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To Contract ArtySys/000305

DEFENCE TARGETING TOOLSET (DTT)

STATEMENT OF WORK (PART 1):
DTT SOFTWARE UPKEEP & RELEASE (2019)

ISSUE: 2.0	**DATED: 23 NOV 2018**

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1 INTRODUCTION

1.1 General

1.1.1 Software within any system will be subject to change throughout its life. Such software changes could be initiated by software faults, changes to other systems with which the software interacts, or the need for capability enhancement. Software upkeep addresses these changes and incorporates them into releases of the software.

1.1.2 In order to maintain system integrity through life, it is essential that software upkeep activities by the Contractor are managed and that change is carried out in a controlled manner. The approach to implementation of software changes undertaken as part of upkeep shall ensure, as a minimum, that:

a) The impact of any software change is assessed.

b) The effect of hardware, and host infrastructure modifications are fully assessed for their impact on system software.

c) The release of the software is managed, including the arrangements for system testing and acceptance.

d) Software Configuration Management (CM) and its associated data is maintained.

1.1.3 Software issues are categorised into two main groups:

a) **Corrective:**
A Corrective change (see Definitions, 2.2 a) modifies a software item to remove or correct a software fault or defect that is the result of an error (“bug”) in the software. When in normal use the DTT does not perform in accordance with it published criteria, which is determined as a deficiency in the software, and assessed to the responsibility and therefore the liability of the Contractor.

b) **Non-Corrective**:
Upkeep tasks (whether or not they include changes to the software) that are assessed as the liability of the Authority, which may be of any of the categories of issues defined in Definitions, 2.2 b) to h).

1.2 Statement of Work

1.2.1 This Statement of Work (SOW) describes the Contractor Deliverables and their associated Requirements for delivery of DTT Software Upkeep and Release in 2019 under Contract no. ArtySys/00305 (Schedule of Requirements Item 1), utilising the Agile Software Engineering approach.

1.2.2 Prior to this Statement of Work; DTT Increment 1 software changes and upkeep activity, culminating in delivery of Gold Disk Build 42.2 of the DTT Software in 2018 was undertaken under the Statements of Work at Annex V to Contract Artysys/00050 and Annex A to Contract ArtySys/00302.

1.2.3 Ongoing DTT Increment 1 Software Support activity and associated governance is provided in accordance with Part 2 of this Statement of Work until 31st December 2019, and will run in parallel to the DTT upkeep and Release activities in this Part 1 of the SOW.

1.2.4 Constraints established within this SOW may be revised as required at the discretion of the Parties.

1.2.5 This Statement of Work shall constitute a'Specification' for the purposes of the Contract.

1.3 Assumptions, Dependencies & Constraints

This SOW is predicated on the following assumptions, dependencies and constraints agreed by the Parties:

1.3.1 There will be a single fielded version of DTT, deployed on the DII Infrastructure (DII/F and DII/LD) and including the coalition secret MAGPIE infrastructure.

1.3.2 Governance of activities undertaken to deliver against this SOW shall be undertaken in accordance with the governance model described in Appendix 1 to this Part 1 SOW.

1.3.3 DTT Software Support is provided under SOR Item 2 of Contract Artysys/00305 for the duration of the period of performance of this SOW.

1.3.4 The Parties agree to work collaboratively under the Agile software development framework in accordance with the principles described in Appendix 1 to this Part 1 SOW.

1.3.5 The Authority will provide the required personnel and the necessary inputs defined in Appendix 1 to ensure the successful application of the Agile software process.

1.3.6 For Formal delivery, Contractor will demonstrate compliance with the Maintained Core Requirement Set as opposed to the full set contained in the original DTT System Requirements Document (SRD).

1.3.7 Documents and standards listed at Annex C of the Contract are applicable to the scope of this SOW.

1.3.8 The Contractor is not required to make any allowance for infrastructure on-boarding of the DTT Software; this activity is not in the scope of this SOW.

1.3.9 For information only, it is the Authority's intention that planned new operational releases of DTT software are delivered annually.

1.3.10 It is assumed that any Infrastructure changes that impact on the DTT software which result in potential software changes are considered out of scope of this SOW, and would be subject to the Ad Hoc Tasking procedure under SOR Item 4 of the Contract.

