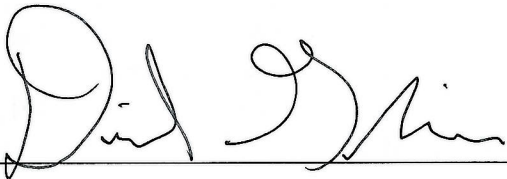


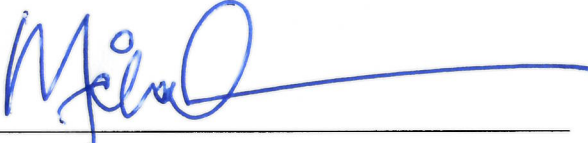
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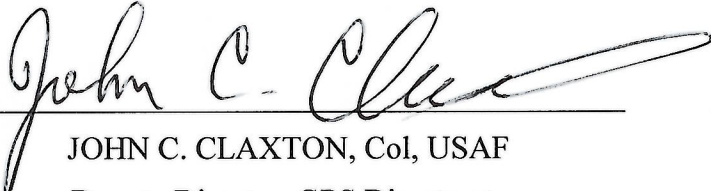


**Global Positioning Systems (GPS)
Technical Baseline Configuration Management Process (TBCMP) Plan
Version 1.0**

3 May 2019

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TBCMP Revision History

Revision	Date	Change Description	Pages Affected
1.0	3-MAY-2019	<p>This document supersedes Global Positioning Operating Instruction (GPOI) 63-1101, 29 October 2014, Technical Baseline Configuration Management Process (TBCMP). Re-written in its entirety: Renamed Interface Control Working Group (ICWG) and Specification Working Group (SWG) to Adjudication Working Group (AWG); However, the Public version of this meeting will continue to be called “Public ICWG”, as before. Sections rearranged for better flow of the plan: Moved Roles and Responsibilities (R&R) to a later section; Updated figures and tables for better flow/clarity. Captured pertinent information for Lower Level Board (LLB) in Chapter 3 and merged redundant LLB process (e.g., ERB & CCB) in Chapter 2. Updated: acronyms; change type definitions; priority descriptions; and added section 8 for change ID instructions. In addition to this plan, portions of the TBCMP Phase 3 (Configuration Control Board (CCB)) and all of Phase 4 (Change Implementation) have been transferred to GPOI 62-1801, GPS CCB Operating Instruction.</p>	All

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1. Chapter 1 – TBCMP OVERVIEW

1.1 Introduction

This document describes the Technical Baseline Configuration Management Process (TBCMP), which implements applicable sections of the Global Positioning Systems Directorate (GPS) Configuration Management Plan (CMP), and provides guidance/procedures to execute a disciplined and timely Configuration Management (CM) process. This Plan describes how the TBCMP is implemented, enabling team members with guidelines how to coordinate changes and variances through change initiation, change development, and change approval. The details of the Configuration Control Board (CCB) sub-process and change implementation phase are captured in Global Positioning Operating Instruction, GPOI 62-1801. The Adjudication Working Group (AWG) Charter describes in detail the sub-processes associated with technical document adjudication and Rough Order of Magnitude / Impact Assessments (ROM/IAs).

The first three chapters provide an overview of the four phases of the TBCMP. The next three chapters cover the Roles and Responsibilities (R&R) of the key stakeholders, metrics, and the Ancillary Configuration Control Processes related to the TBCMP. The rest of the document provides definitions, acronyms, nomenclature, and other supporting documentation.

1.2 TBCMP Overview

The configuration management process used to manage the GPS Technical Baseline has four distinct phases:

- Phase 1, Change Initiation
- Phase 2, Change Development
- Phase 3, Change Approval
- Phase 4, Change Implementation

This process describes how a change/variance is systematically proposed, evaluated, coordinated, approved, or disapproved, and its implementation into the established configuration baseline(s).

The Technical Baseline covered by this document is the GPS Functional baseline, including:

- Specifications at the system and segment level(s);
- Interfaces between segments, Government Furnished Equipment (GFE) payloads, and external platforms;
- Aviation standard orders; and
- Protection profiles.

The Functional baseline for user equipment programs under sustainment is not part of the Technical Baseline covered by this CM process. The majority of Allocated and Product baselines are not covered by this process, but managed through prime contracts. However, some technical documents managing allocated baselines, such as the United States Nuclear Detonation (NUDET)

Detection System (USNDS), utilize the GPS TBCMP in accordance with GPS Chief Engineer direction.

A list of all technical documents managed by the GPS Program Office can be located in the Document Impact Matrix (DIM) and Baseline Master Listing (BML); maintained by the GPS SE&I Configuration Management Team (CMT).

1.3 Data Handling

During the development of GPS Space Systems, Control Systems, and User Equipment Systems, the detailed procedures and guidelines contained in the GPS Data Separation and Protection Plan (DSPP) are applicable for the protection of intellectual property, proprietary, and For Official Use Only (FOUO) Government information. Organizational Conflict of Interest (OCI), such as certain proprietary data created by GPS prime contractors, may be restricted from specific contractor personnel, including:

- System Engineering and Integration (SE&I) Contractors
- Support Engineering Technical Analysis (SETA) Contractors

1.4 Authority

This plan is published by the GPS Directorate in accordance with the GPS Systems Engineering Plan (SEP) and is intended for use by GPS programs to conduct configuration management as required by Air Force Instruction (AFI) 63-101/20-101, Integrated Life Cycle Management.

The Program Director establishes Configuration Management (CM) using the following official guidelines:

- Department of Defense Instruction (DoDI) 5000.02, *Operation of the Defense Acquisition System* (latest version)
- Electronics Industries Alliance SAE EIA 649-1 (supplement to SAE EIA-649B-2011), *Configuration Management Requirements for Defense Contracts*
- Space and Missile Systems Center (SMC) - Tailoring (T) 007, *Tailoring of EIA-649-1 (supplement to SAE EIA-649B-2011), Definitions Major (Class I) Engineering Change Proposal, Change Management (CM) Guidance* (latest version)
- SMC Instruction 62-109, *SMC Configuration Management Process* (latest version)
- Configuration Management Plan (CMP), *Navstar GPS Integrated System CMP*, March 1993
- DoD 5010.12-M, *Procedures for the Acquisition and Management of Technical Data* (latest version)
- *GPS Acquisition Security Classification and Declassification Guide (SCG)*, 2 December 2015

1.5 Application

This document is applicable to all organizations in the GPS Directorate, including the GPS Operations Support and Sustainment Division, applicable participants from Air Force Space Command (AFSPC) and external organizations. In addition, this plan, GPOI 62-1801 (CCB Operating Instruction) and GP-03-001B (AWG Charter) are intended to be used as reference document(s) on all GPS development contracts. Stakeholders may contact SMC/GPE (GPS Requirements Section or GPS Chief Engineer) for process clarification(s).

1.6 Modification to the Plan

This document is reviewed annually for any key updates. All changes are reviewed and coordinated with GPS stakeholders. Process change recommendations or suggestions regarding this document can be submitted via email to smcgper@us.af.mil. The GPS Chief Engineer, with GPS Director concurrence, may modify (or clarify) this plan or GPOI 62-1801 by issuing a memorandum of record identifying any specific process changes (versus coordinating the entire plan).

1.7 Document Nomenclature

Note that this document uses the term “Segment” interchangeably to refer to GPS Directorate three-letter entities:

- SMC/GPE – System Engineering Division
- SMC/GPG – GPS Control System Division
- SMC/GPL – GPS Operations Support and Sustainment Division
- SMC/GPT – GPS Transition Division
- SMC/GPU – GPS User Equipment Division
- SMC/GPV – GPS Space System Division

1.8 TBCMP Objective

The objective of the GPS Configuration Management process is to control the Technical Baseline (Functional, Allocated, and Product). This process ensures that authorized changes and variances to the approved baseline are implemented. Request for Variance (RFV) and Deviation(s)/Waiver(s) for legacy programs are required to use the TBCMP. It also provides a systematic management of changes to the approved Technical Baseline. It is the process whereby all changes to the Technical Baseline are formally proposed, submitted, reviewed, evaluated, dispositioned (approved / disapproved), and implemented. The TBCMP accomplishes configuration management control in four phases. Each phase contains sub-processes as illustrated in Figure 1. Chapter 2 describes each of the sub-processes in more detail and Attachment 4 provides a summary of the process steps.

