# DATA ITEM DESCRIPTION

**Title: Baseline Description Document**

**Number: DI-SESS-81121A Approval Date: 20130628**

**AMSC NUMBER: N9381 Limitation: N/A**

**DTIC Applicable: No GIDEP Applicable: No Office of Primary Responsibility: EC**

**Applicable Forms: N/A**

**Use/Relationship:** Provide a list of unique identifiers for all requirement documents plus approved changes and physical hardware and software items in which the specifications, drawings, interface control documents, strategy, design and version description documents define the functional and physical characteristics. The principal use of this list is to designate configuration control of identified configuration items.

This Data Item Description (DID) contains the content and preparation instructions for the data product resulting from the work task specified in the contract.

DID submittal in Extensible Markup Language (XML) is acceptable unless otherwise specified by the contract Statement of Work (SOW). An XML Document Type Definition (DTD), associated XML document template, and other information is available from <http://www.geia.org/eoc/G33/836>.

This DID supersede DI-CMAN-81121.

# Requirements:

1. Reference documents. The applicable issue of any documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.
2. Format and content. The technical baseline report shall be prepared in contractor format taking in consideration the requested data fields listed on Figure I of this DID.
3. Application/Interrelationship
   1. This data will be used by the government as the technical baseline report upon which to judge future changes to the documentation, physical hardware and software items. The technical baseline data shall be updated each time an item has been changed or when a new item is introduced. A technical baseline report shall be formally released to the government in accordance with the contracted delivery requirements and the preparation instructions listed below.
   2. Preparation of the technical baseline report shall in no way conflict with or contravene contract requirements that specify delivery of technical data packages and other engineering support data, as delineated in the contract.
4. Preparation Instructions
   1. Format Requirements. The technical baseline report shall contain the configuration items for each baseline type which is shown as an example in Tables I, II and III of this DID. A sample technical baseline report is provided in Figure I depicting the requested data fields to be recorded and delivered.
   2. Data Content. The technical baseline report shall include a complete listing of all government furnished and contractor developed and furnished documents, physical hardware and software items which are required to accurately define and control the baselines. Unique identifiers included in the technical baseline report shall be described in accordance with the specified contract requirements. If there are no contract requirements, the contractor’s unique identifiers shall be used in the technical baseline report.
   3. Baseline Types. Tables I, II and III summarize example titles of physical hardware and software items, specifications, drawings, interface control, design and version description documents which are normally included in one of the baseline types; Functional, Allocated and Product .
   4. Source Data. To help identify technical data and information required for technical baselines, a list of sources is included in Table IV.

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| Table I - Functional Baseline Configuration Items  Example List | |
| Configuration Item System Specification | System Segment Specification |
| System Performance Specification | Development Specification Document |
| Technical Requirements Document | Software Requirements Specification |
| Concept Design Drawings | Software Development Plan |
| Software Quality Evaluation Plan | Configuration Management Plan  (Hardware/Software) |

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| Table II - Allocated Baseline Configuration Items  Example List | |
| Development Specification Document | System Segment Specification |
| Configuration Item System Specification | Product Specification for Non-Developmental  Items |
| System Performance Specification | Software Requirements Specification |
| Interface Requirements Specification | Concept Design Drawings |
| Indentured Documents List | Operational Concept Documentation |
| Software Top Level Design Document | Software Test Plan |
| Functional Interface Drawing | Information Assurance Control Plan |

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| Table III - Product Baseline Configuration Items  Example List | |
| Product Specification | System Specification |
| Material Specification | Product Drawings |
| Indentured Documents List | Software Product Specification |
| Software Version Description (Compose 4.1) | Technical Requirements Document |
| Item Detail Specification | Interface Control Drawings |
| Installation Requirements Drawing | Bill of Material |
| Provisioning Data | Technical Manuals |
| Software Load Plans | Process Specification |
| Product Work Breakdown Structure | System Product Hardware (AN/SRC-57(V)1) |
| Sub-System Product Hardware (OE-538) | Equipment Product Hardware (C-12509) |

