

ANNEX H**Contract Data Requirements**

cECS, CCSM & DRUMMER Support

1. The Contract Data Requirements (CDR) included in this Annex are:

CDR 001	Integrated Logistic Support Plan (ILSP)
CDR 002	Disposal Plan
CDR 003	DRACAS Plan
CDR 004	Obsolescence management Plan
CDR 005	Software Support Plan
CDR 006	Transition Plan
CDR 007	Project Management Plan (PMP)
CDR 008	Information Assurance Plan
CDR 009	Quality Assurance Plan
CDR 010	Safety and Environmental Management Plan / Case Report
CDR 011	Support & Test Equipment (S&TE) Plan
CDR 012	Supply support plan
CDR 013	Packaging, Handling, Storage and Transportation (PHS&T) Plan

2. The plans will describe how the supplier will deliver the services required by the plan to meet the contractual deliverables during the period of the Contract.
3. The plans will be submitted as part of the tender in draft format and updated to enable formal agreement within 6 weeks of contract commencement.
4. All plans need to be reviewed/updated on an annual basis.

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 001	3. <u>Data Category</u> Integrated Logistic Support Plan (ILSP)	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Development of a CLSP Plan for cECS, CCSM & DRUMMER Support		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for providing CLS to the Authority. The CLSP shall as a minimum include: Maintenance and support processes to: <ul style="list-style-type: none"> • Showing how equipment will be supported throughout the contract duration. • Detail what will be delivered in-terms of CLS i.e. helpdesk, system engineers etc. making reference to the Defence Logistics Framework • State how availability targets will be met and the mechanisms that are going to be implemented to allow the Authority to track this. • Detail how simple and complex repairs will be managed. • Show approach to Incident and problem management • Include information on personnel who will be working in support of the contract, reference to their security clearance should be included. Inventory management processes to: <ul style="list-style-type: none"> • Including information on how legacy and future spares will be managed moving forward ensuring alignment with Defence Logistics Framework. • Showing configuration management. • Providing details on how Equipment will be NATO Codified. • Provide evidence of a clear demand and return process using Materials Demands with reference to Joint Supply Chain via Purple Gate • Show assets in industry – How will the Contractor report on levels/movement of assets quarterly. • Detail on storage facilities to be provided. • Show asset management – How will the Contractor manage the spares holding at their premises. 	

	<ul style="list-style-type: none"> Specifying containment facilities, storage locations, inspection criteria and storage periods if the system is to be stored. <p>Repair and replacement processes to:</p> <ul style="list-style-type: none"> Show how availability targets (response times) will be met and the mechanisms that are going to be implemented to allow the Authority to track this. Information on how the Contractor will deal with various line and depth of maintenance. Providing visibility of resources who will be responsible for conducting repairs. Providing details on how equipment will be brought on MOD sites. Show how VFM will be secured on all recommended repairs. <p>Processes for Disposal of legacy equipment to:</p> <ul style="list-style-type: none"> Defining and publish a disposal strategy for the System, to include each System element and any resulting waste products. Show scaling of spares – How will the Contractor determine recommendations for spares holding for the duration of the Contract. Show how will unavoidable constraints on the System design arising from the disposal strategy be managed. Confirming that no detrimental health, security, safety and environmental factors exist following disposal.
<p>7. <u>Purpose for which data is required</u></p> <p>Provides auditable document for management of contract.</p>	<p>8. <u>Intellectual Property Rights</u></p> <p>a. <u>Applicable DEFCONs</u></p> <p>DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information</p> <p>DEFCON 21 (Edn 06/21) – Retention of Records</p> <p>b. <u>Special IP Conditions</u></p> <p>None</p>
<p>9. <u>Update/Further Submission Requirements</u></p>	
<p>10. <u>Medium of Delivery</u></p> <p>Soft Copy</p>	<p>11. <u>Number of Copies</u></p> <p>1 off</p>

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 002	3. <u>Data Category</u> Disposal Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Disposal Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing the disposal processes and procedures for the cECS, CCSM & DRUMMER support project to the Authority. The plan shall as a minimum include: <ul style="list-style-type: none"> • Defines the disposal process and procedures to be employed by cECS, CCSM & DRUMMER systems for the In-Service Support Project; • Detail how disposal of all elements of cECS, CCSM & DRUMMER equipment be dealt with should the item reach the end of its lifetime during the contract period; • Conforming to current MOD Policy JSP 886 (now superseded by the Defence Logistic Framework (DLF)), JSP 440 and health, safety and environmental legislation; • Identification of the cECS, CCSM & DRUMMER equipment disposal requirements. This is to include identified risks to the disposal of hazardous materials. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
10. <u>Medium of Delivery</u> Soft Copy		11. <u>Number of Copies</u> 1 off	

