MSR cHecklisT

1. Identification: MSR-CHECKLIST-S&TEPPR-V5.3
2. TITLE: support and test equipment provisioning preparedness REVIEW Checklist
3. DESCRIPTION and intended use

The objectives of the Support and Test Equipment (S&TE) Provisioning Preparedness Review (S&TEPPR) are to:

review the recommended S&TE Provisioning List (S&TEPL) to confirm that the recommended S&TE will support achievement of the Functional Baselines (FBLs) for both the Mission System and the Support System at a minimised Life Cycle Cost (LCC); and

enable the Commonwealth to proceed with actions for the procurement of S&TE.

The S&TEPPR is applicable when S&TE is being supplied under the Contract.

The S&TEPPR provides the Commonwealth and Contractor with the opportunity to review the S&TEPL as a result of the Level of Repair Analysis (LORA) and any subsequent S&TE optimisation process, including standardisation and offsetting. The S&TEPPR enables the Commonwealth and Contractor to identify issues that may affect the production and delivery of the S&TE in accordance with the Contract. Where the re-use of existing S&TE or the sharing of S&TE with other Mission Systems and their respective Support Systems are considerations of the program, the S&TEPPR shall review the rationalisation of the S&TEPL. The S&TEPPR shall also consider provisioning actions previously undertaken in relation to Long Lead Time Items (LLTIs).

The S&TEPPR allows the Commonwealth to Approve the S&TEPL and any alterations to the S&TEPL as a consequence of S&TEPPR evaluations.

There may be a requirement to have more than one review meeting as part of the S&TEPPR to enable the progressive consideration of operational, maintenance, and other support equipment, or S&TE for the Mission System, simulator (for example), and Support System Components.

This Mandated System Review (MSR) Checklist sets out the Commonwealth’s requirements and minimum expectations for the conduct of an S&TEPPR.

1. INTER-RELATIONSHIPS

The S&TEPPR shall be conducted in accordance with the Approved System Review Plan (SRP) and shall be consistent with the following data items, where these data items are required under the Contract:

Integrated Support Plan (ISP).

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

S&TEPL;

Life Cycle Cost Report and Model (LCCRM) (to ensure that the S&TEPL represents a minimised LCC solution);

Logistic Support Analysis Record (LSAR) (to ensure that the S&TE identified in the S&TEPL is consistent with the LSAR);

Task Resources Report (to ensure that S&TE associated with each of the Support System Constituent Capabilities (SSCCs) has been identified and included in the S&TEPL);

Facilities Requirements Analysis Report (FRAR) (to ensure that S&TE for Facilities and fixed plant has been appropriately addressed);

Recommended Spares Provisioning List (RSPL) (to ensure that Spares for the S&TE have been appropriately addressed);

Packaging Provisioning List (PACKPL) (to ensure that Packaging for the S&TE has been appropriately addressed);

Training Equipment List (TEL) (to ensure that S&TE for Training Equipment has been appropriately addressed);

Support System Technical Data List (SSTDL) (to ensure that Technical Data for the S&TE has been appropriately addressed); and

Software Support Plan (SWSP) (to ensure that S&TE associated with Software support has been appropriately addressed).

Note: The Status column in the following three tables indicates whether or not the associated Checklist items are able to be tailored by the Contractor in its SRP, based on the following definitions:

1. Mandatory items are not to be tailored;
2. Highly Desirable items should not be tailored, but may be tailored depending upon the specifics of the Contract and the Contractor’s internal processes; and
3. Optional items may be tailored, based upon the specifics of the Contract and the Contractor’s internal processes.

Notwithstanding the Status assigned to each Checklist item, the items are to be included in the SRP if they are applicable.

1. Review Entry Criteria

| Item | Entry Criteria | Status |
| --- | --- | --- |
|  | 1. The S&TEPL and all other data items required to be delivered before, and linked to, the S&TEPPR, have been delivered and the Commonwealth Representative considers the data items to be suitable for the purposes of conducting S&TEPPR. | 1. Mandatory |
|  | 1. Action items from any previous reviews affecting S&TEPPR have been successfully addressed or action plans agreed with the Commonwealth Representative. | 1. Mandatory |