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| Table IV – Source Data | |
| Defense Guidance Element | Mission and Threat Analyses |
| Alternative Concepts | Current Technology |
| Environment | Supportability Assessment Plan |
| Acquisition Strategy | Functional and Physical Characteristics |
| Concept of Operations | Maintenance Concept |
| Systems Engineering Plan | Information Support Plan |
| Configuration Management Standard and  Handbook | Human Systems Integration Plan |
| Acquisition Plan | Life Cycle Cost Estimates |
| Test and Evaluation Master Plan | Survivability, Reliability, Maintainability,  Availability |
| Government Configuration Management Plan | Product Assurance Plan |
| Systems Engineering Plan | Federal Acquisition Regulations |
| Change Request/Proposals | Configuration Control Board Meeting Records |
| System Concept | Statement of Work |
| Contract Delivery Requirements List | Work Breakdown Structure |
| Parametric & Functional Analysis Results | Requirements Allocation Document |
| Trade Study Reports | Systems Synthesis Portrayal (Diagrams,  Models, Simulators, etc.) |
| System Hierarchy & Specification Tree | Technical Performance Measurement Reports |
| Safety Plan | Risk Management Plan |
| Life Cycle Support Plan | Program Management Plan |
| Functional Configuration Audit Report | Physical Configuration Audit Report |
| Formal Qualification Review Report | Systems Engineering Technical Review  Reports |

Figure I - Sample Technical Baseline Report

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| Physical Items | | | | | | | | | | | | | | | | Documented Requirements | | | | | | Baseline | Change Record | | |
| Hierarchy - Work Breakdown Structure (WBS) (MIL-STD- 881) | | | | | | | | | | | | Item ID# or Model# | Item Name | Qty | Item Type | Type | Doc # | Title | Version. Revision | Status | Status Date | Type | CR  # | Status | Disposition |
|  | 0 |  | 1 |  | 2 |  | 3 |  | 4 |  | 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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Figure I - Sample Technical Baseline Report Legend PHYSICAL ITEM

1. Work Breakdown Structure – Identifies the level of indenture as per the MIL-STD-881C for product hierarchy
2. Item ID#, Equipment Designator or Model# – The number assigned as the unique identifier; (type designator i.e. AN/SRC-57(V)1;

C-12509, etc) per MIL-STD-196E (as applicable)

1. Item Name or Nomenclature – The noun name assigned as the unique identifier; (nomenclature i.e. Antenna, Filter, etc); the noun name and version assigned to software (i.e. Compose 3.1.0.0, etc.)
2. Qty – The total number of items applicable to the baseline shown in the report
3. Item Type – The label that categorizes the baseline item: HW = Hardware; SW = Software

DOCUMENTED REQUIREMENTS

1. Type – The label that identifies the type of document: CPD = Capabilities Production Document; TM = Technical Manual;

DWG = Drawing; SPC = Specification; SVD = Software Version Description 7. Doc # - The identifier used to uniquely label the document

1. Title - A name used to describe the contents of the document
2. Version Revision – Version: Released document indicated by a numeric value in the position prior to the point (1.)

Revision: Incremental updates to a released document indicated by an alpha or numeric value in the position after the point (.0) (.A)

1. Status – Draft = Initial content of document under development Review = Submitted for review and comment

Final = Document Approved Release = Distributed for use

1. Status Date – The Month Day Year that corresponds to when the document was in draft, submitted for review, when the approving official authorized the content by signature or released.
2. Baseline Type – The applicable baseline indicator for the listed item: (F)unctional; (A)llocated; (P)roduct.

CHANGE RECORD

1. CR# – Identifies the change request number applicable to the baseline item 14. Status – Change request position in workflow process:

New – Draft submission not assigned a lead

Open – Lead assigned to review, collect, and analyze information and provide input to change request Pending – Change request on CCB agenda for vote

Implement – Approved change is in process of being completed Closed – Change request is cancelled

Archived – Change request has passed historical date 15. Disposition – Vote Decision:

Approved – Change request authorized with funding and work can be tasked

Conditionally Approved – Change request partially authorized with funding but outstanding items identified must be completed prior to approval

Completed – Change is implemented

Cancelled – Change request is closed and cannot be revised END OF DI-SESS-81121A