DATA ITEM DESCRIPTION

1. DID NUMBER: DID-V&V-TST-ATREP-V5.3
2. TITLE: Acceptance Test REPORT
3. DESCRIPTION and intended use

Acceptance Test Reports (ATRs) are be used to document the results of the system test activity. In particular, ATRs formally document the results, conclusions and recommendations of testing conducted according to the V&VP, associated Acceptance Test Plans (ATPs), and associated Acceptance Test Procedures (ATProcs).

The Contractor uses the ATR to:

record the outcome of V&V activities, and to determine any corrective action required; and

inform the Commonwealth of the outcome of the relevant V&V activities in support of offering Supplies for Acceptance.

The Commonwealth uses the ATR to:

support considerations on the suitability of Supplies offered for Acceptance; and

assist with monitoring the performance of the Contractor.

1. INTER-RELATIONSHIPS

The ATR is subordinate to the following data items, where these data items are required under the Contract:

Verification & Validation Plan (V&VP).

The ATR inter-relates with the following data items, where these data items are required under the Contract:

ATPs; and

ATProcs.

1. Applicable Documents

The following documents form a part of this DID to the extent specified herein:

Nil.

1. Preparation Instructions
   1. Generic Format and Content

The data item shall comply with the general format, content and preparation instructions contained in the CDRL clause entitled ‘General Requirements for Data Items’.

The data item shall include a traceability matrix that defines how each specific content requirement, as contained in this DID, is addressed by sections within the data item.

* 1. Specific Content

The ATR shall identify the component, equipment or system that was tested and briefly describe the tests conducted making reference to applicable documents, including ATPs and ATProcs, as required. Terms, abbreviations, symbols and documents referenced in the ATR shall be defined.

The ATR shall define the general conditions under which the test was conducted including:

**Test Personnel.** The ATR shall identify, by name and position, all personnel involved in the conduct and supervision of the Acceptance Test. Where applicable, the role of each participant should be identified;

**Description of the Item Under Test.** The ATR shall uniquely identify (by serial number or similar) the component, equipment or system subject to Acceptance Testing, including a description of its configuration status (modification/revision status);

**Description of Test Equipment.** The ATR shall uniquely identify all test equipment used including equipment serial numbers. Where applicable, this description shall state where and when the equipment was last calibrated;

**Data Reduction/Post Processing.** The ATR shall describe any additional equipment and software used to process data collected during the test including unique serial number / version information; and

**General Conditions.** The ATR shall describe any other general conditions that are considered to have had an influence on the conduct or results of the test.

The ATR shall detail the test set-up and method by reference to the applicable ATProc. Any departures from the test set-up or method of the ATProc shall be detailed and justified.

The ATR shall incorporate all relevant information concerning the test, including the procedure or reference thereto. The ATR shall incorporate a copy, or reference to, the 'as-run' test procedure, the original of which shall remain in a record file along with the test log.

The ATR shall include the names of Commonwealth representative(s) who witnessed the Verification activities, or reference to the authority given to conduct Verification activities without a Commonwealth presence.

The ATR shall discuss the test results obtained and document the results of the test in tabular form. Where appropriate results may also be represented in graphical or diagrammatical form in the ATR. All tables and graphs shall be numbered, titled and dimensioned (with units). Raw results/measurements shall be recorded on the data sheets provided in the ATProc, signed by Commonwealth representative and Contractor participants to the tests, and should be provided as attachments to the ATR.

Data generated by data reduction/post processing techniques shall also be presented in the ATR as attachments.

All anomalies, failures and out-of-tolerance conditions shall be recorded and explained.

Where calculations are applied to test measurements, these equations are to be shown.

The ATR shall detail conclusions and provide a summary of the test results. The conclusions shall include an assessment of the success, or otherwise, of the test in substantiating the associated requirements.

When a test fails to fully verify compliance with the associated requirement, the ATR shall recommend further action, such as redesign and retest.

The ATR shall include certification that the test results and any attachments, including data sheets, computer printouts, photographs, etc., are authentic, accurate, current, and in accordance with the associated ATP and ATProc.