DATA ITEM DESCRIPTION

1. DID NUMBER: -V5.3
2. TITLE: RESEARCH AND DEVELOPMENT MANAGEMENT PLAN
3. DESCRIPTION and intended use

The Research and Development (R&D) Management Plan (R&DMP) describes the Contractor's plans for undertaking R&D under the Contract to achieve the requirements and objectives for the R&D program, as set out in the SOW. The R&DMP also describes the collaborative arrangements to be implemented with the Commonwealth (including the project team, Defence Science and Technology Group (DSTG), Commonwealth Scientific and Industrial Research Organisation (CSIRO) and other Commonwealth agencies), state governments, academia, and Approved Subcontractors (‘**R&D Stakeholders**’) to achieve these objectives.

The Contractor uses the R&DMP to:

describe the arrangements for managing the R&D program and set out the plan for each R&D opportunity, including any collaborative arrangements with R&D Stakeholders required to address the R&D opportunity;

provide direction to the Contractor’s management team and Approved Subcontractors’ management teams, responsible for managing the R&D program and/or conducting each R&D opportunity;

ensure that those parties (including the R&D Stakeholders) who are undertaking R&D activities understand their responsibilities, the processes to be used, and the time-frames involved; and

define the Contractor’s expectations of the Commonwealth in the R&D program, including in relation to coordinating with other R&D Stakeholders.

The Commonwealth uses the R&DMP to:

understand the Contractor’s approach to meeting the R&D requirements of the Contract, including the relationships between the various R&D Stakeholders involved in the R&D program;

gain assurance that the Contractor’s R&D activities are likely to produce tangible outcomes that will achieve the objectives of the R&D program, including understanding how and when these outcomes might be incorporated into the designs for the Mission System(s) and/or Support System;

identify and understand the Commonwealth’s involvement in the Contractor’s R&D program, both as one of the R&D Stakeholders and as a potential source of funding for an R&D opportunity, including monitoring the Contractor’s program and engaging at key decision points; and

as an input into the Commonwealth’s own planning.

1. INTER-RELATIONSHIPS

The R&DMP is subordinate to the Australian Industry Capability (AIC) Plan.

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

Defence-Required Australian Industrial Capability Plan (DRAICP);

Supply Chain Management Plan (SCMP);

Growth Plan (GP);

Australia and New Zealand (ANZ) Subcontractor Technical Data List (ASTDL);

Contract Work Breakdown Structure (CWBS);

Contract Master Schedule (CMS); and

Contract Status Report (CSR).

1. Applicable Documents

The following document forms a part of this DID to the extent specified herein:

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| 1. Nil. |  |

1. Preparation Instructions
   1. Generic Format and Content

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

When the Contract has specified delivery of another data item that contains aspects of the required information, the R&DMP should summarise these aspects and refer to the other data item.

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
     1. General

The R&DMP shall describe the objectives, scope, constraints, and assumptions associated with the Contractor’s R&D program.

The R&DMP shall describe the Contractor’s strategy for involving Australian Industry in the Contractor’s R&D program and for collaborating with the other R&D Stakeholders to achieve the R&D objectives for the Contract.

* + 1. R&D Management

The R&DMP shall describe the arrangements for managing and undertaking the R&D program for the Contract, including:

the identification of the manager with overall responsibility for the R&D program;

the methodology, systems, processes and tools to be used for undertaking the R&D program, including for:

identifying and progressing new R&D opportunities;

engaging with each of the different categories of R&D Stakeholder, including how Approved Subcontractors will be incorporated into the R&D program; and

managing the implementation of Approved R&D opportunities;

the conduct of any specific R&D activities required by the Contract (excluding the conduct of Approved R&D opportunities, each of which is addressed by a separate implementation plan under clause 6.2.5), including engaging with the R&D Stakeholders;

the mechanisms to be used to enable the Contractor to monitor the implementation plan for each Approved R&D opportunity and how deviations from the plan will be recognised and acted upon; and

the mechanisms to be used to report implementation progress for an Approved R&D opportunity to the R&D Stakeholders (taking into account the requirements of clause 6.2.6), including the Commonwealth.

* + 1. R&D Opportunity Identification

The R&DMP shall describe the methodology to be used by the Contractor and Approved Subcontractors to assist with the identification of potential R&D opportunities, including:

linkages to specific activities for the design of the Mission System(s) and/or Support System that could identify these opportunities (eg, the growth, evolution and obsolescence program and the Logistic Support Analysis activities relating to Technological Opportunities);

targeted collaborative activities with particular R&D Stakeholders (eg, collaborating with particular Approved Subcontractors, DSTG or academia); and

whether or not the identification of R&D opportunities with Approved Subcontractors will be incentivised and, if so, in which areas of the Contract these incentives are proposed (eg, in relation to particular systems or subsystems within the Mission System(s)).

