DATA ITEM DESCRIPTION

Title: SOFTWARE TRANSITION PLAN (STrP)

Number: DI-IPSC-81429A
AMSC Number: N7374
DTIC Applicable: No
Office of Primary Responsibility: N/SPAWAR
Applicable Forms: N/A
Use, Relationships:

Approval Date: 20000110
Limitation: N/A
GIDEP Applicable: No

The Software Transition Plan (STrP) identifies the hardware, software, and other resources needed for life cycle support of deliverable software and describes the developer's plans for transitioning deliverable items to the support agency.

The STrP is developed if the software support concept calls for transition of responsibility from the developer to a separate support agency. The STrP may also be used by the acquirer for updating the Computer Resources Life Cycle Management Plan.

This Data Item Description (DID) contains the format and content preparation instructions for the data product generated by specific and discrete task requirements as delineated in the contract.

This DID is used when the developer is tasked to develop and record plans for transitioning deliverable items to the support activity.

This DID supersedes DI-IPSC-81429.

Requirements:

1. Reference documents. None.

2. General instructions.

a. Automated techniques. Use of automated techniques is encouraged. The term "document" in this DID means a collection of data regardless of its medium.

b. Alternate presentation styles. Diagrams, tables, matrices, and other presentation styles are acceptable substitutes for text when data required by this DID can be made more readable using these styles.

3. Format. Following are the format requirements.

The plan shall be in contractor format unless otherwise specified on the Contract Data Requirements List (CDRL)(DD 1423). The CDRL should specify whether deliverable data are to be delivered on paper or electronic media; are to be in a given electronic form (such as ASCII,

CALS, or compatible with a specified word processor or other support software); may be delivered in developer format rather than in the format specified herein; and may reside in a computer-aided software engineering (CASE) or other automated tool rather than in the form of a traditional document.

4. Content. The plan shall contain the following:

a. Title page or identifier. The document shall include a title page containing, as applicable: document number; volume number; version/revision indicator; security markings or other restrictions on the handling of the document; date; document title; name, abbreviation, and any other identifier for the system, subsystem, or item to which the document applies; contract number; CDRL item number; organization for which the document has been prepared; name and address of the preparing organization; and distribution statement. For data in a database or other alternative form, this information shall be included on external and internal labels or by equivalent identification methods.

b. Table of contents. The document shall contain a table of contents providing the number, title, and page number of each titled paragraph, figure, table, and appendix. For data in a database or other alternative form, this information shall consist of an internal or external table of contents containing pointers to, or instructions for accessing, each paragraph, figure, table, and appendix or their equivalents.

c. Page numbering/labeling. Each page shall contain a unique page number and display the document number, including version, volume, and date, as applicable. For data in a database or other alternative form, files, screens, or other entities shall be assigned names or numbers in such a way that desired data can be indexed and accessed.

d. Response to tailoring instructions. If a paragraph is tailored out of this DID, the resulting document shall contain the corresponding paragraph number and title, followed by "This paragraph has been tailored out." For data in a database or other alternative form, this representation need occur only in the table of contents or equivalent.

e. Multiple paragraphs and subparagraphs. Any section, paragraph, or subparagraph in this DID may be written as multiple paragraphs or subparagraphs to enhance readability.

f. Standard data descriptions. If a data description required by this DID has been published in a standard data element dictionary specified in the contract, reference to an entry in that dictionary is preferred over including the description itself.

g. Substitution of existing documents. Commercial or other existing documents may be substituted for all or part of the document if they contain the required data.

The numbers shown designate the paragraph numbers to be used in the document.

1. Scope. This section shall be divided into the following paragraphs.

1.1 Identification. This paragraph shall contain a full identification of the system and the software to which this document applies, including, as applicable, identification number(s), title(s), abbreviation(s), version number(s), and release number(s).

1.2 System overview. This paragraph shall briefly state the purpose of the system and the software to which this document applies. It shall describe the general nature of the system and software; summarize the history of system development, operation, and maintenance; identify the project sponsor, acquirer, user, developer, and support agencies; identify current and planned operating sites; and list other relevant documents.

1.3 Document overview. This paragraph shall summarize the purpose and contents of this document and shall describe any security or privacy considerations associated with its use.

1.4 Relationship to other plans. This paragraph shall describe the relationship, if any, of the STrP to other management plans.

2. Referenced documents. This section shall list the number, title, revision, and date of all documents referenced in this document. This section shall also identify the source for all documents not available through normal Government stocking activities.

3. Software support resources. This section shall be divided into paragraphs to identify and describe the resources needed to support the deliverable software. These resources shall include items needed to control, copy, and distribute the software and its documentation, and to specify, design, implement, document, test, evaluate, control, copy, and distribute modifications to the software.

3.1 Facilities. This paragraph shall describe the facilities needed to support the deliverable software. These facilities may include special buildings, rooms, mock-ups, building features such as raised flooring or cabling; building features to support security and privacy requirements (TEMPEST shielding, vaults, etc.), building features to support safety requirements (smoke alarms, safety glass, etc.), special power requirements, and so on. The purpose of each item shall be described. Diagrams may be included as applicable.

