TacSys Resource Partner – SoR Definitions.

Active Risk Manager - Active Risk Manager is an enterprise risk management software tool designed to manage risk.

Approval Weekly Tracker – identifies the immediate approval activities required to support relevant TacSys projects and used to review with the TacSys management team.

Approvals Forward Plan – details all upcoming approval activity required across the TacSys portfolio of projects

Army HQ – the headquarters role of the Army that sets the direction of travel for the Army based upon the Defence Strategy and seeks to drive modernisation and deliver change programmes to deliver the Army operating model.

Army Investment Committee – the body within the Army that considers investment proposals relating to the spend of Army funds.

As Low As Reasonably Practicable – is a principle in the regulation and management of safety-critical and safety-involved systems. The principle is that the residual risk shall be reduced as far as is reasonably practicable.

Assumptions and Dependencies Management – AdaM is a software tool designed to manage assumptions and dependencies.

Assumptions Report – a report to be provided monthly that will identify candidate assumptions for approval, any revision or change to assumptions that currently exist and detail any proposals for assumptions that exist but can be closed.

Basis of Estimate – an approach or document to identify the logic, data, methodology and calculations used to estimate resources to perform a specific task, used to identify mitigation costs and impacts within a risk management approach.

Business Case – Business Case (BC), is a short written submission justifying cost effective expenditure for a new investment proposal. The case explains why the proposal is needed, what the options are and which is the preferred option. It must demonstrate that the proposal can be delivered. A Business Case is accompanied by supporting annexes and must have undergone an appropriate level of assurance.

Business Continuity Plan - a documented, structured approach with instructions to continue delivery of operations, outputs or services following a disruptive event.

Cost Assurance and Analysis Service - exists as the MOD's centre of excellence for pricing and costing support to the Acquisition Community, enabling continuous improvement of the acquisition process, risk reduction, and ensuring 'Best Value for Money' for Defence

Cabinet Office - Cabinet Office supports the Prime Minister and ensures the effective running of the Government.

CADMID – The terminology to define the acquisition lifecycle utilised by the Authority which includes the following phases; concept, assessment, development, manufacture, in-service, disposal.

Contact Data Requirements List – a list of data requirements that are required to be delivered under a contract e.g. project schedules, system requirements documents, verification & validation requirements.

Change Control Process – a structured process to enable any change requests against project requirements and delivery to be submitted to relevant stakeholders for review to then be approved and formally captured or denied.

Change Control Board – the authoritative body for managing and deciding upon change requests submitted.

Client – the person, or team using the services of another professional person, team or company

Compliance Report – the output of the compliance review

Concept of Employment – the concept of employment suggests changes to tactics, techniques, procedures or doctrine related to bringing a new capability in to service.

Conflict of Interest Regime – maintains the principles of openness, fairness and impartiality.

Contract Start Up Meeting - This is a meeting with the Contractor to confirm how the MOD will be managing the contract.

Contract Transition – the period of transition between the extant PSS contract and the TRP contract.

Contractor - a person or firm that undertakes a contract to provide materials or labour to perform a service or do a job

Coordinating Design Organisation– The TacSys engineering leadership team providing technical expertise and support regarding engineering and technical related resources, skills, knowledge, processes, outputs and services across the TacSys delivery team

Data Delivery and Technology – one of the professions in the Civil Service functional model that defines the digital, data & technology roles in government and the skills required to undertake them

Data @ Rest – considers encryption requirements for removable and bootable media e.g. use of BeCrypt product on bootable devices such as laptops.

Defence Digital – the MoD authority for providing digital and IT services.

Defence Digital Approvals - the body within Defence Digital that considers investment proposals relating to the spend funds against digital outcomes and / or capabilities for the MoD.

Defence Digital Portfolio Management Office - the authority within the integrated P3M structure of the Defence Digital which sets the policy, provides assurance, collaborates with delivery areas and establishes optimised delivery of the Defence Digital portfolio

Defence Equipment & Support- Part of the MOD, manage a range of projects to buy, support and supply equipment and services that the Royal Navy, British Army and Royal Air Force need to operate effectively.

