MSR cHecklisT

1. Identification: -V5.3
2. TITLE: spares provisioning preparedness REVIEW Checklist
3. DESCRIPTION and intended use

The objectives of the Spares Provisioning Preparedness Review (SPPR) are to:

review the Recommended Spares Provisioning List (RSPL) to confirm that the recommended Spares will support achievement of the Functional Baselines (FBLs) for the Mission System and the Support System at a minimised Life Cycle Cost (LCC);

review the Packaging Provisioning List (PACKPL) to confirm that recommended special-to-type Packaging (if applicable) will support achievement of the FBLs for the Mission System and the Support System at a minimised LCC; and

enable the Commonwealth to proceed with actions for the procurement of Spares and special-to-type Packaging.

The SPPR is applicable when Spares and special-to-type Packaging are being supplied under the Contract.

In relation to Spares, the SPPR provides the Commonwealth and Contractor with the opportunity to review the RSPL as a result of the Spares-determination process, and to identify issues that may affect the production and delivery of the Spares in accordance with the Contract. Where the re-use of existing Spares or the sharing of common Spares with other Mission Systems and their respective Support Systems are considerations of the program, the SPPR shall review the rationalisation of the RSPL. The SPPR shall also consider provisioning actions previously undertaken in relation to LLTIs.

In relation to special-to-type Packaging, the SPPR provides the Commonwealth and Contractor with the opportunity to review the PACKPL and how the recommended special-to-type Packaging will enable suitable protection for Spares and other items of equipment, consistent with the handling, storage and transportation requirements (including deployment requirements) described through the Support System Functional Base Line (SSFBL).

The SPPR allows the Commonwealth to Approve the RSPL and PACKPL and any alterations to the RSPL and PACKPL, as a consequence of SPPR evaluations.

There may be a requirement to have more than one review meeting as part of the SPPR to enable separate consideration of off-the-shelf equipment and developmental items, or Spares and special-to-type Packaging 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 a SPPR.

1. INTER-RELATIONSHIPS

The SPPR 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); and

Supply Support Development Plan (SSDP).

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

the RSPL;

the PACKPL;

Life Cycle Cost Report and Model (LCCRM) (to ensure that the RSPL and the PACKPL represent a minimised LCC solution);

Logistic Support Analysis Record (LSAR) (to ensure that the Spares and special-to-type Packaging identified in the RSPL and PACKPL, respectively, are consistent with the LSAR);

Task Resources Report (to ensure that the Spares and special-to-type Packaging associated with each of the Support System Constituent Capabilities (SSCCs) have been identified and included in the RSPL and PACKPL, as applicable);

Facilities Requirements Analysis Report (FRAR) (to ensure that Spares and special-to-type Packaging for Facilities and fixed plant has been appropriately addressed);

Training Equipment List (TEL) (to ensure that Spares and special-to-type Packaging for Training Equipment have been appropriately addressed);

Support System Technical Data List (SSTDL) (to ensure that Technical Data for Spares and special-to-type Packaging has been appropriately addressed);

Support and Test Equipment Provisioning List (S&TEPL) (to ensure that Spares and any special-to-type Packaging associated with S&TE have been appropriately addressed); and

Software Support Plan (SWSP) (to ensure that Spares associated with Software support have been appropriately addressed).

These data items will be required in either draft or completed form to support SPPR, unless otherwise agreed by the Commonwealth Representative.

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. 1. | 1. The RSPL, PACKPL, and all other data items required to be delivered before, and linked to, the SPPR have been delivered and the Commonwealth Representative considers the data items to be suitable for the purposes of conducting SPPR. | 1. Mandatory |
|  | 1. Action items from any previous reviews affecting SPPR have been successfully addressed or action plans agreed with the Commonwealth Representative. | 1. Mandatory |