* + 1. Overview of Approved R&D Opportunities

Note: The initial set of R&D opportunities would be those opportunities that were offered by the Contractor as part of its tender response and that have subsequently been incorporated into the scope of the Contract as an outcome of negotiations.

The R&DMP shall identify each Approved R&D opportunity.

The R&DMP shall, for each Approved R&D opportunity, provide an overview of:

the objectives of the R&D opportunity in the context of the enhancing the Mission System(s) and/or the Support System;

its scope, main characteristics, cost, whether or not there are any security or export control implications, and the expected outcomes to be achieved, including whether the opportunity is active or closed;

the envisaged timeframe for realisation of the expected outcomes, including identifying the expected integration of these outcomes into the Contractor’s program for the design, development and delivery of the Mission System(s) and Support System;

whether the opportunity could offer benefits to other Defence programs, other government programs and/or provide potential opportunities for Australian Industry (including the Contractor) in relation to Industrial Capabilities, exports, or the ongoing sustainability of particular products or services;

the specific R&D Stakeholders involved; and

the Contractor’s expectations of the Commonwealth in delivering the envisaged benefits for the Approved R&D opportunity.

* + 1. R&D Opportunity Implementation Planning

The R&DMP shall provide a separate implementation plan for each Approved R&D opportunity (‘**R&D Implementation Plan**’ or ‘**R&DIP**’).

Note: The CDRL may specify a delivery schedule for this element of the R&DMP that is different from the remainder of the R&DMP.

The R&DIP shall, for an Approved R&D opportunity:

describe the goals for the Approved R&D opportunity, including identifying:

how satisfaction of the goals will be assessed, including the criteria for determining whether or not the opportunity should be progressed through to production and fielding;

success or failure criteria linked to key decision points associated with either the developmental programs for the Mission System(s) and/or Support System or the R&D opportunity itself, such as potential requirements for additional funding, transitioning to production, or off-ramps;

identify the person responsible for implementation;

describe any unique management requirements and reporting requirements (taking into account the requirements of clause 6.2.6) associated with the implementation plan, particularly in relation to:

any Approved R&D opportunity that is being undertaken by, or will involve, an Approved Subcontractor; and

identifying any key decision points where Commonwealth input will be required;

describe the specific tasks to be performed to achieve the goals for the Approved R&D opportunity, including the tasks to be undertaken by the applicable R&D Stakeholders;

describe the resources required, including personnel, tools, facilities and other items necessary for implementation;

describe any technology transfer (eg, Technical Data, Intellectual Property (IP), knowhow and know-why) that will be provided to Australian Industry under the Contract and identify any resultant benefits;

provide a time-phased cost estimate for the R&D opportunity, including, if applicable, details of any Government grants (at any tier of Government) or funding to be employed in support of the R&D opportunity;

identify any critical assumptions (eg, sponsorship, workload, resource availability, and Commonwealth resource requirements) associated with achieving the goals for the Approved R&D opportunity, and describe how each affects the associated implementation plan for achieving the goals;

identify any constraints associated with the Approved R&D opportunity, such as in relation to security, export controls and Intellectual Property, including describing how these constraints will be managed;

identify the management arrangements for the anticipated R&D outcomes and output products including IP ownership and sublicensing, data sharing agreements, security classifications and constraints, and export controls;

identify and discuss any risks, including those associated with the identified assumptions and constraints, and describe the strategies to mitigate the identified risks;

provide a stand-alone schedule for the activities associated with implementing the Approved R&D opportunity, with key accomplishments and outputs to be identified as milestones and tracked against original estimates; and

describe any future activities that will be required to fully implement the Approved R&D opportunity if it is successful, such as transitioning to full-scale development, production and fielding.

* + 1. R&D Reporting

The R&DMP shall identify and describe the reporting that will be undertaken in relation to the R&D program, including:

the regular reports to be provided to the Commonwealth through the CSR;

the reports to be provided to the Commonwealth outside the normal CSR cycle when events happen in relation to an Approved R&D opportunity that either:

involve the presentation of significant findings, outcomes and/or setbacks; or

require Commonwealth inputs, collaboration, and/or decisions; and

for the reports to be provided in accordance with paragraph b above:

identification of the likely events that would trigger the need for the reports;

identification of the likely topics to be addressed; and

a description of the types of information that will be provided, which shall include (where applicable) the implications for integrating of the R&D outcomes into the design, development and delivery activities for the Mission System(s) and Support System.