Defence Lines Of Development– provides a way of viewing a project, programme or strategy for a specific perspective to ensure all aspects of delivery are considered. The lines

of development considered include, Training, Equipment, Personnel, Infrastructure, Doctrine and concepts, Organisation, Information, Logistics.

Dependencies Report - a report to be provided monthly that will identify candidate dependencies for approval, any revision or change to dependencies that currently exist and detail any proposals for dependencies that exist but can be closed.

Design Service Contract – a contract operated with General Dynamics to provide the system design authority role for the Bowman capability.

Digital Approvals Tool - a digital platform that manages business case records at all stages of the investment decision-making process for a programme, portfolio or project.

Design and Integration Partner – the partner utilised by the MoD in an approach to aid the development of capabilities during the Assessment phase by using suitably qualified and experienced industry partners seeking to provide access to the latest technologies and innovation across industry.

Dispute Resolution Process - a process to enable the resolution of a dispute or conflict between different parties.

Dynamic Object Oriented Requirements System – a software tool to perform requirements management.

Dismounted Situation Awareness - Dismounted Situational Awareness project will deliver enhanced Situational Awareness to the Dismounted user.

Defence Science & Technology Laboratory – DSTL is an executive agency of the Ministry of Defence which supplies specialist services to the MOD and wider government, working collaboratively with external partners in industry and academia worldwide, providing expert research and specialist advice.

Electromagnetic Environmental Effects – the impact of the electromagnetic environment upon the operational capability of military forces, equipment, systems, and platforms.

ElectroMagnetic Compatibility – a device is compatible with its electromagnetic environment and does not emit levels of electromagnetic energy that would cause electromagnetic interference in other devices in the vicinity

Engineering Publications – documentation that provides details of required engineering standards and processes relating to a defined capability e.g. support requirements, reliability and maintainability, test equipment, and disposal requirements.

Engineering Report – a weekly report to detail all engineering activity that has been progress through the CDO

Forecast Of Outturn – an in year detail of monthly expenditure highlighting accrued or spent values for past or current months and providing the planned forecast budget detail for future months.

Front Line Commands - (Royal Navy, Army, RAF, Joint Forces Command) The Front Line Commands have been made accountable, through the Service Chiefs, for planned and in-service equipment and support across all years and will now set the detailed equipment and support requirements for their own Service's equipment

Generic Vehicle Architecture – The approach to ensure that UK military vehicles are fitted with a standardised integrated electronic system, based on an open, modular and scalable architecture, and having a standardised interface.

Government Furnished Assets - Any asset owned by the Government and supplied to a contractor; this includes loan items.

Government Furnished Information - any Information owned by the Authority and/or third party owned Information provided by the Authority to the Prime Contractor to facilitate performance of the Supplementary Contract.

Hazardous Materials Database – a register of hazardous materials that exist in MoD capabilities

Human Factor Integration – the process to integrate human factors and ergonomics into the systems engineering process.

Integrated Logistic Support – the management approach to plan and develop optimised support for systems and capabilities, to lower whole life costs and decrease the demand for logistics through maintenance system optimisation.

Integrated Logistic Support Plan – this is the total ILS programme for the project. It is the implementation plan for logistic support. It should include the requirements, tasks, interfaces and milestones for the current phase of delivery and provide plans for succeeding stages.

Information and Communications Technology –an extensional term that stresses the role of unified communications and the integrations of telecommunications and computers.

Information Note - Document advising the approving authority of changes/important activities relating to a project that they need to know about, but not affecting the original approval. The Information Note (IN) is signed off by the Capability Sponsor.