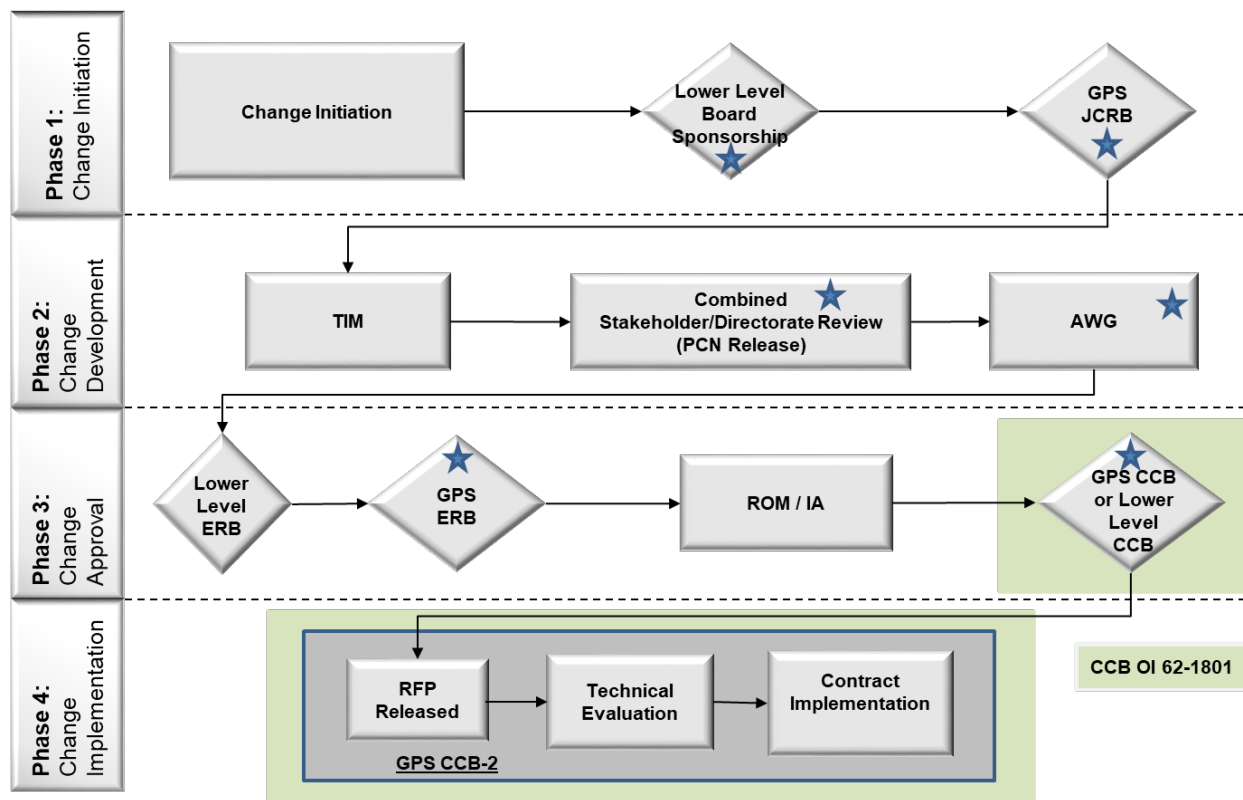


Figure 1. GPS TBCMP Flowchart

Note: The process steps tagged as the 1st to 7th Event(s) are denoted by a “★” and described in Table 24, Process Steps. The associated Roles & Responsibilities are further described in Chapter 4 and in GPOI 62-1801 CCB Operating Instruction Chapter 4.

As identified in Chapter 6, there are additional GPS Directorate processes that a GPS stakeholder can use to support their understanding of the TBCMP. Of note, the following processes include further understanding of the GPS Directorate processes:

- GP-03-001B, *Adjudication Working Group (AWG) & Rough Order of Magnitude (ROM) / Impact Assessment (IA) Charter*, outlines sub-process details and positional responsibilities
- GPOI 62-1801, *Configuration Control Board*, provides the a description of the GPS CCB process
- GPOI 63-1104, *Data Management (DM)*, provides an understanding of how a proposed change is processed, received, and reviewed by the Integrated Product Team (IPT) in a Contract Data Requirements List (CDRL) Deliverable
- GPOI 63-1106, *GPS Program Technical Library*, documents how the GPS Technical Baseline documentation repository is managed
- GPOI 63-1108, *Risk Management*, documents the steps performed and resulting output of the GPS Directorate Risk Management process

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- GPLOI 63-101, *Modification Management and Technical Baseline Control of GPS Operational Control Segment (OCS)*, documents how changes in sustainment are processed
- AFLCMC/WNY OI 63-10, Positioning, Navigation, and Timing (PNT) Program Office, Air Force Life Cycle Management Center (AFLCMC/WNY) describes configuration control policy and procedures for electronic warfare systems, common avionics systems, and subordinate items
- USNDS-CMP-001, *Configuration Management Plan (CMP) for the USNDS*, documents how SMC/GPGN performs configuration management of the USNDS Technical Baseline

2. Chapter 2 – TBCMP Phases 1- 4

2.1 Phase 1 Change Initiation

The Change Initiation phase, as shown in Figure 2, identifies:

- Change Initiation sub-process
- Lower Level Board (LLB) Sponsorship
- GPS Joint Configuration Review Board (JCRB) Approval

2.1.1 Change/Variance Request

Any GPS stakeholder (Government Team, Federally Funded Research and Development Centers (FFRDC), Contractors, and External Stakeholders) can submit a “Concern” against the Technical Baseline or the TBCMP (by notifying the Government via the Government Furnished Integrated Data Environment (IDE). Public Stakeholders (e.g., universities, foreign entities and other interested parties) or external entities can contact the GPS Requirements section directly via email at smcper@us.af.mil. In addition, a GPS prime contractor can submit a variance (deviation or waiver) via the methods defined by their contract, hereby known as a RFV. The change/variance request requires sponsorship and approval from their respective LLB Chair prior to JCRB. The following are examples of the different organizations that can initiate a change/variance request:

- GPS Sponsoring Division (SMC/GPE, SMC/GPG, SMC/GPL, SMC/GPT, SMC/GPU or SMC/GPV)
- GPS Operations Support and Sustainment Division (e.g., Air Force (AF) Form 1067 approval process)
- Development contractors and Integration contractors
- AFSPC changes (e.g., updated GPS Capability Development Document (CDD))

The change/variance request provides the vehicle to communicate pertinent information, which should include Background/History, Problem, Rationale, and Recommendations/Solutions.

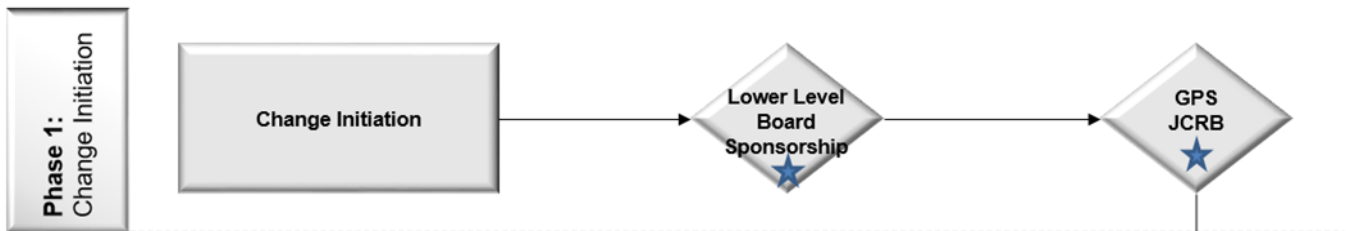


Figure 2. Phase 1 Change Initiation

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As a minimum, the requester provides the following information for a change/variance request:

- A title that is technically descriptive, comprehensive, and manageable
- A problem statement that sufficiently communicates the urgency and need for the RFC
- A proposed solution(s)
- The proposed impacted GPS program(s) or external organization(s)
- The proposed impacted Technical Baseline documentation (if available)

Note: RFVs are documented and submitted as defined by the requesting Contractor's prime contract.

Upon receipt of a change/variance request, the Configuration Management Team (CMT) assigns a unique five-digit RFC/RFV number identifier (see Attachment 1). A Responsible Engineer (RE) is assigned and is responsible for shepherding the RFC/RFV through the TBCMP. On the Government's behalf, the RE is routinely the SE&I Technical Lead for Interface Control Agency (ICA) documents. Additionally, the Government assigns an SE&I Point-of-Contact (POC) for Interface Control Contractor (ICC) documents that are routinely managed by the prime contractor(s). The ICC or ICA technical leads are required to support Interface Control Document (ICD) development and maintenance. The ICC may be a contractor responsible for a major Configuration Items (CI) involved in a particular interface or an independent contractor responsible for systems engineering and integration. The ICC for an ICD is typically identified in specific contracts and co-chairs the related AWG meeting with the designated Government Action Officer (AO). The ICA/ICC responsibilities are included in Table 8. The CMT and the assigned RE review the change request for completeness and ensure the impacted documents are identified.

Note: If documents are being added to (e.g., newly created) or deleted (e.g., determined to no longer be in use) from the Technical Baseline, then the Interface and Specification Master Diagrams need to be included in the RFC/RFV so that these diagrams and the DIM/BML may be updated (as necessary).

