Maritime Command and Staff Trainer (MCAST)

Appendix I to SoW – Configuration Management Plan

Version: 1.0

Date: 30 January 2023

Defence Equipment & Support

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Overview

This management plan exists for the Maritime Command and Staff Trainer (MCAST) project team until a full Configuration Management Plan (CMP) is produced by the winning bidder for their solution.

The MCAST capability will be provided as a service. The service provider will be responsible for all configuration of the software, hardware, data and configuration settings of appliances. Each exercise will be slightly different and require adjustments to the configuration of users, environmental data, entities within the simulation and tasks or actions. The White Force will assist in the setting of the configurations for each exercise and these configurations will also respond to the actions of the Training Audience.

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The Training Audience includes participants with different roles, permissions and access to data. Each exercise simulation will be set up for the Training Audience to meet specific Collective Training Objectives (CTOs). These CTOs will drive the configuration of the simulation and probably also the range of software applications that are included.

Over the life of the service the MCAST configuration will change significantly. It does not need to be at a particular baseline for any specific exercise. It will need to be controlled and managed to ensure stability for the big set-piece exercises. However, each of these exercises is a project within its own right, running for an extended period within the contract, with different design, test and assurance activities prior to the exercise going 'live'. It is desirable that the contractor sees the service as a live and evolving entity with many configuration states.

The final deliverable of the CMP will be required from the contractor three [3] months after contract commencement. Proposals for configuration management, presented in a draft version of the CMP, will be requested at the competition stage to allow assessment of different approaches.

Success at configuration management will determine the performance and availability of the MCAST service. Failures in configuration management will lead to service outages and reduced performance, which will impact the contractor's ability to achieve the Key Performance Indicators (KPIs).

There is no need for Ministry of Defence (MOD) staff to become involved in configuration management, except to the extent of setting up exercises to fulfil the CTOs.

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Contract Deliverable CMP

The contractor will need to create a draft CMP for the Invitation to Negotiate (ITN) phase in accordance with Defence Standard 05-057[2]. The topics to be addressed in the deliverable CMP are summarised below and will be presented in the following 12 sections:

- Section 1 – Introduction: details the purpose, scope and structure of the CMP. It also details the definitions, acronyms and references used.

- Section 2 – Project: details the MCAST configuration management milestones relevant to this CMP.

- Section 3 – Organisation and Responsibilities: describes the roles and responsibilities of the organisations and individuals accountable for configuration management of MCAST.

- Section 4 – Contract: details contractual MCAST configuration management requirements.

- Section 5 – Resources: describes how tools used to create and change MCAST Configuration Items (CIs) shall be managed.

- Section 6 – Interface Management: details how the configuration management responsibilities for MCAST CIs shall be transferred from suppliers to MCAST, between MCAST sites (if applicable) and from MCAST to non-MCAST custodians.

- Section 7 – Selection of CIs: details the attributes to be recorded for MCAST CIs.

- Section 8 – Configuration Change Management: defines the process to be used to manage changes to CIs.

- Section 9 – Configuration Status Accounting: describes how traceability of the configuration for each CI shall be maintained throughout its life within MCAST.

- Section 10 – Configuration Audits: defines the scope and regularity of MCAST configuration audits.

- Section 11 – Data Management: outlines the data (including software, electronic and hard copies of documents) protection, storage, back-up and distribution requirements.

- Section 12 – Training: details the configuration management training requirements.

Acronyms

Table 1: Acronyms

Acronym	Definition
CI	Configuration Item
CMP	Configuration Management Plan
CTO	Collective Training Objective
ITN	Invitation to Negotiate
JMNIAN	Joint Multi-National Interoperability Assurance Network
JSP	Joint Service Publication
KPI	Key Performance Indicator
MCAST	Maritime Command and Staff Trainer
MOD	Ministry of Defence
OPCIS	Operational Command Information Systems

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[2] Ministry of Defence, Defence Standard 05-057, Configuration Management of Defence Materiel, Issue 8, 28 Mar 2022.

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