Information Services Plan - ISPs are owned and funded by Front Line Command/Top Level Budget Commissioning Customers and both the customer and Defence Digital sign them on an annual basis, to formalise agreement of the Defence Digital Portfolio to deliver new ICT projects and services for Defence

Information Technology Health Checks – The process to demonstrate vulnerabilities in information systems, by simulating attacks against them. ITHCs include the technical process of testing a system, more commonly known as penetration testing or ethical hacking, as well as the business activities which support such testing.

In-Service – The phase within the CADMID cycle that equipment has been delivered and is being used by Front Line Commands to deliver the required capability

Integrated Assurance and Approvals Plan – definition but should we provide a copy?

Integration Design & Certification – the process of assuring the installation of new capabilities upon platforms

Integration Test Evaluation and Acceptance Strategies

Joint Relationship Management Plan - describes how you will apply collaborative working and relationships across the relevant functions

Joint Supply Chain Accreditation Register - A collaborative tool used by Defence to act as a single repository for pre-qualification and compliance information.

Joint Service Publication (JSP) 604 – the Defence manual of ICT defining the policy requirements and comprehensive practical guidance for undertaking the provision of ICT services and systems across defence in a coherent and holistic manner.

Joint Systems Integration Body– An independent partnering organisation addressing applications, networks and platform electronic architectures.

KPI Report – Allows the business to quickly and easily review and analyse key performance indicators (KPIs) to know how their organisation is performing against specific strategic goals. When applied against a project it allows a viewpoint against the performance of the project against specific project goals.

LE TacCIS Programme - a Transformational Change Programme that will 'information-enable' the Land Environment in the full conduct of operations.

Logistic Support Contract - a contract operated with Babcock to provide the logistics support such as spares provisioning for the Bowman capability.

Land Operations Command- a staff branch within Headquarters Field Army

Land Open Systems Architecture – the architectural approach to defining interfaces and standards at various levels to facilitate operational agility through rapid and cost effective integration and upgrade of sub systems and components from multiple manufacturers.

Makefast – A project within In-service.

Master Data and Assumption List - Master Data Assumptions List (MDAL), is an agreed set of Data and Assumptions that are used as inputs to a programme / project so that required outputs can be obtained.

Management Information – the relevant information utilised to advise and brief on the progress of a project, programme or strategy.

MOD Head Office – the organisation that provides strategic direction across the core activities and processes of the Defence Operating Model – Policy, Planning, Strategy, Governance, Generate, Enable and Operate – and the cross-cutting Functions that ensure the effective management of Defence business .

MORPHEUS - a group of 10 Projects that are delivering the replacement to the Bowman capability inc, Delivery Partner, BMA, MTRC, JPO, Bearers, MKMS, UDT & D@R.

NIOBE - a mobile platform that will host and enable interchange between deployable ICS, delivering access to information at reach, in a flexible, managed, secure and consumable manner, at the point and time of need, to the Land Domain end-user, with the mobility, protection and commensurate, with the supported force.

UK National Distribution Agency – the authoritative body within the government for managing crypto services for defence.

On/Off Boarding – Induction/departure process for TacSys staff and contractors**.**

Order Book – Deterministic plan on a page giving an overview of projects to be delivered by TacSys.

Organisation Breakdown Structure - A hierarchical model describing the established organisational framework for project planning.

Planning Assumption for Service Entry – The assumed date used for planning purposes that the relevant project will enter the In-Service phase before the actual date is defined.

Platform Integration & Fielding- the planning and implementation activities undertaken to integrate and field new capabilities into the field army.

Project Orientated Environmental Management system – part of the standardised safety and environmental assurance approach for project delivery.

Post Design Services – work undertaken to ensure that any modifications and minor design alterations to existing capabilities, and equipment are properly assessed and when approved, implemented effectively

Predict! Tool – Predict! Is a software tool designed to enable the production of levels of confidence for delivery e.g.10/50/90 confidence levels, in project schedules as part of the risk management strategy.

Programme Cost Review– the review covering the 10 year forward plan, detailing planned expenditure against projects

Programme Control Manager – the individual in the Project Management Office that considers the programmatic aspects across the Order Book.