1.3.11 Work undertaken by the Contractor on Corrective changes during the Period of Performance of this SOW shall be subject to am overall limit of 1500 hours.

2 DEFINITIONS

2.1 The folllowing Definitions shall apply to this Statement of Work in addition to those defined in the Contract.

2.2 ’‘Issues’ shall mean a collective expression for candidate work items within the Product Backlog, including (but not limited to) the following types which shall have the definitions as follows:

a) **Observation [Corrective]**. A Corrective change modifies a software item to remove a software fault.
b) **Observation [Adaptive]**. An Adaptive change modifies a software item to enable it to continue to meet its specification in a changed environment.
c) **Observation [Perfective]**. A Perfective change modifies a software item to enable it to meet its existing specification in an improved fashion.
d) **Observation [Enhancement]**. An Enhancement change modifies a software item to add additional functionality to the system.
e) **Observation [Usability]**. A Usability change is defined as a Perfective change sentenced as being out of scope of the agreed design but deemed essential to successful delivery, integration, implementation and user acceptance of DTT.
f) **Maintenance Tasks.** Changes required to the code base to facilitate ongoing maintenance or improved efficiency of the software application
g) **Obsolescence.** Change required to the code base driven by software elements becoming obsolete.
h) **Investigations/Reports.** Task to conduct a technical investigation activity, which may result in the provision of a report

Note 1 – Issues of types b) to h) above, may also be collectively referred to as ‘Non Corrective’ Issues

Note 2 - Not all Issues will necessarily result in a resolution which includes a change to the software

2.3 ‘Technical Baseline’ shall mean the target infrastructure environment specifications provided as Government Furnished Information (GFI) by the Authority’s appropriate governance team for DII, OEHE and Magpie

2.4 ‘Test Environment’ shall mean a virtualised integration & test environment installed at the Contractor’s premises in Harlow, UK which can be used for acceptance of the Contractor’s software.

2.5 ‘Representative Infrastructure’ shall mean the Test Environment located at the Contractor’s premises in Harlow, UK; configured as per the detail contained within the Technical Baseline documents, plus Infrastructure Change Assumptions, but without any Security Clampand as verified by the Authority

2.6 ‘Smoke Testing’ shall mean engineering-level confidence testing that would typically take place at the end of an ‘agile’ software sprint. A ‘Smoke Test’ is insufficient to allow RSL to provide assurance to formally release the DTT software but is sufficient to support a Regression Release .

2.7 'Testing' shall mean the testing of the DTT software as specified in Section 5 of this SOW.

2.8 'Release' shall mean a delivery of DTT software from the Contractor to the Authority with an appropriate set of documentation for the intended purpose of that delivery which details its level of compliance and caveats for any limitations to its use. Releases and associated documentation required to be delivered by the Contractor under this SOW are described in Section 4.

2.9 'Release Acceptance' shall mean acceptance by the Authority of Formal Releases of the DTT Software on the basis that suitable Testing has been agreed with the Authority in advance, all tests have been completed and all tests have passed or mitigated for that Release.

2.10 Acceptance of the Software Release shall also be subject to a review and acceptance of the specified documentation (see para 4.3.5) artefacts by the Authority. The Contractor shall make any corrections or revisions as reasonably required by the Authority at no additional cost.

2.11 For software changes not included in a Release, acceptance shall be provided on the basis that a Sprint Demonstration to the Authority for the change has been conducted and it is agreed that the software change has been made and is functionally correct.

2.12 'Sprint Demonstration' shall mean an on-screen demonstration to the Authority or its nominated representative on the 'Test Environment' of completed software functionality pursuant to the resolution of Issues.

2.13 'Software Changes' shall mean changes made to the DTT software to address Issues (see definition 2.1). Changes may or may not be included within a given software 'Release' (see definition 2.8).

2.14 'DII' shall mean the Defence Information Infrastructure and (unless specifically stated otherwise) shall include other host infrastructure(s) stated in the assumption on paragraph 1.3.1

2.15 'Product Backlog' shall mean the prioritised list of unresolved DTT software Issues (see 2.2 above) recorded in the Jira tool at any time.

2.16 'Joint Sentencing' shall mean the process by which the Authority and the Contractor review software Issues raised and assign appropriate categories and priorities for their resolution, usually by the Backlog Working Group.