1. Review Checklist

| Item | Checklist Item | Status |
| --- | --- | --- |
| 1. 1. | 1. Were all entry criteria satisfied before starting SPPR? | 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 Spares and Packaging information been documented in the LSAR or the Task Resources Report(s), as required under the Contract? 2. Is the RSPL consistent with the LSAR or the Task Resources Report(s)? 3. Is the special-to-type Packaging listed in the PACKPL consistent with the LSAR or the Task Resources Report(s)? | 1. Optional |
|  | 1. If the development of a Spares-optimisation model is required under the Contract, does the model adequately capture the Mission System and the Support System, including the operational and support concepts documented in the Operational Concept Document (OCD)? | 1. Mandatory |
|  | 1. If the development of a Spares-optimisation model is required under the Contract, is the model consistent with the other models and data sources associated with the Mission System and Support System? | 1. Highly Desirable |
|  | 1. Are the assumptions underpinning, and the limitations with, the Spares-optimisation model (if required) acceptable to the Commonwealth Representative? | 1. Mandatory |
|  | 1. Does the RSPL identify Spares associated with each of the SSCCs to include the Spares for the Support System Components within these SSCCs (as well as for the Mission System)? | 1. Highly Desirable |
|  | 1. Does the identified range and quantity of Spares to be procured support the achievement of the required levels of Mission System availability and sustainability described in the FBLs and the OCD? | 1. Mandatory |
|  | 1. Does the identified range and quantity of Spares to be procured enable the Support System FBL and the support concepts documented in the OCD to be met? 2. Does the identified range and quantity of special-to-type Packaging to be procured enable the Support System FBL and the support concepts documented in the OCD to be met (including the needs for environmental protection, transportation modes and materials handling)? | 1. Mandatory |
|  | 1. Does the identified range and quantity of Spares 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 Spares identified to be deployed adequate? 2. Does the identified range and quantity of special-to-type Packaging to be procured support the identified deployment and contingency requirements? | 1. Highly Desirable |
|  | 1. Volumetrics. Will the range and quantity of Spares identified to be held inside the Mission System (eg, on a ship) fit into the allocated space, including when contained in protective Packaging? | 1. Optional |
|  | 1. Have all Spares and special-to-type Packaging to be managed within a Commonwealth inventory and/or distribution management system, been codified? | 1. Highly Desirable |
|  | 1. Where the use of existing Commonwealth Spares or the sharing of Spares with other systems are considerations of the Contract, has the RSPL been appropriately rationalised? | 1. Optional |
|  | 1. Have any issues that may affect the production and delivery of the Spares, in accordance with the Contract, been identified and action plans developed? | 1. Mandatory |
|  | 1. If there is a requirement for phased production and procurement of items, has this been taken into consideration when planning the provisioning of Spares? | 1. Highly Desirable |
|  | 1. Has the ability to take advantage of prime equipment production runs for the manufacture of Spares been fully identified and planned for? | 1. Optional |
|  | 1. Have issues of growth, Obsolescence and post-production support been addressed in the range and quantities of Spares identified in the RSPL? For example, have requirements for Life-of-Type (LOT) Spares procurement been addressed? | 1. Highly Desirable |
|  | 1. Is the RSPL and the PACKPL consistent with other support-related lists (eg, the S&TEPL, TEL and SSTDL)? | 1. Highly Desirable |
|  | 1. Has the RSPL been prepared to ensure that other support elements for the Spares (eg, Packaging, Technical Data, warehousing and storage requirements, etc) will be properly identified? | 1. Highly Desirable |
|  | 1. Do the RSPL and the PACKPL 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. Do the RSPL and the PACKPL consider any Spares and special-to-type Packaging that were previously acquired as LLTIs? | 1. Mandatory |
|  | 1. If applicable, does the price for the agreed list of Spares fit within the Contract Not-To-Exceed (NTE) prices for Spares? | 1. Highly Desirable |
|  | Note to drafters: Omit the following item if an NTE price for Packaging is not included in the Contract.   1. If applicable, does the price for the agreed list of special-to-type Packaging fit within the Contract NTE prices for special-to-type Packaging? | 1. Highly Desirable |
|  | 1. Does the RSPL provide all of the information for each Spare, as required by DID-ILS-SUP-RSPL? | 1. Highly Desirable |
|  | 1. Does the PACKPL provide all of the information for each item of special-to-type Packaging, as required by the DID-ILS-SUP-PACKPL? | 1. Highly Desirable |

1. Review Exit Criteria

| Item | Exit Criteria | Status |
| --- | --- | --- |
|  | 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 Spares and special-to-type Packaging are deemed to be realistic and achievable. | 1. Highly Desirable |
|  | 1. All risks identified during the course of SPPR have been documented and analysed. | 1. Mandatory |
|  | 1. The risks associated with approving the RSPL and the PACKPL, and (as applicable) either commencing related procurements or progressing the actions required to incorporate the Approved lists 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 |