Project Documentation – Something akin to anything produced or provided by an external source that relates to a specific project.

Project Cost Review - An independent evaluation of a project's cost estimate that examines its quality and accuracy, with emphasis on specific cost and technical risks.

Project Phase – the relevant phase that the project is delivering against aligned to the acquisition lifecycle defined Concept, Assessment, Demonstration, Manufacture, In-Service, Disposal (CADMID) model.

Quality Management Plan - a document that helps the project manager and the project team execute quality management and quality assurance actions. Quality, in the context of project management, is fulfilling the project requirements and meeting the customer's needs.

Radiation Hazard – the hazards relating to electromagnetic radiation to fuels, electronic hardware, ordnance, and personnel

RACI – The acronym relating to Responsible, Accountable, Consulted, and Informed, often applied to a matrix and details all the necessary stakeholders and clarifies responsibilities amongst cross-functional teams and their involvement level in a project.

Requirements and Acceptance Management Strategy – the strategy which describes project requirements documentation; along with the approach to maintaining vertical, horizontal and temporal coherence across the requirements and considers the test, evaluation and acceptance strategies to detail the general approach to assurance and acceptance.

Record of Actions and Decisions – a reduced set of minutes for a meeting that only captures significant actions completed or assigned, and decisions made.

Reporting Calendar – a set of defined timelines across monthly periods that highlights when relevant governance is to take place.

Responsibility Assignment Matrix also known as a RACI chart or RACI matrix, details all the necessary stakeholders and clarifies responsibilities amongst cross-functional teams and their involvement level in a project.

Review Note - a document submitted to the approving authority requesting approval for a change to an existing approval.

Risk Management Plan A risk management plan defines how your project's risk management process will be executed. That includes the funds, tools and approaches that will be used to perform risk identification, assessment, mitigation and monitoring activities.

Risk Management Strategy - a structured approach that details how risks will be managed across the relevant project, and / or department. This will include identification, evaluation, and management of all project risks.

Reliability and Maintainability – the process to influence system design in order to increase mission capability and availability and decrease the logistics burden and cost over the system's lifecycle. Reliability defines the failure frequency and determines uptime patterns whilst maintainability describes how long it will take to repair which determines the downtime patterns.

Risk Management and Accreditation Document Set – the security artefacts and security risk management outputs which form the basis of the accreditation of the system and/or project

Safety and Environmental Case Report – a report providing a summary of the current Safety and Environmental case evidence at relevant points within the project lifecycle.

Schedule - A plan that details the activities, timelines and resources required to deliver the project.

Schedule Risk Analysis – a process to identify confidence levels (10/50/90) within a schedule as a planning procedure that aims to improve the predictability and performance of a project. As a result, it helps project managers assess the likely impact of uncertainty and of individual risks on time to completion.

Schedule Review Report a monthly report to captive the schedule narrative of key issues or escalations, providing a summary status of the project milestones, and details relating to the resource baseline and future forecast.

Safety and environmental safety case – the evidence that has been generated to support the safe introduction of a capability into the Defence environment.

Security Management Plan - A document that defines the strategy for addressing security and documents the Security Management System for a specific project.

Senior Responsible Owner - the single individual accountable for ensuring that a programme or project meets its objectives, delivers the projected outcomes and realises the required benefits.

SERAPH – the project to deliver the tactical environment digital eco-system.

Supplier Intelligence Briefs – briefing material that provides monthly intelligence and news reports on the MOD's strategic suppliers and the biggest mid-tier suppliers

Social Value - Social Value is the consideration of the social, economic and environmental impact of our projects and programmes. It has a lasting impact on individuals, communities

and the environment and the Government has significant opportunity and responsibility to maximise Social Value benefits effectively and comprehensively through its commercial activity.

Social Value Model - The Model sets out the Government's social value priorities for procurement. It includes a menu of Social Value options for you to use in discussion with your delivery team, following Project Manager discussions with the Customer.