2.17 'Scrum Team' shall mean the Agile software development team consisting of a Contractor Product Owner, the Development Team (including testers) and the Scrum Master. See Appendix 1.

2.18 'Sprint Testing' shall mean the Testing Activity carried out by the Scrum Team which will typically confirm that an Issue has been correctly addressed (that is, in the language of Agile that the issue is "done").

3 CONTRACTOR DELIVERABLES

3.1 The Contractor shall supply the following Contractor Deliverables listed in Table 1 below, in accordance with the Contract (SOR Item 1) and the Requirements of this Statement of Work

Table 1 – Contractor Deliverables

Item	Description	Type	Requirement	Due Date
1	Resolution of Product Backlog Issues (including Sprint Demonstrations i.a.w 4.2.7)	Software	SOW Section 4.2	31st Dec 2019
2	Regression Releases of DTT Software & associated Documentation	Software	SOW Section 4.3	Multiple, see Table 2
3	'Silver Disk' Release of DTT Software & associated Documentation	Software	SOW Section 4.4	30th Jun 2019
4	'Gold Disk Operational Release of DTT Software & associated Documentation	Software	SOW Section 4.5	14th Jul 2019

4 REQUIREMENT

This Section describes the Requirements for the supply of the Contractor Deliverables identified in Section 3 above.

4.1 General

4.1.1 The period of performance for the work under this SOW shall commence on 1st January 2019 and end on 31st December 2019.

4.1.2 During the period of performance, the Contractor shall furnish a minimum sustainable core software team to perform the Requirements. Notwithstanding this; the effort and resource applied to software changes will be managed by the Contractor to ensure that the delivery of DTT Gold Disk release is of a level of quality that is sufficiently safe and stable for operational release.

4.1.3 The Contractor shall supply the Contractor Deliverables under Item 1 of the Schedule of Requirements (SOR) in accordance with the requirements of Contract Artysys/00305 and this SOW Part 1, which is in Annex A to the Contract.

4.1.4 The Contractor shall undertake performance of the Requirements of this SOW in accordance with Agile software principles and the process - see Appendix 1.

4.1.5 In the event of the Contractor having any conflicts in the application of his resources~~;~~ timely provision of the required Releases in accordance with the delivery dates shall take precedence over resolution of Product Backlog Issues.

4.2 Resolution of Product Backlog Issues

The following shall comprise the Requirements for the provision of Item 1 of the Contractor Deliverables in Table 1 above.

4.2.1 The Contractor shall maintain and update a Product Backlog of of DTT Issues, using the JIRA database tool (or equivalent).

4.2.2 The Authority and the Contractor shall work together in accordance with the Agile software process as defined in Appendix 1 to collect, assess, sentence, prioritise and select candidate Issues from the Product Backlog to proceed for resolution during the period of performance.

4.2.3 The Issues recorded within Product Backlog shall be subject to change during the period of performance as a result of continual review, update and prioritisation by the Authority.

4.2.4 The Contractor will be directed by the Authority on which software Issues from the Product Backlog are to be worked by the Contractor during the period of performance. In accordance with the flexible nature of the Agile software process, such directions may be subject to change and therefore the Contractor is not obliged to deliver resolution of each and every Issue by the end of the period of performance, but a subset of the Product Backlog.

4.2.5 During the Period of Performance, the Contractor shall provide suitably qualified and experienced personnel and employ the efficient and effective use of appropriate resources to maximise the number of resolved Issues from the Product Backlog which have been selected as per 4.2.3 above.

4.2.6 Resolved issues which result in software Changes are assumed to be 'complete' when the following have occurred:

a) The Software Change has been incorporated into the DTT application;
b) The Change has been 'checked in' to the code repository;
c) The Change has been unit tested;
d) The Change has been sprint tested;
e) A sprint demonstration has taken place to demonstate the change has the correct behaviour;

4.2.7 Resolved Issues that are not incorporated into Software Releases under this SOW by the end of the period of performance shall be held by the Contractor for inclusion into a future software Release which is currently beyond the scope of the Contract. These resolved issues shall be delivered to the Authority by the Contractor by means of Sprint Demonstrations, witnessed by the Authority or their nominated representative

4.2.8 Issues which are not resolved by the Contractor by the end of the period of performance of this SOW shall be held on the Product Backlog for future work which is currently beyond the scope of the Contract.