1. Review Checklist

| Item | Checklist Item | Status |
| --- | --- | --- |
|  | 1. Were all entry criteria satisfied before starting S&TEPPR? | 1. Mandatory |
|  | 1. Has the impact of Approved and pending Contract Change Proposals (CCPs) been assessed? | 1. Highly Desirable |
|  | 1. Have all Commonwealth Representative review comments against data items been adequately addressed? | 1. Mandatory |
|  | 1. Has the required S&TE information been documented in the LSAR or the Task Resources Report(s), as required under the Contract? Is the S&TEPL consistent with the LSAR or the Task Resources Report(s)? | 1. Optional |
|  | 1. Does the S&TEPL identify S&TE for each of the SSCCs, including S&TE for Support System Components within these SSCCs (as well as for the Mission System)? | 1. Highly Desirable |
|  | 1. Does the identified range and quantity of S&TE to be procured support the achievement of the required levels of Mission System availability and sustainability described in the FBLs and the Operational Concept Document (OCD)? | 1. Mandatory |
|  | 1. Does the identified range and quantity of S&TE to be procured enable the Support System FBL and the support concepts documented in the OCD to be met? | 1. Mandatory |
|  | 1. Does the identified range and quantity of S&TE to be procured enable the Mission System to successfully undertake the contingency requirements described in the FBLs and the OCD? Are the range and quantity of S&TE identified to be deployed adequate? | 1. Highly Desirable |
|  | 1. Will the range and quantity of S&TE identified to be held inside the Mission System (eg, on a ship) fit into the allocated space? | 1. Optional |
|  | 1. Have all items of S&TE that are to be managed within a Commonwealth inventory and/or distribution management system, been codified? | 1. Highly Desirable |
|  | 1. Where the use of existing Commonwealth S&TE (ie, offsetting) or the sharing of S&TE with other systems are considerations of the Contract, has the S&TEPL been appropriately rationalised? | 1. Optional |
|  | 1. Has standardisation with existing Commonwealth S&TE been addressed? Has standardisation across the range of S&TE being proposed for the Contract been considered? | 1. Optional |
|  | 1. Has the ST&EPL been prepared to ensure that the support items for the S&TE (eg, Spares, Training, Technical Data, etc) will be properly identified? | 1. Highly Desirable |
|  | 1. Have the different categories of S&TE been identified, particularly any developmental items of S&TE? | 1. Highly Desirable |
|  | 1. Have requirements for modifications to existing S&TE, Obsolescence, and developmental S&TE been fully considered? | 1. Highly Desirable |
|  | 1. Has any Software development associated with any S&TE (eg, Test Program Sets for Automatic Test Equipment) been identified? Are appropriate arrangements in place to manage this Software development within the proposed delivery schedule? | 1. Optional |
|  | 1. Have issues that may affect the production and delivery of the S&TE, in accordance with the Contract, been identified and action plans developed? | 1. Mandatory |
|  | 1. Has S&TE required to support other S&TE (eg, calibration equipment) been identified? | 1. Mandatory |
|  | 1. Is the S&TEPL consistent with other support-related lists (eg, the RSPL, PACKPL, SSTDL, etc)? | 1. Highly Desirable |
|  | 1. Have other support elements considered the issues and implications associated with the range and quantity of S&TE identified in the S&TEPL (eg, storage and transportation of S&TE, training on the operation and maintenance of the S&TE, supply pipelines for the S&TE, etc)? | 1. Highly Desirable |
|  | 1. Does the S&TEPL provide for a minimised LCC solution for the combination of the Mission System and Support System, as determined in accordance with the Approved governing plan for LCC (eg, Life Cycle Cost Management Plan (LCCMP))? | 1. Mandatory |
|  | 1. Has the S&TEPL considered any items of S&TE that were previously acquired as LLTIs? | 1. Mandatory |
|  | 1. If applicable, does the price for the agreed list of S&TE fit within the Contract NTE price for S&TE? | 1. Highly Desirable |
|  | 1. Does the S&TEPL provide all of the information required for each item of S&TE, as required by DID-ILS-S&TE-S&TEPL? | 1. Highly Desirable |

1. Review Exit Criteria

| Item | Exit Criteria | Status |
| --- | --- | --- |
| 1. 1. | 1. All checklist items have been addressed to the satisfaction of the Contractor and the Commonwealth Representative. | 1. Mandatory |
|  | 1. All major problem and risk areas have been identified and resolved and, for minor problems and risks, corrective action plans have been recorded and agreed by the Commonwealth Representative. | 1. Mandatory |
|  | 1. Plans for procurement, production and delivery of S&TE items are deemed to be realistic and achievable. | 1. Highly Desirable |
|  | 1. All risks identified during the course of S&TEPPR have been documented and analysed. | 1. Mandatory |
|  | 1. The risks associated with approving the S&TEPL, and (as applicable) either commencing S&TE procurement or progressing the actions required to incorporate the Approved list of S&TE into the Contract through one or more CCPs in accordance with clause 11.1 of the Conditions of Contract (COC), are acceptable to the Commonwealth Representative. | 1. Mandatory |
|  | 1. All major action items have been closed. | 1. Mandatory |
|  | 1. All minor action items have been documented and assigned with agreed closure dates. | 1. Mandatory |
|  | 1. Review Minutes have been prepared, Approved, and distributed in accordance with the Contract. | 1. Mandatory |