2.1.2 Approval Authority

Each RFC/RFV is categorized into one of two approval authorities as defined Table 1. The Approval Authority designation for each RFC/RFV reflects the scope of the documents included in the RFC/RFV, determines who in the GPS Directorate approves the RFC/RFV, and determines the required stakeholders for the RFC/RFV. The RE, in association with the CMT, determines the proposed approval authority for the RFC/RFV utilizing the latest DIM as a guide.

Table 1. Approval Authority

Approval Authority	Descriptions
ENT (Enterprise)	Proposed Change (or Variance) affects multiple Segments’ Technical Baseline(s), prime contractor documentation or external agencies outside of the GPS Directorate
LL (Lower Level)	Proposed Change affects one Segment’s Technical Baseline or prime contractor documentation Note: Refer to TBCMP Plan Chapter 3 for Lower Level processing

A Proposed Change is a modification to a program's technical baseline or the documents that define that baseline. Impacts to the prime contractor’s documentation can include contractor derived segment specifications, interfaces, engineering drawings, models, and software/hardware/firmware implementations, which must be reviewed against the latest DIM to determine whether it is an Enterprise or Lower Level (LL) change. There may also be additional impacts identified to products that are not part of the Technical Baseline. A Variance is a departure from a particular requirement(s) of an item’s current approved configuration documentation for a specific number of units or a specified period of time. This term is the current term that encompasses the legacy terms deviation and waiver, as defined in MIL-STD-973.

A RFC/RFV is categorized as ENT if the GPS Technical Baseline change/variance affects multiple segments or external agencies outside of the GPS Directorate. In some instances, an RFC/RFV that impacts prime contractor documentation may be ENT. This will be determined on a case-by-case basis. Examples of external agencies outside of the GPS Directorate include, but are not limited to: Air Force Research Laboratory (AFRL), Positioning, Navigation, and Timing Program Office (PNTPO) (formerly known as Joint Service System Management Office (JSSMO)), and international partners such as the Canadian Department of National Defence (DND). For changes affecting external agencies, the JCRB Chair, with service/agency representative input, can delegate approval authority to the Lower Level (LL) when only that Segment is impacted. Additionally, external agencies/services may request additional processing time (as necessary) to accommodate their respective ancillary CM processes (see Section 6). A request for additional time should be discussed at the JCRB, but respective stakeholders can coordinate with the assigned AO no later than the planned AWG.

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A RFC/RFV is categorized as LL if the proposed change/variance affects a single GPS Segment contractual baseline. Approval authority is delegated to the LL CCB Chair. Chapter 3 further describes the LL change management process for LL RFC/RFVs.

A change made to the Technical Baseline may necessitate a corresponding contract modification(s) to the impacted program(s). Each contract modification must identify an appropriate “insertion point” for the contractor to begin software/hardware development and expected completion date. To fully understand and anticipate the potential impact associated with the proposed change into a product line, a proposed effectivity (when the proposed change is applicable) and disposition are associated with each of the impacted documents identified on the RFC. The disposition will be one of the following:

- Incorporate Change
- Retrofit
- No Impact
- Not Applicable

See Table 21 for definitions.

2.1.3 Prioritization

Each RFC/RFV is assigned a change priority category: Routine or Urgent. The change priority category is determined using the RFC/RFV Need Date, which is determined by the RFC/RFV Driver Event. For RFCs/RFVs labeled Urgent, the sponsoring segment shall ensure that appropriate resources and support are allocated to meet the respective (contract award) need date.

2.1.4 Change Priority Review Duration

The RFC/RFV priority category is one of two priorities, Routine or Urgent that influences the stakeholder review duration of Proposed Change Notice(s) (PCNs). Routine priority typically requires a 30-day PCN stakeholder review, whereas an Urgent priority indicates a 15-day PCN stakeholder review. If either of these priority sequences cannot meet the Need Date, the RFC/RFV may be flagged as needing an Emergency Contract Action (ECA) as discussed in Section 2.1.5.

Note: RFCs/RFVs involving international or external agencies (under ENT RFC) may have a longer stakeholder review duration, because of foreign data exchange.

2.1.5 Emergency Contract Action

When a RFC/RFV is flagged as needing Emergency Contract Action (ECA), the RFC/RFV is brought to the GPS JCRB with a request to take ECA in addition to approving the RFC/RFV to be worked with Routine or Urgent priority (as directed). An example of an ECA would be to issue a contract modification or contract action to the impacted contractors that addresses the issue prior to a formal contract change completed via the TBCMP.

2.1.6 TBCMP Processing Time

The effort and duration needed to complete a TBCMP depends on a number of factors, such as:

- The technical scope and complexity of the change or variance that is requested.
- The number of Technical Baseline documents impacted.
- The number of Required Stakeholders that participate in the TBCMP flow and discussions.

In addition, there is a pre-established battle-rhythm calendar of when formal TBCMP related board meetings will take place. As a result, there is not a one-size-fits-all TBCMP schedule that can be used per RFC/RFV. However, for planning purposes, each RFC/RFV does have a Game Plan that is developed that defines the planning dates of when TBCMP events will occur. Table 2 provides guidance on developing the Game Plan for a particular RFC/RFV.

Table 2. TBCMP Schedule Planning

TBCMP / CCB OI Flow	Schedule Planning Approach and Considerations
LLB Sponsorship	AO/RE works with Meeting Manager (MM) to determine LLB Sponsorship meeting date.
GPS JCRB	AO/RE works with MM to determine next GPS JCRB meeting date following planned LLB Sponsorship meeting.
TIM	AO/RE assesses RFC/RFV complexity and priority and scales the number of TIM(s) and the duration(s) between TIM(s).
Combined Stakeholder / Directorate Review	AO/RE assesses RFC/RFV complexity and priority and scales the review period duration.
AWG	AO/RE assesses RFC/RFV complexity and priority and scales the AWG discussion duration.
LL ERB	AO/RE works with MM to determine the LL ERB meeting that follows the expected completion of AWG activities.
GPS ERB	AO/RE works with MM to determine the next GPS ERB meeting date based on expected completion of LL ERB meeting.
IA / ROM	AO/RE assesses IA / ROM duration based on expected Contractor(s) involvement and their contractual obligation response dates.

GPS or LL CCB	AO/RE works with MM to determine the next GPS or LL CCB meeting date based on expected completion of IA / ROM activities.
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2.1.7 Sponsorship

Each RFC/RFV has a sponsor to champion the proposed change/variance through the TBCMP. In general, the sponsor of the RFC/RFV is the division most affected or has the most pressing need date and/or driver event. Routinely, the SE&I Contractor reviews proposed changes/variances and coordinates with the likely Lower Level Board (LLB) sponsor to agree to RFC/RFV sponsorship, prior to garnering approval from GPS JCRB board members. If the candidate LLB does not accept sponsorship and an alternate LLB is not determined, the GPS JCRB is responsible for assigning a sponsor.

After receiving sponsorship at the LLB, all RFCs/RFVs are processed through the TBCMP outlined in his plan. Leading tasks such as facilitating TIMs, releasing Proposed Change Notice(s) (PCNs) for Stakeholder/Directorate Review, and conducting an AWG as described in Chapter 2.2.

2.1.8 Lower Level Board (LLB)

Each LL PM (3-ltr) or an authorized delegate (4-ltr PM/Chief Engineer) can sponsor changes/variances to the Technical Baseline via the LLB. LLBs can consist of pre-ERB/CCB topics (e.g., reviewing proposed RFCs/RFVs for sponsorship), LL ERBs and LL CCBs. The LL PM (3-ltr) or delegated LLB Chair is responsible for ensuring that the technical performance, cost, and schedule goals meet their LLB's objectives. In support of LLB decisions, the chair may require support from the GPS Chief Engineer (SMC/GPE), FFRDC personnel, Procurement Contracting Officer (PCO), Program Control Division (GPP) representative(s), and other participants. CMT is the meeting manager for LLBs. See Chapter 3 for specific LLB Membership.

In order to determine sponsorship of the RFC/RFV, the LLB Chair evaluates the following recommended items:

- Driver Event: the event that is driving the schedule for the RFC/RFV (e.g., earliest critical path (insertion point) for impacted program(s))
- Need Date: the date that the RFC/RFV needs to CCB approved and awarded on contract (if applicable); aligning with the driver event
- Approval Authority: See Section 2.1.2 for details

Note: Although the LLB Chair assigns the Driver Event, Need Date, and Approval Authority to the RFC/RFV, the GPS JCRB reviews and approves the recommendations of the LLB.

Once the LLB Chair accepts the RFC/RFV, the LLB Chair assigns a Government Action Officer (AO). The assigned Government AO, with support from the RE, is responsible for shepherding the sponsored RFC/RFV through the TBCMP and resolving issues that affect the Technical Baseline.