4.3 Regression Releases of DTT Software

The following shall comprise the Requirements for the provision of Item 2 of the Contractor Deliverables in Table 1 above.

4.3.1 The Contractor shall deliver Regression Releases of the DTT Software during the period of performance, in accordance wthe dates specified in Table 2

4.3.2 Each Regression Release shall be a Release of the DTT software which has been subjected to the testing regime outlined in Section 5.2 of this SOW and provided to the Authority as-is, without any formal assurances of compliance.

4.3.3 Each delivery of a Regression Release to the Authority (including associated documentation) shall be provided in an electronic format agreed with the Authority. Physical disk media containing the software Release and documentation shall be provided by the Contractor where expressly requested by the Authority.

4.3.4 Each Regression Release of the DTT Software delivered to the Authority, shall be delivered with the following documentation which shall have been updated by the Contractor to reflect the Release of DTT Software to which it relates.

a) Version Description Document (VDD)
b) Declaration of Design Performance (DDP)
c) Software Licence Summary

4.4 Silver Disk Release of DTT Software

The following shall comprise the Requirements for the provision of Item 3 of the Contractor Deliverables in Table 1 above.

4.4.1 The Contractor shall deliver a Silver Disk Release of the DTT Software in accordance with the date specified in Table 1 and tested in accordance with the regime defined in Section 5.3. The Silver Disk Release shall comprise the following items to be delivered by the Contractor:

a) DTT Software
b) Version Description Document (VDD)
c) Declaration of Design Performance (DDP)
d) Software Licence Summary

4.5 Gold Disk Release of DTT Software

The following shall comprise the Requirements for the provision of Item 4 of the Contractor Deliverables in Table 1 above.

4.5.1 The Contractor shall deliver a Gold Disk Release of the DTT Software in accordance with the date specified in Table 1. The Gold Disk Release shall comprise following items to be delivered by the Contractor:

a) DTT Software
b) Configuration Item (CI) Summary
c) Version Description Document (VDD)
d) Verification Cross Reference Index (VCRI)
e) Declaration of Design Performance (DDP)
f) Test Reports
g) Software Licence Summary
h) Operating Manual
i) Installation and Maintenance Manual
j) Safety Case
k) RMADS
l) Release Note

4.6 Technical Reporting

During the Period of Performance, the following reports shall be provided by the Contractor to the Authority, concerning progress on the performance of the Requirements of this SOW, including the status of the Contractor Deliverables.

4.6.1 The Contractor shall report on a monthly basis the progress of resolving selected candidate Issues, this is referred to as the ‘Sprint Report’.

5 TESTING AND ACCEPTANCE

5.1 Software Changes

5.1.1 After completing DTT software changes the Contractor shall undertake sprint testing to verify that the changes have been made to address the Issue(s) to which they relate.

5.1.2 In addition, regression testing will be identified and carried out, focussed on the areas of change and the immediate associated functional areas to provide assurance that the changes have not adversely affected other parts of the software.

5.2 Regression Release Testing

5.2.1 In addition to the Sprint and Regression testing identifed above, each regression release will be subject to a Smoke Test before release; conducted on the Contractor's Representative Environment located at Harlow.

5.3 Silver Disk Release Testing

5.3.1 The Silver Disk software will be issued to the Authority when the Contractor's Release Testing has been completed in accordance with the Contractors Test Plan on the Contractor's Representative Infrastructure' at Harlow and any Observations raised have been sentenced.

5.4 Gold Disk Release

5.4.1 The Gold Disk shall be issued to the Authority when the Full Release documentation set has been completed. For the avoidance of doubt, there is no further testing conducted post-Silver Disk testing that is specific to the Gold Disk release.

5.5 Test Witnessing

5.5.1 The Authority will be invited to observe all tests, but may delegate to the Contractor as they see fit.

5.5.2 The Representative Environment may be subject to audit by representatives of the Authority to confirm compliance with the DII infrastructure baseline.