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 003	3. <u>Data Category</u> DRACAS Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> DRACAS Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> REDACTED UNDER FOIA SECTION 24 SAFEGUARDING NATIONAL SECURITY	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
10. <u>Medium of Delivery</u> Soft Copy		11. <u>Number of Copies</u> 1 off	

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 004	3. <u>Data Category</u> Obsolescence Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Obsolescence Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing obsolescence for the cECS, CCSM & DRUMMER support project to the Authority. The plan shall as a minimum include: <ul style="list-style-type: none"> • Details of the organisation and individuals that will be/are responsible for the conduct of the activities listed by the plan. • Details of risk assessment conducted to inform the approach to obsolescence management. • Details on how obsolescence monitoring will be conducted include who will be doing the monitoring, how the monitoring will be conducted and how the results will be communicated. • Details of arrangements with suppliers, specifying if these are contractual requirements or requests. • Details on how metrics used. • Statements on how the project intends to manage obsolescence at the end of the proposed contract. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
10. <u>Medium of Delivery</u> Soft Copy		11. <u>Number of Copies</u> 1 off	

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 005	3. <u>Data Category</u> Software Support Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Software Support Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing software support to the supplied software packages for the cECS, CCSM & DRUMMER systems. The plan shall as a minimum include: <ul style="list-style-type: none"> • Support the cECS, CCSM & DRUMMER baseline in-service software; • Investigate and sentence cECS, CCSM & DRUMMER software defects. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 006	3. <u>Data Category</u> Transition Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> A Transition Plan that defines how the incoming contractor will take on responsibility for support of the cECS, CCSM & DRUMMER system.		6. <u>General Description of Data Deliverable</u> The transition plan shall include but not limited to: <ul style="list-style-type: none"> • The activities that will be undertaken and processes put in place to ensure that a support solution for the cECS, CCSM & DRUMMER Support Capability continues • Details on key staff that will be needed to support the transition process, at all relevant levels. • Logistic requirements to support the transition process, including the acquisition and / or development of additional systems and / or resources. • The knowledge transfer requirements for the transition process, including the full range of participants and stakeholders. • The transition process, taking into account priorities and the potential for disruption, and identifying when ownership for change initiative outputs and benefits realisation are transferred to business-as-usual. • Detail the process to manage and move the current spares holdings from the incumbent support contractor. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
10. <u>Medium of Delivery</u> Soft Copy		11. <u>Number of Copies</u> 1 off	