Figure 3 identifies the inputs and outputs of LLB initiated change/variance requests. The Change Control Data Package (CCDP) is the mechanism the TBCMP uses to collect and organize all the

pertinent information for each RFC/RFV (e.g., description of the proposed changes, the proposed solution, the Driver Event, Need Date, etc.).

For classified changes, the RE and AO need to ensure there is sufficient time built into the schedule for the transmittal of the document to the stakeholder/signatory facilities via appropriate security methods and channels. Appropriate security policies and procedures must be adhered to when preparing the GPS CCB documentation and presentation materials (e.g., CCDP). Whenever possible, the Secure Internet Protocol Router Network (SIPRNet) e-mail is preferable, which is arranged by the AO. Distribution of classified changes to remote membership sites (e.g., AFSPC Directorate/Branch responsible for Position, Navigation & Timing (PNT) Plans and Requirements (HQ AFSPC/A5M), and 50th Space Wing (50 SW) are primarily sent through Registered US Mail via the GPS Technical Library. Local area offices utilize the GPS Technical Library to view the document.

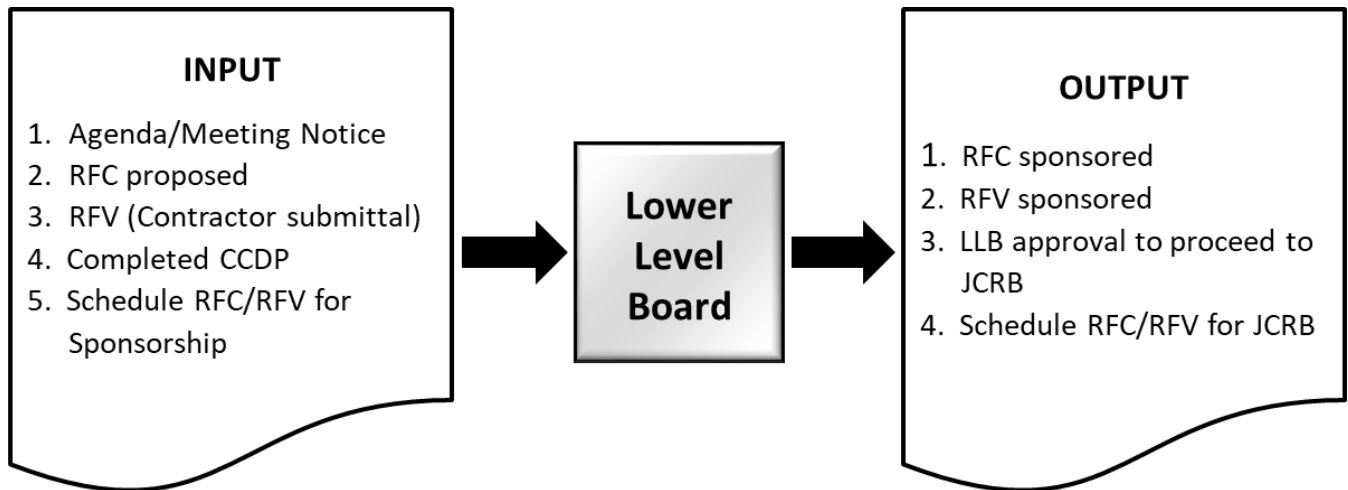


Figure 3. GPS Lower Level Board Input and Output

2.1.9 GPS Joint Configuration Review Board (JCRB)

The GPS Directorate has established the GPS JCRB for which the GPS Director, or designated alternate, is the chair. The GPS JCRB reviews all RFCs/RFVs to the Technical Baseline, providing the opportunity for coordination between programs impacted by proposed changes to common documentation. The GPS JCRB membership consists of Division PMs or designees and respective program Chief Engineers (optional). The membership ensures that the requested changes/variances are necessary and sufficient to address the identified problem. They also confirm concurrence and commitment come from the impacted programs; not only for the scope of the change, but also for the proposed change, schedule, resources, driving program event and need date. The GPS JCRB convenes on a predetermined schedule each month, which is scheduled by the CMT / Meeting Manager. Scheduling an out-of-cycle JCRB requires approval from the GPS Director or designee. Figure 4 shows the GPS JCRB inputs and outputs.

RFC/RFV scope is topical (subject) based. Any major scope changes to previously approved GPS JCRB RFCs/RFVs require re-approval from the sponsoring LLB and the GPS JCRB. The AO/RE has the

discretion to add/remove documents after JCRB approval as long as the changes are within the original scope. If it is determined an additional segment(s) is impacted due to the addition of a document, the AO/RE must return and re-brief at a JCRB.

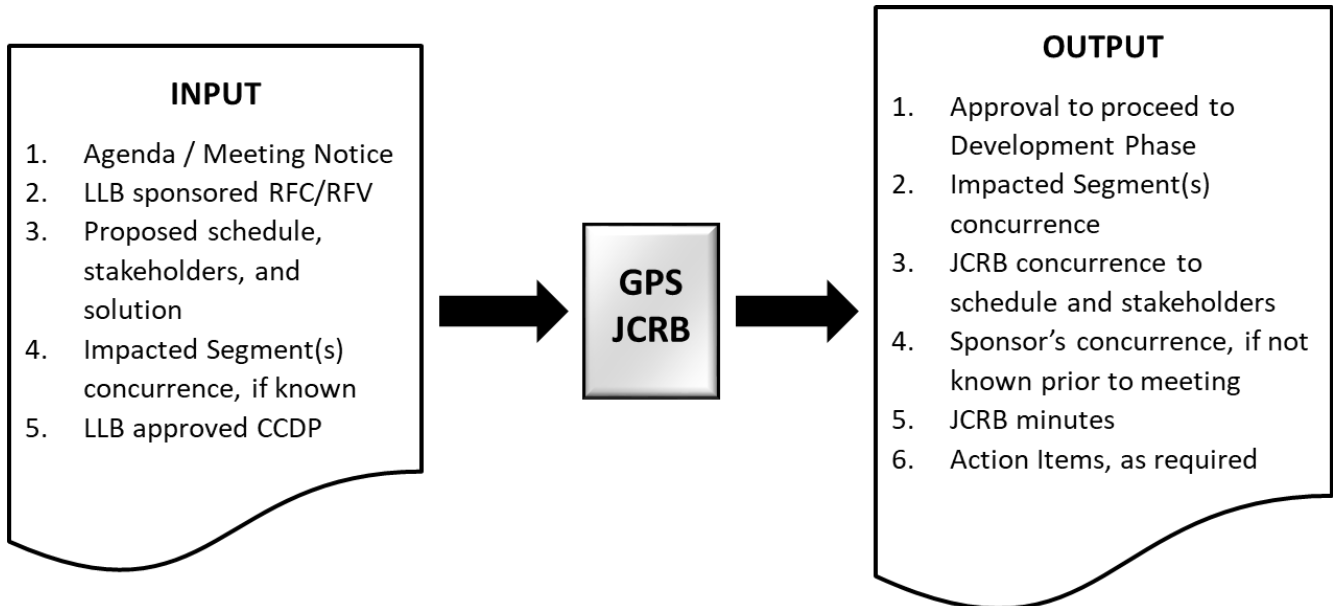


Figure 4. GPS Joint Configuration Review Board (JCRB) Input and Output

2.2 Phase 2 Change Development – Directorate Level

The Change Development phase, as shown in Figure 5, identifies:

- Technical Interchange Meeting (TIM)
- Stakeholder Review
- Adjudication Working Group (AWG)

2.2.1 Change Development

The Change Development phase, as shown in Figure 5, enables the collaboration, development, and coordination for a GPS JCRB approved RFC/RFV.

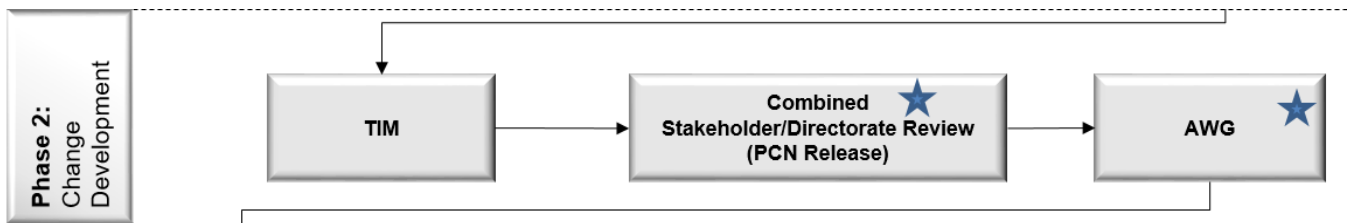


Figure 5. Phase 2 Change Development

2.2.2 Technical Interchange Meeting (TIM)

The purpose of the TIM is to formulate the change (or variance) solution. The TIMs are facilitated by the RE (or alternate) and AO (or designee). A TIM may not be needed if the technical solution for the RFC/RFV is already agreed upon or was developed before the RFC/RFV was initiated, or due to the RFC/RFV priority. At the discretion of the AO/RE, TIM(s) may be required or by-passed for variances (e.g., RFV, RDW) being processed. The numbers of TIMs are dependent upon change scope and the number of issues to address. TIMs typically occur prior to the Combined Stakeholder/Directorate Review in this process. A TIM, however, may also occur after the AWG to resolve issues, as required.