6 MILESTONE EVIDENCE FOR PAYMENTS

6.1 Subject to the Contractor's continued performance in accordance with the Contract, and the timely provision of the specified Contractor Deliverables in accordance with the Requirements of this SOW Part 1; on provision of the Milestone Evidence specified below, the Authority will make payments to the Contractor in accordance with the Milestone Payment Plan defined in Annex E to the Contract.

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Table 2 – Milestone Evidence, SOR Item 1

M/S	M/S Description	Due Date	M/S Evidence
1	Sprint Jan-19	15th Jan 2019	Item 1: Monthly sprint report provided for activity during the month as per section 4.6
2	Sprint Feb-19	15th Feb 2019	As for M/S 1 above
3	Sprint Mar-19	15th Mar 2019	As for M/S 1 above
4	Regression Release 1	30th Mar 2019	Item 2: Regression Release of DTT software & documentation as per SOW 4.3
4	Sprint Apr-19	15th Apr 2019	As for M/S 1 above
5	Sprint May-19	15th May 2019	As for M/S 1 above
6	Sprint Jun-19	15th Jun 2019	As for M/S 1 above
7	Regression Release 2	30th June 2019	As for M/S 4 above.
7	Silver Disk Release	30th June 2019	Delivery of the software and documentation specified in Section 4.4
8	Gold Disk Release	14th July 2019	Delivery of the software and documentation specified in Section 4.5
9	Sprint Jul-19	15th July 2019	As for M/S 1 above.
10	Sprint Aug-19	15th Aug 2019	As for M/S 1 above.
11	Sprint Sep-19	15th Sep 2019	As for M/S 1 above.
12	Regression Release 3	30th Sep 2019	As for M/S 4 above.
12	Sprint Oct-19	15th Oct 2019	As for M/S 1 above.
13	Sprint Nov-19	15th Nov 2019	As for M/S 1 above.
14	Sprint Dec-19	12th Dec 2019	As for M/S 1 above.
15	Regression Release 4	12th Dec 2019	As for M/S 4 above.

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APPENDIX 1 – AGILE SOFTWARE DEVELOPMENT PROCESS

For further information about Agile software development using Scrum - please refer to 'The Scrum GuideTM - The Definitive Guide to Scrum: The Rules of the Game by Schwaber K and Sutherland J, July 2013'

A1.1 Introduction

A1.1.1 Use of the Agile approach to software changes on the DTT programme is a pilot sought by the Army sponsor and is supported at senior level in MoD. It is agreed by the Authority for use as the process for the delivery of this SOW Part 1.

A1.1.2 The Contractor's DTT Software Development Plan endorses the use of Agile Methods in the development of the DTT Software.

A1.1.2 Effective application of the Agile approach to Software development conducted jointly by the Contractor and the Authority should provide the following characteristics and benefits:

a) **Quality:** Testing is integrated throughout the lifecycle, enabling regular inspection of the working product as it develops. This allows the product owner to make necessary adjustments and gives the product team early sight of any quality issues.

b) **Visibility:** Agile development principles encourage 'user/client' active involvement throughout the product's development process. This provides excellent visibility for key stakeholders, both the project's progress and the product itself, which in turn helps to ensure that expectations are effectively managed.

c) **Early identification and resolution of issues:** Small incremental releases made visible to the product owner and product team through its development help to identify any issues early and make it easier to respond to change. The clear visibility in agile development helps to ensure that any necessary decisions can be taken at the earliest possible opportunity, while there's still time to make a material difference to the outcome.

d) **Accommodating change due to volatile requirements (Flexibility / Agility):** In agile development, change is accepted. The timescale is fixed and requirements emerge and evolve as the product is developed. It is therefore imperative to have an actively involved Authority stakeholder who understands this concept and makes the necessary trade-off decisions, trading existing scope for new.

e) **Transparency:** An Agile approach provides a unique opportunity for the Authority to be involved throughout the project. This includes prioritizing features, iteration planning and involvement in the review sessions of the frequent software builds containing new features. However, this also requires the Authority to understand that they are seeing a work in progress in exchange for this added benefit of transparency.

f) **Early and Predictable Delivery:** By using time-boxed, fixed schedule Sprints of 1-4 weeks, new features are delivered quickly and frequently, with a high level of predictability. This also provides the opportunity to release or beta test the software early if there is sufficient business value.

g) **Predictable Costs and Schedule:** Because each Sprint is a fixed duration, the cost is predictable and limited to the amount of work that can be performed by the team in

the fixed-schedule time box. Combined with the estimates provided to the Authority prior to each Sprint, the Authority can more readily understand the approximate cost of each feature, which improves decision making about the priority of features and the need for additional iterations.