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 007	3. <u>Data Category</u> Project Management Plan (PMP)	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Development of a Project Management Plan for cECS, CCSM & DRUMMER support		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for providing project management support to the Authority in the context of cECS, CCSM & DRUMMER Support. The PMP shall include as a minimum: <ul style="list-style-type: none"> • Clear roles, responsibilities and levels of delegated authority should be defined, clearly stating the rules, limits and tolerances for the component projects. • Strategies / plans for acceptance; • risk management • Issue resolution • assumptions management • stakeholder engagement and communications; • project monitoring and control, including change control; • project reporting and information management 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 008	3. <u>Data Category</u> Information Assurance (IA) Plan	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Information Assurance plan for cECS, CCSM & DRUMMER support		6. <u>General Description of Data Deliverable</u> The IA plan shall: <ul style="list-style-type: none"> • Demonstrate compliance against the Security Policy Framework (SPF) with specific reference to how well risks are being managed through the delivery chain as part of this process. • Provide evidence on measures being taken to protect the confidentiality, availability and integrity of the information they are handling. • Provide evidence on annual review of security and information risk management processes. • Include in the plan the approach for Risk Management Accreditation Documentation set. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			
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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 009	3. <u>Data Category</u> Quality Assurance (QA) Plan	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Quality plan for CECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The Quality Plan shall specify how all contract related quality requirements shall be fulfilled. <ul style="list-style-type: none"> Reference to c AQAP 2105 contains the NATO requirements for Deliverable Quality Plans to be used in contracts. The suppliers Deliverable Quality Plan will be evaluated according to these requirements. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 010	3. <u>Data Category</u> Safety & Environmental Plan/Case report	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Safety and environmental Management Plan and outline safety and environmental case report (SECR)		6. <u>General Description of Data Deliverable</u> A SECR shall be produced for the capability. The SECR plan shall provide details on: <ul style="list-style-type: none"> • Safety Management process and compliance with DEF STAN 00-056 • Civil, open or other standards or good practice where there are used in full or partial fulfilment of the requirements of this standard and document the means by which differences to this standard will be resolved. Demonstrate compliance against: DefStan 00-056 compliant Safety & Environmental Management Plan. DSA 01.1 DSA 02 DMR POSMS & POEMS	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 011	3. <u>Data Category</u> Support and Test Equipment (S&TE) Plan	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Support and Test Equipment Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing the support and test equipment for the cECS, CCSM & DRUMMER support project to the Authority. The plan shall as a minimum include: <ul style="list-style-type: none"> • Address the support and test equipment required for the various levels of maintenance support; • Provide detail of equipment calibration requirements and support procedures for S&TE; • Detail the identification and the justification requirement for hand-tools, mechanical test equipment, electrical test equipment and other Special Tools. • Requirement of a list detailing the support equipment required including, existing items of in-service S&TE, new items of S&TE and COTS items of S&TE. • Describe the procedures to be implemented during the In-service and disposal phases of the cECS, CCSM & DRUMMER life cycle to manage the identification and development of S&TE for cECS, CCSM & DRUMMER equipment; • Consideration of the need to reduce as far as practicable the necessity for S&TE to support the cECS, CCSM & DRUMMER In-Service Support contract, whilst optimising the utilisation of existing in-service S&TE; • Conduct analysis wherever existing in-service S&TE is found to be unsuitable, or will suffer from obsolescence issues early in the cECS, CCSM & DRUMMER life cycle, identify suitable alternatives, ensuring that the recommended considerations are taken into account; • Address the support and test equipment required for the various levels of maintenance support: Identification and the justification requirement for hand-tools, mechanical test equipment, electrical test equipment and other Special Tools.	
7. <u>Purpose for which data is required</u>		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u>	

Provides auditable document for management of contract.	<p>DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information</p> <p>DEFCON 21 (Edn 06/21) – Retention of Records</p> <p>b. <u>Special IP Conditions</u></p> <p>None</p>
9. <u>Update/Further Submission Requirements</u>	
<p>10. <u>Medium of Delivery</u></p> <p>Soft Copy</p>	<p>11. <u>Number of Copies</u></p> <p>1 off</p>

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 012	3. <u>Data Category</u> Supply Support Plan	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> Supply Support Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing the supply support elements for the contract. The plan shall as a minimum include: <ul style="list-style-type: none"> Information that details the supply elements required to support the equipment such that it continues to meet the operational capability through life; The necessary management information to maintain a fully optimised Supply Support solution to be operated throughout the In-Service phase; Details on how spares have been identified, how the spares will be provided and delivered and how the support arrangements will be delivered through the period of the contract; The objectives, organisation, policies, procedures and schedules required for the implementation of the Support Programme. Details of the supply elements required to support the equipment such that it continues to meet the operational capability, the supply elements to include, spares, repair loop, helpdesk support, logistics support and obsolescence management. Identify and manage the onboard and depot spares throughout the in-service phase. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
9. <u>Update/Further Submission Requirements</u>			

10. <u>Medium of Delivery</u> Soft Copy	11. <u>Number of Copies</u> 1 off

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CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> 705740450	2. <u>CDR Number</u> 013	3. <u>Data Category</u> Packaging, Handling, Storage and Transportation (PHS&T) Plan.	4. <u>Contract Delivery Date</u> Contract Commencement + 6 weeks
5. <u>Equipment/Equipment Subsystem Description</u> PHS&T Plan for cECS, CCSM & DRUMMER		6. <u>General Description of Data Deliverable</u> The plan shall contain a description of the approach for managing packaging, handling, storage and transportation elements for the cECS, CCSM & DRUMMER support project to the Authority. The plan shall as a minimum include: <ul style="list-style-type: none"> • Details the approach to be taken for PHS&T of goods in relation to the in-service support of the cECS / CCSM / DRUMMER systems; • Provides detail of the packaging, handling, storage and transportation of all spare parts that will be supplied to the Authority as part of the In-Service Support; • Cover ongoing supply of codified spares if directed by the Authority. 	
7. <u>Purpose for which data is required</u> Provides auditable document for management of contract.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 (Edn 06/21) - Design Rights and Rights to use Design Information DEFCON 21 (Edn 06/21) – Retention of Records b. <u>Special IP Conditions</u> None	
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