Required GPS Directorate stakeholders and Subject Matter Experts (SMEs) are identified and discussed at the JCRB. The AO is responsible for ensuring TIM/AWG attendance and escalating non-participation concerns to the appropriate resource managers (if necessary). Figure 6 shows the TIM inputs and outputs. The AO shall ensure all identified stakeholders are invited and present for the TIM. The AO should escalate non-participating issues to the Government POC (e.g., 4-ltr PM) that is responsible for the respective personnel. The AO may also contact the GPS Requirements Section (SMC/GPE) or the GPS Chief Engineer.

Upon TIM completion, the RE drafts the proposed changes to the Technical Baseline into a document called the PCN. Each PCN has a unique number identifier and example details are in Chapter 9. The RE provides the completed PCN to the CMT for Stakeholder Review.

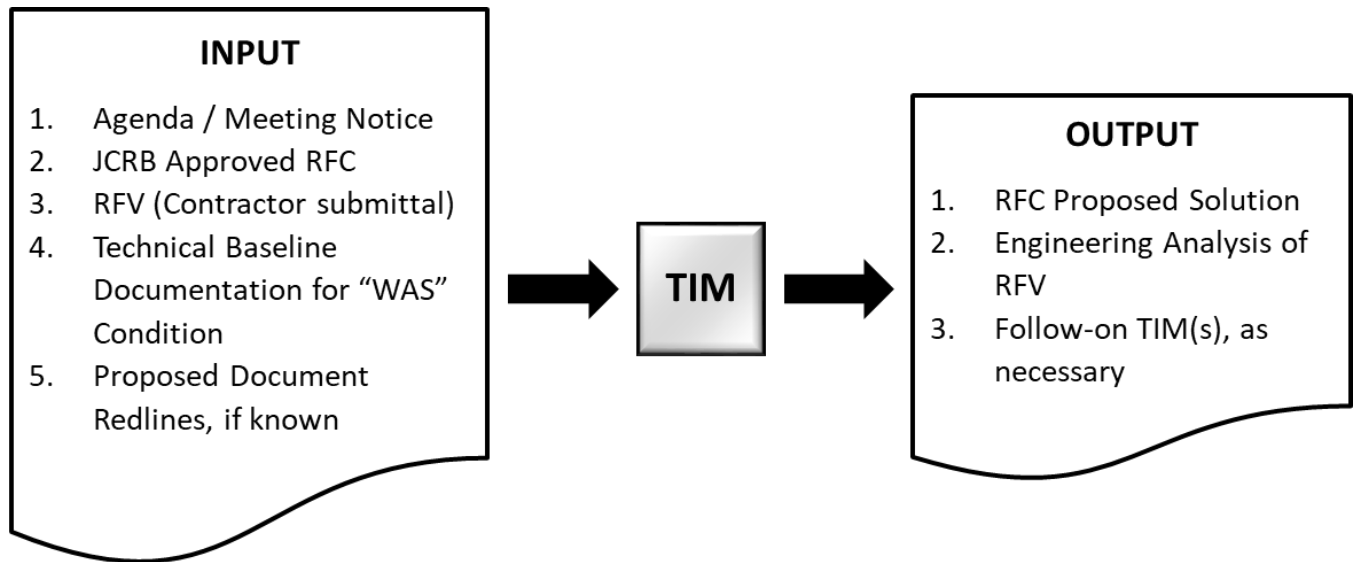


Figure 6. Technical Interchange Meeting (TIM) Input and Output

2.2.3 Combined Stakeholder/Directorate Review

The Combined Stakeholder/Directorate Review is the first opportunity for all identified stakeholders to review and comment on the PCN. Typically, stakeholders have up to 30 days to review Routine PCNs and 15 days for Urgent RFCs/RFVs. When changes affect external agencies, additional review time may be required. Reviewers will coordinate the review time at JCRB. The RE and CMT determine the list of Required Reviewers (RRs) for a given RFC/RFV. Table 3 identifies the criteria to determine whether an organization is a RR. The CMT issues a notification to those impacted organizations and requires them to provide a response. Figure 7 shows Combined Stakeholder/ Directorate Review inputs and outputs.

Table 3. Required Reviewer Criteria

Review Action	Review Action Definition
Review Required	Applicable to organizations, segments, or programs, where the document under review is on contract or a reference document, or the reviewing organization, Segment or Program, is a stakeholder or signatory.
No Review Required	Proposed changes do not impact the organizations, Segments, or Programs. The document under review is not on contract or a reference document, or the reviewing organization, Segment or IPT, is not a stakeholder or signatory.

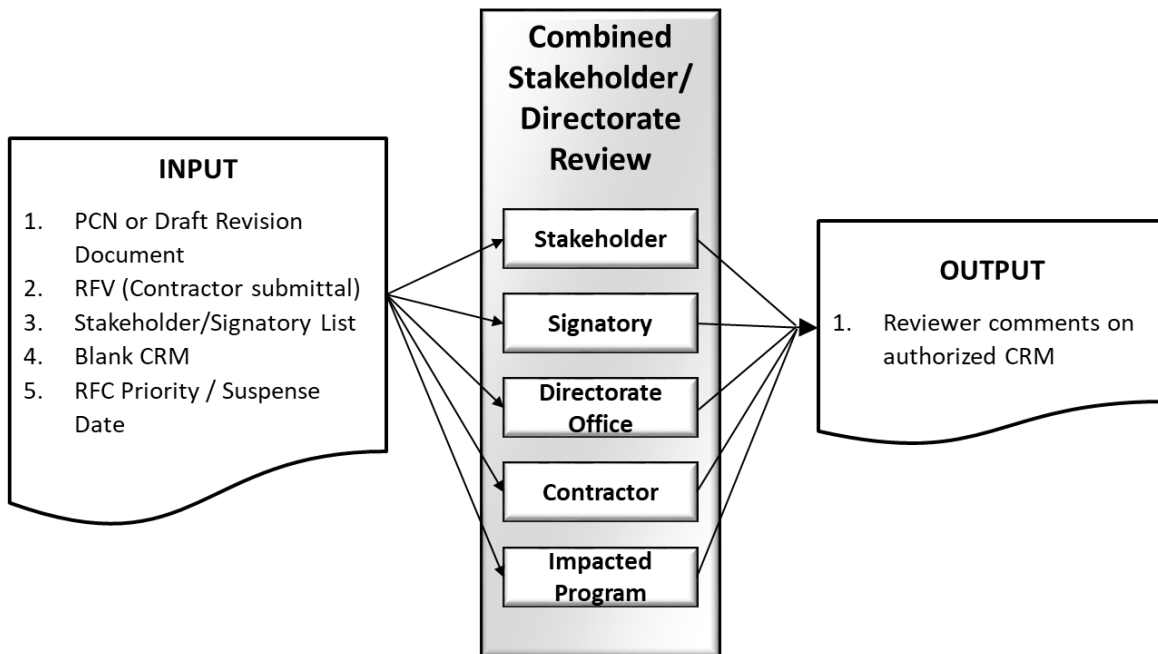


Figure 7. Combined Stakeholder / Directorate Review Inputs and Outputs

The Combined Stakeholder/Directorate Review notification provides the RFC/RFV POC, PCN numbers, programs impacted and the location of the PCN where the stakeholders can access the review materials. Upon receipt of the notification, the Division (or Organization) POCs forward the notification

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to the reviewing members within their respective organizations. The notification also contains a blank Comment Resolution Matrix (CRM, GPS CDM Template 072308-10). Classified Requirements use the CRM - GPS Sensitive Programs Configuration Data Management (CDM) Template. Reviewers complete their task by noting all comments in the CRM and following the CRM guidelines, which include providing suggested changes where possible and rationale for the comment that indicates to impact associated with not addressing the comment. Reviewers assign a comment category of Critical, Substantive, or Administrative, per the definitions in Table 4. The Division POC is responsible for forwarding the CRM to the RE for comment adjudication and to the CMT for status accounting into the change approval boards, the ERB, and the CCB.