A1.2 Agile Terms of Reference

A1.2.1 When applying the Agile methodology to the development of software under this SOW, the Parties agree to work in accordance with the principles of the 'Agile Manifesto' which is replicated here:

The Agile Manifesto

We are uncovering better ways of developing software by doing it and helping others do it. Through this work we have come to value:

Individuals and interactions over processes and tools

Working software over comprehensive documentation

Customer collaboration over contract negotiation

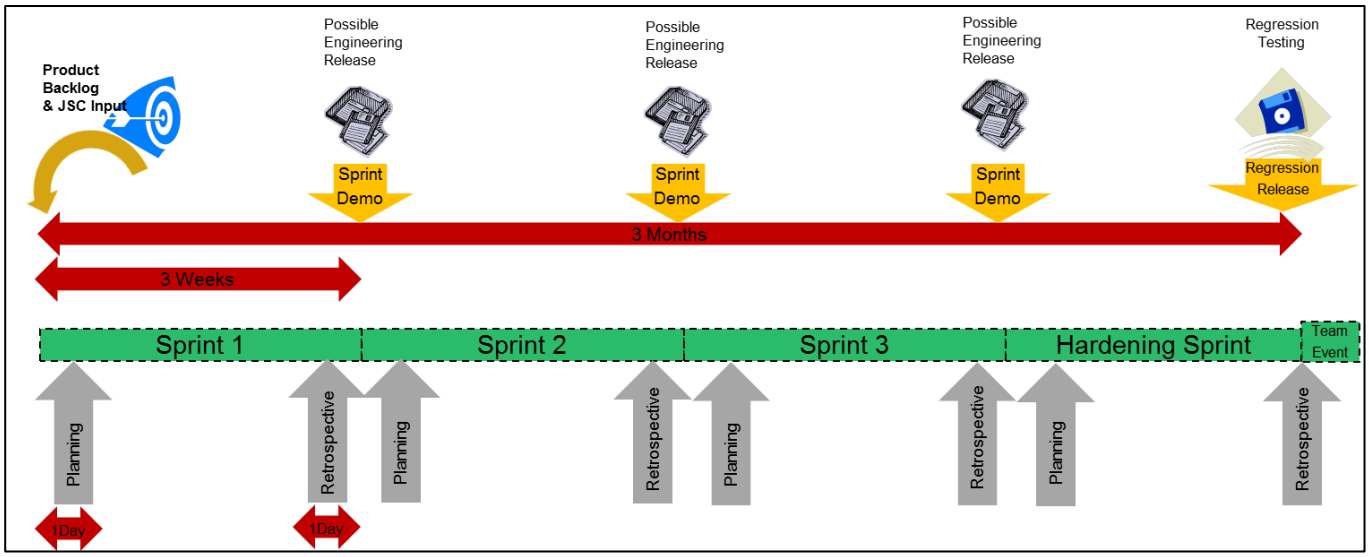
Responding to change over following a plan

That is, while there is value in the items on the right, we value the items on the left more.

A1.3 Agile Process Overview

A1.3.1 Upkeep of the Software will be executed in 3-Month delivery cycles, each concluding with a Regression Release (see Sections 4.3-4.5 above) of the DTT software. This will enable a sustainable rhythm for DTT software development. A typical 3-month delivery cycle is shown in Figure 3 below

Figure 2 – Typical Agile 3 Month Delivery Cycle



A1.3.2 The Key Stakeholders will be responsible for maintaining a prioritorised Product Backlog. This backlog will contain sufficient user stories at an acceptable level of definition (refinement) to allow the Sprint Team to Implement at least one Sprint's worth of development. Key Stakeholders can include any technical SME within the joint team, to be brought into the team by agreement with RATDU via the Backlog Working Group.

A1.3.3 Each 3-month delivery cycle consists of four periods of development (referred to as 'Sprints') consisting of three Development Sprints and a final Hardening Sprint. Each Sprint has Development and Test resources allocated throughout.

