DATA ITEM DESCRIPTION

1. DID Number: -V5.2
2. TITLE: Contractor Standing Capability Master Schedule
3. DESCRIPTION and intended use

The Contractor Standing Capability (CSC) Master Schedule (CSCMS) provides the consolidated schedule for the complete set of CSC Tasks, and:

describes the Contractor’s planned sequence of activities, milestones and decision points to enable the objectives of each of the active and proposed CSC Tasks to be met;

Note: A ‘proposed CSC Task’ is one that the Contractor has been requested to undertake planning for.

provides a consolidated summary of the individual schedules for each of the Approved and proposed CSC Tasks; and

defines the current schedule status for the active CSC Tasks, comparing the current schedule with the contracted schedules.

The Contractor uses the CSCMS to:

plan the activities and sequencing of those activities to achieve the requirements of the Approved and proposed CSC Tasks;

enable resource planning and reporting to be conducted across all Approved and proposed CSC Tasks;

provide schedule direction and status to the management team responsible for the conduct of the work; and

demonstrate to the Commonwealth that the requirements of the Approved and proposed CSC Tasks can be met.

The Commonwealth uses the CSCMS to:

gain visibility into the Contractor’s schedule and resource planning;

confirm that the schedule for a proposed CSC Task is realistic and achievable;

understand and evaluate the Contractor’s approach to meeting the requirements of the active CSC Tasks;

assist with monitoring the progress of the Contractor in meeting the requirements of the Approved CSC Tasks;

inform the Commonwealth Representative of scheduled Commonwealth inputs and related activities (eg, Acceptance of CSC Task outputs); and

review the effective utilisation of CSC resources when evaluating future changes to the CSC.

1. INTER-RELATIONSHIPS

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

Support Services Management Plan (SSMP);

Contractor Engineering Management Plan (CEMP);

Support Services Master Schedule (SSMS);

CSC Task Plans (CSCTPs); and

CSC Status Report (CSCSR).

1. APPLICABLE DOCUMENTS

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

|  |  |
| --- | --- |
| 1. 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. Contractor Standing Capability Master Schedule
     1. General

The CSCMS shall be developed and statused such that it would be regarded as sound and reliable by a prudent and competent contractor in the Contractor’s position.

The CSCMS shall be prepared in the same software format as the SSMS, where one is required under the Contract.

The CSCMS shall be delivered as a copy of the CSCMS data file in the CSCMS software format.

* + 1. CSCMS Content

The CSCMS shall graphically depict the overall schedule for all Approved CSC Tasks, including the progress against the schedule, to a level that enables the interrelationships between the CSC Tasks to be readily apparent, particularly with respect to the requirements for, and availability of, resources.

The CSCMS shall also graphically depict each proposed CSC Task to show the impact of the task on Approved CSC Tasks. This representation of the CSCMS shall not be submitted for Approval. The schedule information for each proposed task shall not be incorporated into the Approved version of the CSCMS (and, therefore, requiring the CSCMS to be submitted for re‑Approval in accordance with the CDRL) until the CSC Task is Approved, except where otherwise agreed between the parties.

The CSCMS shall be capable of being displayed in a variety of formats, including:

a Gantt chart;

a listing of all tasks, together with their planned and actual start and completion dates; and

a listing of milestones, together with their original, rescheduled, forecast and actual completion dates.

The CSCMS shall include:

activities and their estimated durations;

any significant CSC Task milestones;

the relationships and dependencies between activities and milestones to be accomplished by or for the Contractor in the performance of its obligations under the Approved and, where applicable, proposed CSC Tasks;

earliest and latest start and finish dates for all activities and milestones;

critical and non-critical paths;

floats available on all activities and milestones;

significant meetings and reviews associated with each CSC Task, such as System Reviews for Major Changes;

allocated resources for each activity;

Subcontractors’ activities, to the extent consistent with the schedule detail for the Contractor’s own schedule;

Commonwealth tasks, where such tasks interface with, and may affect, Contractor tasks; and

notes on the use of the CSCMS, including a glossary of terms and symbols used.

Each submission of the CSCMS shall provide the current status against the schedule baseline for each Approved CSC Task, identifying:

progress against all activities;

the actual start and completion dates for all activities and milestones; and

the current forecast completion dates for all activities and milestones.