Table 4. Comment Category

Comment Category	Comment Category Definition
Administrative	Comments that address minor items such as typographical, format, and/or grammatical errors. These comments should have no technical impact to development, test, or sustainment.
Substantive	Comments that address items that appear to be incorrect, misleading, confusing, or inconsistent with other sections. These comments have a noticeable impact to the document's quality or content. These comments are expected to have a technical impact to development, test, or sustainment.
Critical	Comments that address items of a very serious nature that will preclude final approval and publication of the document. These comments have a major impact to the document's content and are expected to have a significant technical or mission impact to development, test, or sustainment. Convincing rationale for critical comments must be provided. Non-resolution can result in elevating the comment to senior leadership and/or non-concurrence on the document.

Reviewer comments are limited to only those changes under consideration relative to the RFC/RfV topical scope. Comments that do not pertain to the change / variance scope are assessed for consideration as a new concern that will be assessed on its own.

While the document is out for review, all suggested PCN changes by stakeholders and originator/RE shall be documented in the CRM for adjudication.

After completing their review, the reviewers submit the CRM back to the GPS Division POC in accordance with the specified suspense date. The Division POC receives the comments from each reviewing member and consolidates the comments into one CRM. On or before the appointed date, the POC forwards the consolidated CRM to the CMT and RE/AO.

If a RR has not responded by the suspense due date, the CMT shall send a follow up notification. Escalation to the Sponsoring AO and GPS Requirements Section (SMC/GPE) is required if there is no response within 24 hours. In the event the RR does not provide a response within 24 hours of the follow up notification, the GPS Chief Engineer addresses the non-responses and decides if the RR forgoes their disposition.

Note: For LL RFCs/RfVs, the LLB Chair addresses the non-responses and decides if the RR forgoes their disposition. The ERB Chair (or Designee) is the final decision authority for non-concur comment dispositions, as it relates to all comments, post-AWG resolution.

The AO/RE may disregard late comments if they are received after the suspense date. ERB/CCB board members or the Contractor PM may intervene by providing substantive explanation to the respective board(s) noting urgency and criticality for inclusion and detriment if not included.

The AO is responsible for reviewing the categories for each comment and can negotiate changing the comment category to the appropriate category according to the criteria in Table 4. The initial negotiation should be with the original commenter. This can eliminate unnecessary elevation of comments to senior leadership (downgrading categories from Critical to Substantive or Substantive to Administrative). It can also identify technical impacts due to typos (e.g., upgrade category from Administrative to Substantive).

2.2.4 Comment Resolution/Disposition

Upon receipt of the Stakeholder/Directorate’s consolidated CRMs, the RE initiates comment resolution. The RE and AO adjudicate each comment submitted and recommend a disposition per Table 5.

Table 5. Adjudicated Comment Recommendation

Adjudicated Recommendation	Comment Recommendation Definition
Accept	Accept comment as written. No Change.
Accept with Comment	Accept comment with changes to the commenter's suggested text. A detailed explanation for why the comment is not being accepted as written is provided. The individual making the comment and the AO will compromise to reconcile the comment.
Defer	The comment is not within the approved technical or topical scope of the RFC. The response should include proposed resolution.
Question	Comment is not a suggested change but a question from the reviewer that only required an answer that did not dictate a technical change to the document.
Reject	Comment will not be incorporated into the document, and AO will provide a rationale for rejection that will include the negative impact resulting from incorporating the comment. For example, comment not technically sound or not cost effective. Comments will not be arbitrarily rejected.

After all comments have been adjudicated, e.g., recommendations assigned and solutions determined, the RE and AO seek concurrence from each comment author. Upon commenters’ concurrence, the RE or AO updates the CRM to reflect the concurrence. To complete the resolution/disposition process, the RE or AO updates the CCDP to reflect final comment dispositions, adjudicated comment recommendations, and applicable concurrences received.

2.2.5 Adjudication Working Group (AWG)

The AWG is a major event within the Change Development phase. It serves as a forum where technical team reviews PCN/RFV comment dispositions, as well as focus on detail definition, issues, and the development of requirements. The RE and AO, as meeting managers, conduct AWG in accordance with GP-03-001B, *AWG Charter* (previously known as GP-03-001, *ICWG Charter*). In addition to the RFC, impacts and comments against the RFV shall be reviewed and resolved at the AWG prior to ERB approval/validation.

The stakeholders review all pertinent interface documents and specifications for impacts. The AWG stakeholders ensure compatibility between interfacing CI and systems. The stakeholders also facilitate interface definition, design control, address and resolve interface issues, and identify problems that cannot be resolved through associated contractor working procedures. Figure 8 shows AWG inputs and outputs.

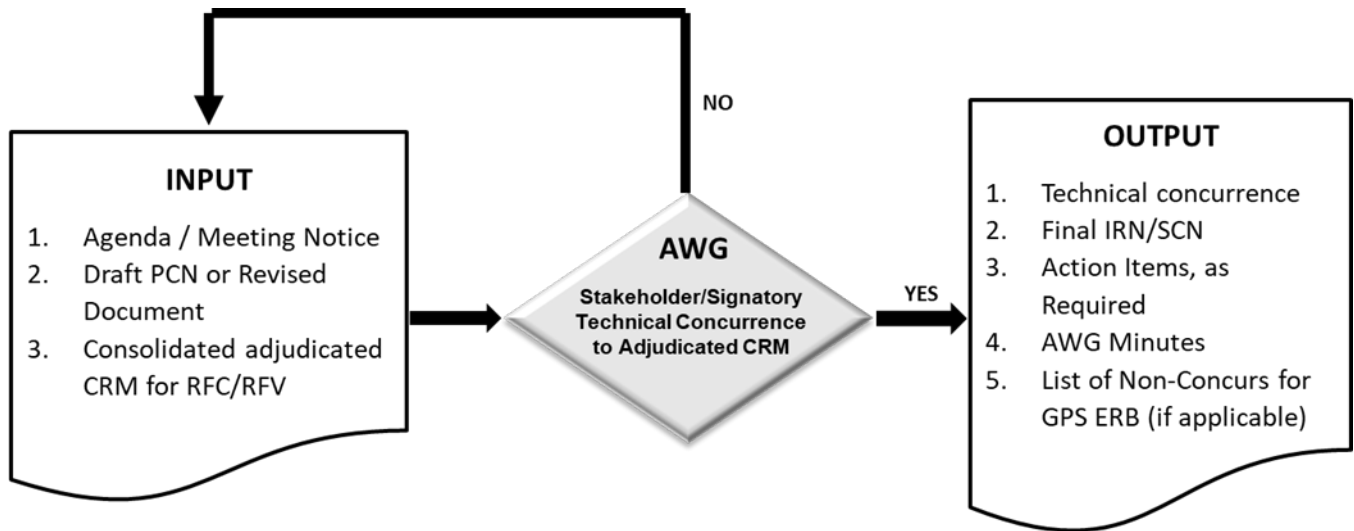


Figure 8. Adjudication Working Group (AWG) Input and Output

The GPS JCRB determines if an ICC or ICA are required to support ICD development and maintenance. The ICC may be a contractor responsible for a major CI involved in a particular interface or an independent contractor responsible for systems engineering and integration. The ICC for an ICD can be identified in specific prime contracts and will co-chair the related AWG meeting with the designated Government AO.

Required attendees are dependent upon the issue to be resolved, the owner of the impacted documents, and the represented programs that are contractually required to use the impacted documents. Appropriate attendees are defined as technically competent representatives who have the authority to commit their respective organizations to technical, planning, and schedule positions, within the constraints of applicable contracts or agreements, from the impacted program(s), Government agencies, and contractor(s).

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When an RFC/RFV is flagged as needing ECA, the AWG ground rules are as follows:

1. The AWG is chaired by the current ERB Chair or an individual with authority to represent the ERB Chair
2. Post-AWG comments will not be incorporated without ERB Chair approval

The AWG members review the adjudicated CRM and concur with the adjudication recommendation(s) for all comments. Member(s) may raise concerns with the adjudication of other stakeholder comments. The RE and AO document the stakeholders' concurrence in the final CRM. If additional changes are identified during the AWG, they are documented in the CRM and must receive collective concurrence during the AWG. If the changes are technical in nature and cannot immediately be concurred with during the AWG, the AO determines if another (delta) AWG is required.

Following the final AWG, changes are often incorporated into an updated PCN to accommodate adjudicated comments at the AWG. In these cases, the signatories and stakeholders may request an additional review of the updated PCN(s) so they can validate the incorporation of the concurred-to CRM. If the changes are not significant, then the RE provides an updated PCN to the AWG member(s) that have requested an additional review. For significant changes to the PCN, the CMT will distribute the updated PCN to the original stakeholder distribution. The additional review-timeline is determined by the AO and RE.

Upon concurrence by the stakeholders and signatories, the finalized PCN becomes the Interface Revision Notice (IRN)/Specification Change Notice (SCN) after ERB approval. The IRN/SCN/UpRev artifact(s) will be signed by the signatories and GPS CCB Chair.