A1.3.4 Sprint planning meetings - The work to be performed in the Sprint is planned at the Sprint Planning Meeting. This plan is created by the collaborative work of the entire Scrum Team.

Sprint Planning is time-boxed to a maximum of eight hours for a one-month Sprint. For shorter Sprints, the event is usually shorter. The Scrum Master ensures that the event takes place and that attendants understand its purpose. The Scrum Master teaches the Scrum Team to keep it within the time-box.

Sprint Planning answers the following:

- What can be delivered in the Increment resulting from the upcoming Sprint?
- How will the work needed to deliver the Increment be achieved?

A1.3.5 Sprints – A Sprint is a time-box activity of one month or less during which a "Done", useable, and potentially releasable product Increment is created. Sprints should have consistent durations throughout a development effort. A new Sprint starts immediately after the conclusion of the previous Sprint.

Sprints contain and consist of the Sprint Planning, Daily Scrums, the development work, the Sprint Review, and the Sprint Retrospective.

During the Sprint:

- No changes are made that would endanger the Sprint Goal;
- Quality goals do not decrease; and,
- Scope may be clarified and re-negotiated between the Product Owner and Development Team as more is learned.

Each Sprint may be considered a project with no more than a one-month horizon. Like projects, Sprints are used to accomplish something. Each Sprint has a definition of what is to be built, a design and a flexible plan that will guide building it, the work, and the resultant product.

Sprints are limited to a maximum of one calendar month. When a Sprint's horizon is too long the definition of what is being built may change, complexity may rise, and risk may increase. Sprints enable predictability by ensuring frequent inspection and adaptation of progress toward a Sprint Goal. Sprints also limit risk to the cost of the length of the Sprint.

A1.3.6 At the end of each Sprint within a development cycle, a 'Sprint Review' meeting is held; facilitated by the ScrumMaster at which the team demonstartes the functionality developed in the Sprint.

After the Sprint Review, the 'Sprint Retrospective' is held and is an opportunity for the Scrum team to inspect itself and create a plan for improvements to be enacted during the next Sprint.

A1.4 Authority Roles & Responsibilities

A1.4.1 The Agile Framework identifies a Product Owner (PO) as a Specific Role within the Scrum Team. Under this contract, Contractor will provide the PO but it should be recognized that he/she will require significant input from the customer stakeholders to enable successful execution of the program.

As such Contractor will require access to customer stakeholders who are suitably knowledgeable and empowered to make decisions about the required product functionality.

Specifically they will be needed to:

1. Support Backog Refinement Meetings – Sufficient to ensure that there are at least a Sprint's worth of Stories in the backlog that are ready for Sprint.
2. Provide In Sprint SME Support – i.e. be available to provide timely responses to questions throughout the process
3. Attend Sprint Demonstrations (at the end of every Sprint) to allow acceptance of the changes
4. Support Observation Sentencing