3.2 Hardware. This paragraph shall identify and describe the hardware and associated documentation needed to support the deliverable software. This hardware may include computers, peripheral equipment, hardware simulators, stimulators, emulators, diagnostic equipment, and non-computer equipment. The description shall include:

a. Specific models, versions, and configurations

b. Rationale for the selected hardware

c. Reference to user/operator manuals or instructions for each item, as applicable

d. Identification of each hardware item and document as acquirer-furnished, an item that will be delivered to the support agency, an item the support agency is known to have, an item the support agency must acquire or other description of status

e. If items must be acquired, information about a current source of supply, including whether the item is currently available and whether it is expected to be available at the time of delivery

f. Information about manufacturer support, licensing, and data rights, including whether the item is currently supported by the manufacturer, whether it is expected to be support at the time of delivery, whether licenses will be assigned to the support agency, and the terms of such licenses

g. Security and privacy considerations, limitations, or other items of interest

3.3 Software. This paragraph shall identify and describe the software and associated documentation needed to support the deliverable software. This software may include computer-aided software engineering (CASE) tools, data in these tools, compilers, tests tools, test data, simulations, emulations, utilities, configuration management tools, databases and data files, and other software. The description shall include:

a. Specific names, identification numbers, version numbers, release numbers, and configurations, as applicable

b. Rationale for the selected software

c. Reference to user/operator manuals or instructions for each item, as applicable

d. Identification of each software item and document as acquirer-furnished, an item that will be delivered to the support agency, an item the support agency is known to have, an item the support agency must acquire, or other description of status

e. If items must be acquired, information about a current source of supply, including whether the item is currently available and whether it is expected to be available at the time of delivery

f. Information about vendor support, licensing, and data rights, including whether the item is currently supported by the vendor, whether it is expected to be supported at the time of delivery, whether licenses will be assigned to the support agency, and the terms of such licenses

g. Security and privacy considerations, limitations, or other items of interest

3.4 Other documentation. This paragraph shall identify any other documentation needed to support the deliverable software. The list will include, for example, plans, reports, studies,

specifications, design descriptions, test cases/procedures, test reports, user/operator manuals, and support manuals for the deliverable software. This paragraph shall provide:

a. Names, identification numbers, version numbers, and release numbers, as applicable

b. Rationale for including each document in the list

c. Identification of each document as acquirer-furnished, an item that will be delivered to the support agency, an item the support agency is known to have, an item the support agency must acquire, or other description of status

d. If a document must be acquired, information about where to acquire it

e. Information about licensing and data rights

f. Security and privacy considerations, limitations, or other items of interest

3.5 Personnel. This paragraph shall describe the personnel needed to support the deliverable software, including anticipated number of personnel, types and levels of skills and expertise, and security clearances. This paragraph shall cite, as applicable, actual staffing on the development project as a basis for the staffing needs cited.

3.6 Other resources. This paragraph shall identify any other resources needed to support the deliverable software. Included may be consumables such as magnetic tapes and diskettes, together with an estimate of the type and number that should be acquired.

3.7 Interrelationship of components. This paragraph shall identify the interrelationships of the components identified in the preceding paragraphs. A figure may be used to show the interrelationships.

4. Recommended procedures. This section shall be divided into paragraphs as needed to describe any procedures, including advice and lessons learned, that the developer may wish to recommend to the support agency for supporting the deliverable software and associated support environment.

5. Training. This section shall be divided into paragraphs as appropriate to describe the developer's plans for training support personnel to support of the deliverable software. This section shall include:

a. The schedule, duration, and location for the training

b. The delineation between classroom training and "hands-on" training

c. Provision (either directly or by reference) for:

1) Familiarization with the operational software and target computer(s)

2) Familiarization with the support software and host system

6. Anticipated areas of change. This section shall describe anticipated areas of change to the deliverable software.

7. Transition planning. This section shall be divided into paragraphs as needed to describe the developer's plans for transitioning the deliverable software to the support agency. This section shall address the following:

a. All activities to be performed to transition the deliverable software to the support agency. These activities may include planning/coordination meetings; preparation of items to be delivered to the support agency; packaging, shipment, installation, and checkout of the software support environment; packaging, shipment, installation, and checkout of the operational software; and training of support personnel.

b. Roles and responsibilities for each activity

c. The resources needed to carry out the transition activities and the source from which each resource will be provided

d. Schedules and milestones for conducting the transition activities. These schedules and milestones shall be compatible with the contract master schedule.

e. Procedures for installation and checkout of deliverable items in the support environment

8. Notes. This section shall contain any general information that aids in understanding this document (e.g., background information, glossary, rationale). This section shall include an alphabetical listing of all acronyms, abbreviations, and their meanings as used in this document and a list of any terms and definitions needed to understand this document.

A. Appendices. Appendices may be used to provide information published separately for convenience in document maintenance (e.g., charts classified data). As applicable, each appendix shall be referenced in the main body of the document where the data would normally have been provided. Appendixes may be bound as separate documents for ease in handling. Appendixes shall be lettered alphabetically (A, B, etc.).

END OF DI-IPSC-81429A