Note: If practical, when multiple RFCs (with similar need dates) impact the same document(s), the RE (with CMT support) may consider combining all PCNs into one IRN/SCN/UpRev.

When agreement cannot be attained at the AWG, the issue(s) causing dissention shall be diverted to an additional TIM held specifically to work the differences to resolution. If the agreed upon resolution causes a change to the document, then the RE and AO are required to conduct a delta AWG meeting. If the new change to the document is administrative, a quick verbal teleconference to provide concurrence is needed. The AO shall present to the ERB any unresolved disagreements from the delta AWG for resolution. These include the issues, contractor/organizations' position, impacts for each course of action, and the AWG Chair's recommendation. If any changes are made post-AWG, an additional AWG is required to inform stakeholders and receive comments/concurrence.

Note: Upon completing the AWG, the RE and AO will document any disagreements or non-concurrences in the CCDP and present them at the ERB for final resolution. Depending upon the interface being worked, the AWGs may be either public or non-public.

2.2.6 Public Interface Control Working Group (ICWG)

A Public Interface Control Working Group (ICWG) is different from a regular AWG because of the public stakeholders that participate and the documents that are impacted. Public ICWGs are open to all public entities (civilians, industry, educational institutions) throughout the world, but focus specifically on documents that are releasable to the public. These documents are available at GPS.gov <<https://www.gps.gov>>. The GPS Requirements Section (SMC/GPE) sponsors RFCs affecting the Public documents and introduces these changes through the GPS JCRB, as necessary. Public ICWGs

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require substantial coordination and they are typically held once a year. The RE and AO meeting managers track and assess the cumulative RFCs throughout the year to be addressed at the Public ICWG.

Due to its public designation, these meetings shall comply with the Administrative Procedure Act (APA) of 1946 and undergo documentation coordination through the SMC and GPS Public Affairs prior to posting to GPS.gov. The GPS Requirements Section (SMC/GPE) creates and posts the formal Public ICWG announcement on the Federal Register <<https://www.federalregister.com>>, <<https://www.gps.gov>>, and <www.navcen.uscg.gov>. Upon final coordination with the Government AO and approval from the GPS CCB, interface documentation will be posted for distribution to <<https://www.gps.gov>> as shown in Figure 9.

Public ICWGs may address departmental (Government only) changes to non-public documents and must be considered in the decision process. Additional coordination beyond the described public process may be required to ensure Government interests are considered. After the Public ICWG, the ERB conducts a quality check, prior to CCB approval and posting of documents to GPS.gov. With the exception of changes not public releasable, any changes made following the Public ICWG will be provided to the public for review.

On an annual basis, UpRev(s) shall be made available for any public document(s) where changes have been CCB-approved within the last year. The public release of the document UpRev(s) shall coincide with the current year's PCN(s) Combined Stakeholder/Directorate Review.

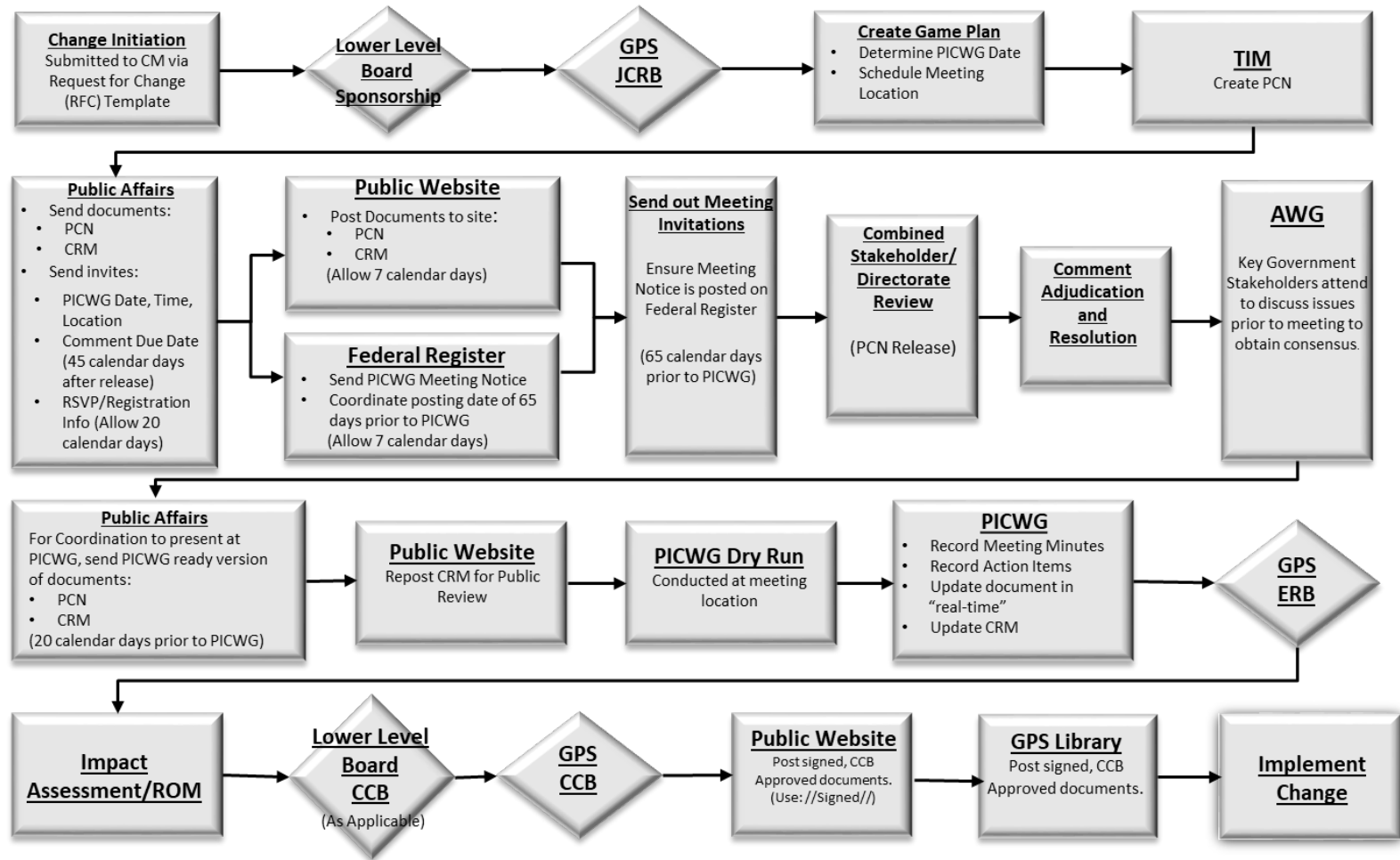


Figure 9. Public ICWG Process

2.3 Phase 3 Change Approval – Directorate Level

The Change Approval phase, as shown in Figure 10 identifies:

- LL ERB
- GPS ERB
- Rough Order of Magnitude (ROM) / Impact Assessment (IA)
- GPS CCB / LL CCB

2.3.1 Change Approval

The Change Approval phase concludes at the GPS CCB, as shown in Figure 10, where the Chair determines if the Technical Baseline change/variance will be implemented/approved (respectively).

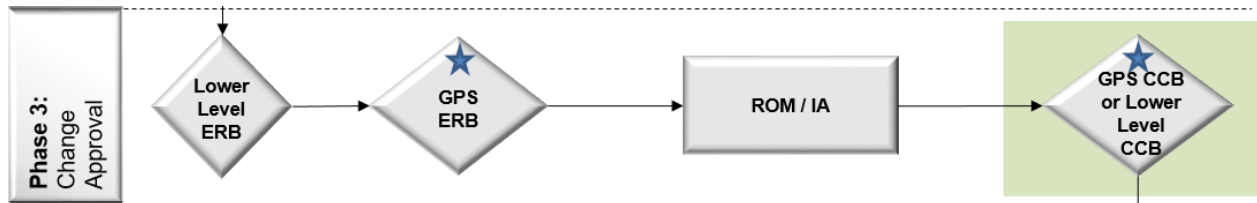


Figure 10. Phase 3 Change Approval

2.3.2 GPS ERB or Lower Level (LL) ERB

The GPS ERB is a key forum with a disciplined engineering process. It is at the forefront of the Systems Engineering and change approval phase for ensuring control of the Technical Baseline. It is the technical forum used by the GPS Chief Engineer (SMC/GPE) to ensure that GPS segments perform as an integrated enterprise.