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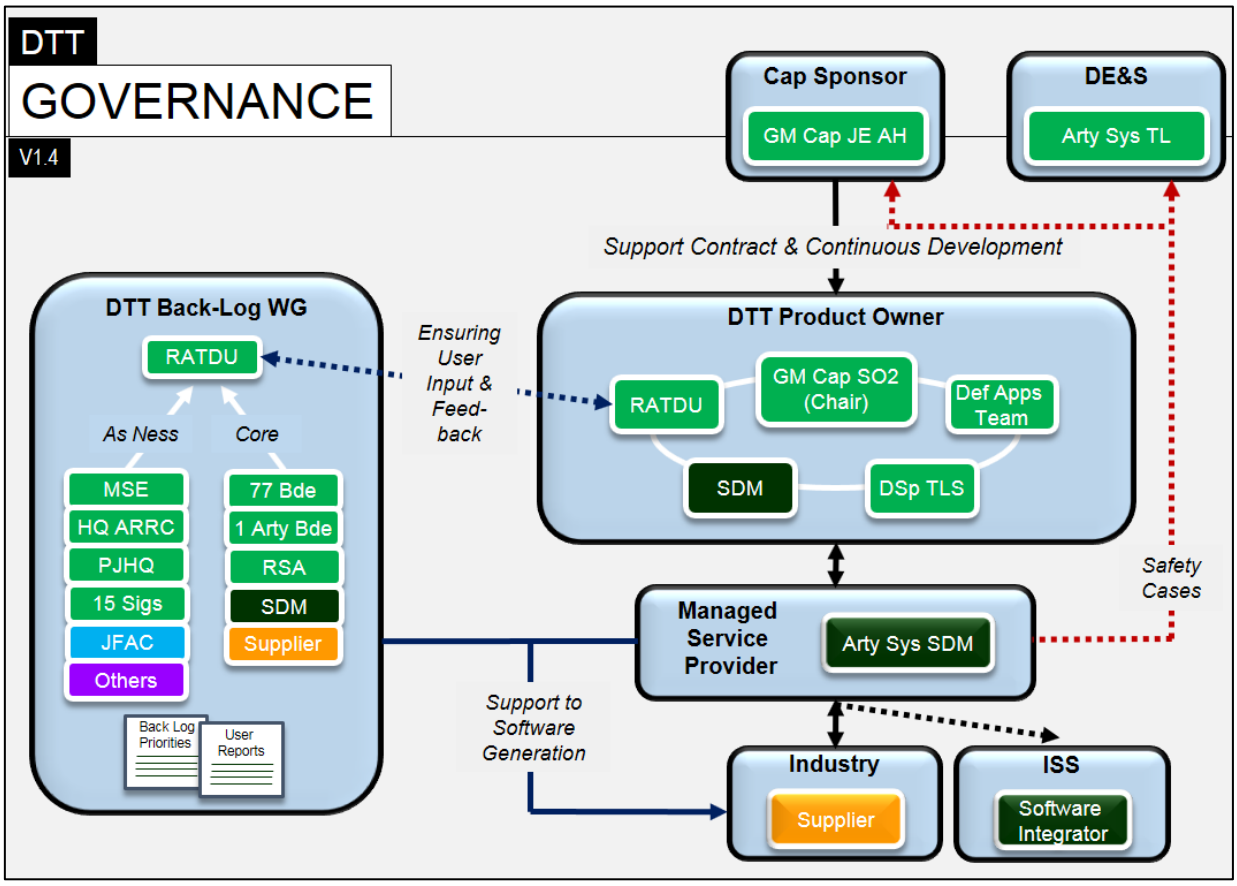
1. Backog Refinement Meetings : It is understood that this will be effected by the Backlog Working Group (BLWG).
2. In Sprint Support : This will be provided by the ArtySys Requirements Manager (RM) who will spend 1 day per week at the DTT Battle Lab for this purpose.
3. Sprint Demonstrations : will be attended by the ArtySys RM and SO2 divisional and Deep Fires GM Cap / Army HQ who is also chair of the Product Owners Meeting (POM).
4. Support Observation Sentencing : will be provided by the Backlog Working Group.

A1.5 Agile Process Governance

Figure: Governance Model as set out in the DTT Fielding Plan



Note: the 'DTT Product Owner' role is fulfilled by a representative from each of the Authority and the Contractor

Note: the Authority retain the right to make changes to the Governance model, the impact of which may be assessed as a change

A1.5.1 As stated above, the Agile Framework identifies a Product Owner (PO) as a Specific Role within the Scrum Team. Under this contract, Contractor will provide the PO but it should be recognized that he/she will require significant input from the customer stakeholders to enable successful execution of the program

A1.5.2 The Joint Customer and Contractor, Backlog Working Group (BLWG) will provide governance over the Contractor Product Owner (PO).

A1.5.3 The Customer Product Owner Meeting (POM) will provide governance over the BLWG. A1.5.4 The BLWG and POM are supplemented by a number of specialist Working

Groups. These Groups have separate terms of reference, team composition, and aims and are chaired by either RATDU or SDM. The Contractor is required to attend all Working Groups. These Working Groups may may be convened by the SDM as required and meet at any agreed frequency, and will receive direction from the POM. The terms of reference shall be agreed jointly. These specialist Working Groups currently comprise:

1) Backlog Working Group (Sentencing sub-group)
2) Interoperability Working group

As a minimum, the Contractor shall be represented at these meetings by the DTT Programme Manager with additional attendees as mutually agreed.