Software Support Strategy – the approach to be taken to ensure whole life considerations are taken into account for any aspect of software implemented in TacSys capabilities.

Software Support Plan - a plan of support services and software updates which are to include, technical updates, corrections, bug fixes for any software implemented in TacSys capabilities.

Supportability Analysis Strategy – the approach to be taken to reduce logistics and maintenance costs and increase availability by optimising the support system.

Support Solutions Development Tool - A Defence Digital mandated tool that provides a record of support solution development activity in a format which is coherent and consistent across Defence Digital and Defence Equipment & Support

Strategic Command - supports the MoD by making sure that joint capabilities such as medical services, training and education, intelligence and information systems are developed and managed across all 5 of the land, sea, air, space and cyber domains.

Subject Matter Expert - is a person who has special skills or knowledge on a particular job or topic.

Supplier - a person, company, or organization that sells or supplies something such as goods or equipment to customers.

Security Design and Assurance Working Group – a quarterly meeting to undertake a cross TacSys review of security issues and outputs raised through the CDO and may also consider particular security issues which may have been advised which will impact the TacSys portfolio of work

System Requirements Document - is the structured and live definition of the optimal system requirements (including constraints), bounding contracting and verification activities.

Systems Engineering – the provision of tools, techniques, methods, knowledge, standards, principles and concepts used to analyse complexity and risk to inform the system concept, architecture and design to enable the delivery of new systems.

Tactical CIS - delivery pillar, focused on the delivery of the next phase of battlefield communication equipment.

Tactical Systems Delivery Team - responsible for the development, fielding and sustainment of a range of Tactical CIS equipment's and systems used in the joint Land Environment

TRP Project Manager - the representative of the Authority with day to day management responsibilities in relation to the TRP contract.

TacSys Patching Policy – see Software Support Plan

Tasking Form – the form to be utilised in conjunction with the tasking process as laid out under schedule 12 of the TRP contract

TEMPEST – the unintentional emanation of radio or electrical signals, sounds and vibrations from equipment.

TRINITY - TRINITY will provide the future deployed Wide Area Network for the deployed Land Environment, replacing some of the current capability (Falcon) by delivering high capacity, highly assured connectivity at the Tactical and Operational levels of command.

Technical Release Readiness Assessment – the outcome of the analysis against the ICT joining rules within JSP604, providing a red, amber or green assessment against each of the joining rules and an overall assessment of the risk of release.

Trials Experimentation Research Requirements Form - Form to request Troops from AHQ to support trials.

Transfer of Undertakings (Protection of Employment). A 'TUPE transfer' happens when: an organisation, or part of it, is transferred from one employer to another.

User Requirements Document - is an all-embracing expression of user needs for a bounded operational capability. It is generated from the Single Statement of Need identified through the equipment capability strategy process.

Verification and Validation – are independent procedures that are used together for checking that a product, service, or system meets the defined requirements and specifications and that it also fulfils its intended purpose.

Verification and Validation Requirements Matrix - Defines Test and Evaluation Matrix. Evidence Management including scope and content of evidence gathering opportunities. Establishes framework for identification and management of Risks and Issues.

Work Breakdown Structure - Work Breakdown Structure (WBS), is a hierarchical breakdown of the scope or requirement of the programme or project into a series of manageable work packages or areas that can estimated, planned and assigned to the appropriate person or DLOD for completion.

WBS Dictionary – a document that captures all work packages for a project providing a description of the work involved and the outputs. Each work package will include a scoping statement and any assumptions or dependencies linked to the delivery.

Work Packages - A work package is a group of related tasks within a project.

Third Order Assumptions - means an assumption is a statement that is taken as being true for the purposes of planning or other decision making, but that is not yet an established fact. Assumptions are usually reserved for cases where a change in the assumption would have a material bearing on the plan or decision. A third order assumption is a derivative of first and second orders assumptions used to support the Ministry of Defence objectives.