The GPS ERB addresses these five agenda items:

- 1) Review new requirements/proposed changes to existing baseline
- 2) Validation of changes/variances from the LL ERB
- 3) Adoption of new capabilities, provided via JCIDS documents (e.g., ICDs, CDDs, CPDs)
- 4) Trade Studies (if required by the GPS Chief Engineer)
- 5) Review of variances (deviations/waivers)

The GPS ERB assesses RFCs/RFBVs to determine that the proposed changes/variances are:

- 1) Necessary (and consistent with JCIDS documents)
- 2) Feasible
- 3) Properly documented and coordinated
- 4) Consistent with GPS strategic technical objectives
- 5) Evaluated appropriately using sound engineering processes/practices

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- 6) Adequately assessed for system wide benefits and impacts to include risk assessments for all alternative solutions (e.g., designs, proposed changes) in accordance with the GPOI 63-1108, *Risk Management*

Before the GPS ERB, the AO and RE schedule a meeting with the GPS Chief Engineer or delegate in a meeting called the Pre-ERB. The Pre-ERB is held prior to the GPS ERB and the purpose of the meeting is to ensure all technical concerns have been resolved to the satisfaction of the GPS Chief Engineer. The GPS ERB convenes on a predetermined schedule each month and is scheduled by the Meeting Manager. An out-of-cycle ERB requires an approval from the GPS Chief Engineer or designee.

At the ERB, the GPS ERB Chair determines whether a proposed change or trade study is moving in the right technical direction or is on track to meet the current GPS CCB schedule. The GPS ERB Chair also determines the next step in the trade study process, if required. If the proposed change is ready for the GPS CCB (all Action Items (AIs) associated with the GPS ERB approval are resolved or the trade study is in line with the Directorate's strategy), the ERB Chair provides a favorable disposition and signs the Engineering Review Board Directive (ERB-D, GPS CDM Template 040810-004). Upon ERB approval, Contracts Division (SMC/GPK) issues ROM/IA requests to the impacted program(s), as necessary. See Section 2.3.3 for details. For any RFC/RFV, the AO may request an approval from the GPS Chief Engineer, along with concurrence from impacted PM(s), to skip the ROM/IA and proceed directly to CCB.

If the change/variance is determined not to be ready or the study requires additional analysis, the GPS ERB Chair may assign AIs. This may include directing the AO to develop a ROM/IA to the impacted program(s) schedule, cost, and risk, due to delaying GPS CCB approval, or possible impacts to delay in trade study completion.

The GPS ERB Chair shall utilize dispositions in accordance with Table 6, ERB/CCB Chair Dispositions. LL RFCs/RFVs will receive a validation disposition from the GPS ERB.

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Table 6. Adjudicated Comment Recommendation

ERB / CCB Chair Disposition	Disposition Definitions
Approved As Written (AAW)	The ERB or CCB item contains all necessary elements for implementation of the change to the Technical Baseline. No additional comments from the board need to be incorporated.
Approved With Comments (AWC)	The ERB or CCB item must be revised to incorporate additional comments as directed by the board prior to implementation of the change to the Technical Baseline. The item is approved once the additional comments are incorporated and does not have to return to the ERB or CCB for approval.
Approved Pending Action (APA)	The ERB or CCB item does not require additional comments from the board to be incorporated but is missing some necessary element for implementation (i.e. ROM). The item, though approved, remains “on hold” and may not be signed by the ERB or CCB Chair until the specified missing element is met.
Disapproved	The ERB or CCB item is disapproved due to: 1) Changed design constraints or user needs 2) Insufficient funding to support the change 3) New Program constraints 4) Other reasons as determined by the ERB/CCB Chair
Rework and Return	The CCB item has significant issues that must be resolved before a disposition can be rendered. The POC is responsible for resolving the issues and re-entering the change control process at a point specified by the Chairman. The ERB or CCB item is not ready for approval and is required to come back to the ERB or CCB for approval.
Validated	*Applicable to GPS ERB only. The ERB item does not affect other segments and may be LLB approved.

Classified ERB meetings are handled identically to the unclassified process described within this plan, with a few exceptions; due to the sensitive nature of the information discussed and reviewed. Attendance for the Classified ERB will be limited to those individuals on a “need to know” basis. Classified ERBs occur in a certified/ accredited Sensitive Compartmented Information Facility (SCIF) or approved classified area; located at either the Los Angeles Air Force Base (LA AFB), SE&I facility or other authorized site(s).

For LL ERBs, each LL Chair holds their LL ERBs and the purpose is to mirror the GPS ERB. The CMT schedules and facilitates the LL ERB. If an impacted LL ERB cannot be held in a timely manner, the process is adjudicated as described in Section 3.2.

Note: Upon request, the RE and AO can provide informational briefings to non-sponsoring LL ERB one week prior to GPS ERB.

LL RFCs/RFV are coordinated through the GPS ERB for validation. For ENT RFCs/RFVs, the LLB Chair (or delegate) provides a disposition recommendation to the GPS ERB. Figure 11 shows inputs and outputs to the process for GPS ERB and LL ERBs. Table 18 in Chapter 4 identifies the GPS and LL ERB Board Members.

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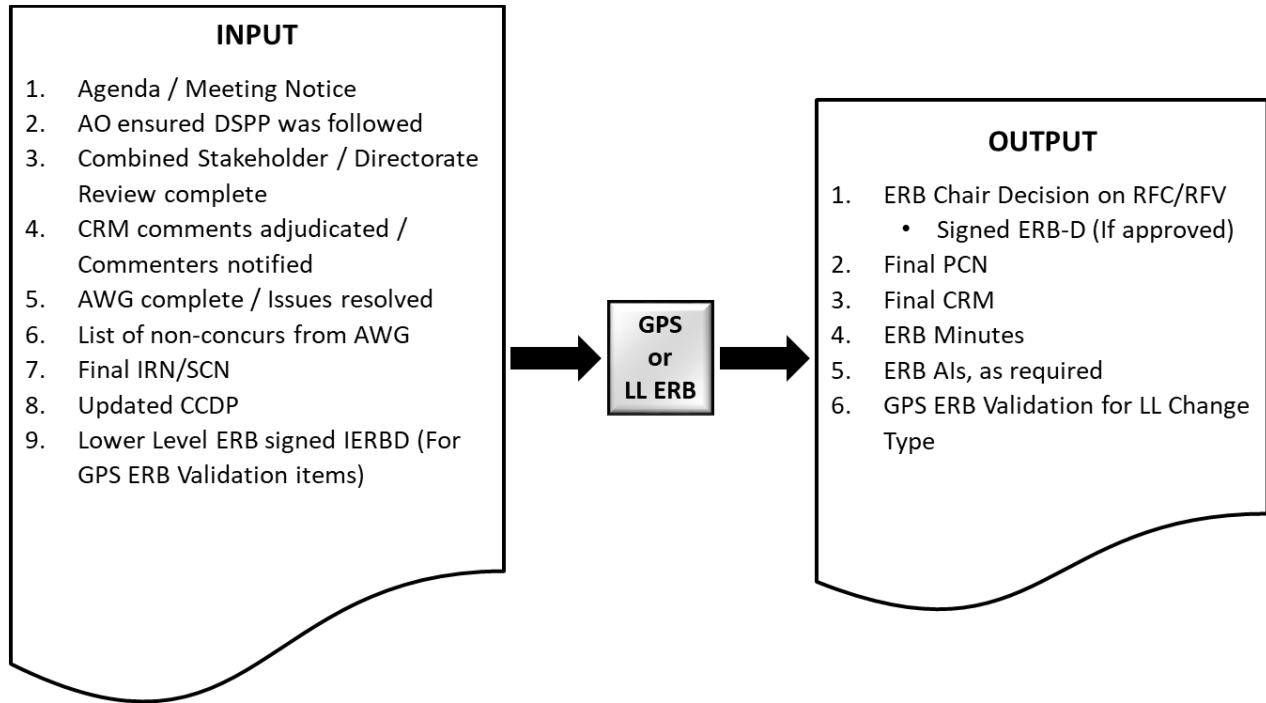


Figure 11. GPS Engineering Review Board (ERB) or LL ERB Input and Output

Note: If the CCDP contains OCI data, the ERB/CCB Chair must follow the procedures and guidelines of the Data Separation and Protection Plan (DSPP), in regards to the “Information Use, Transfer, and Meetings.”

Note: Upon coordination between the GPS ERB and GPS CCB Chairs, GPS CCB disapproved items may re-enter the Change Approval phase at the GPS ERB.

2.3.3 Rough Order of Magnitude (ROM) / Impact Assessment (IA)

At the GPS ERB, the AO may request approval from the GPS ERB Chair to skip the ROM/IA and proceed to CCB. The GPS ERB Chair, along with the impacted PM(s), will determine if a ROM/IA is required for each change, prior to entering the GPS CCB. The GPS ERB Chair grants authorization to proceed for ROM/IA, upon approval. The AO reviews the requested ROM(s) with the impacted LLBs (as necessary). ENT RFCs require GPS CCB cost impact review and approval. LLB Approval is required for LL RFCs only. Figure 12 shows the ROM/IA inputs and outputs.

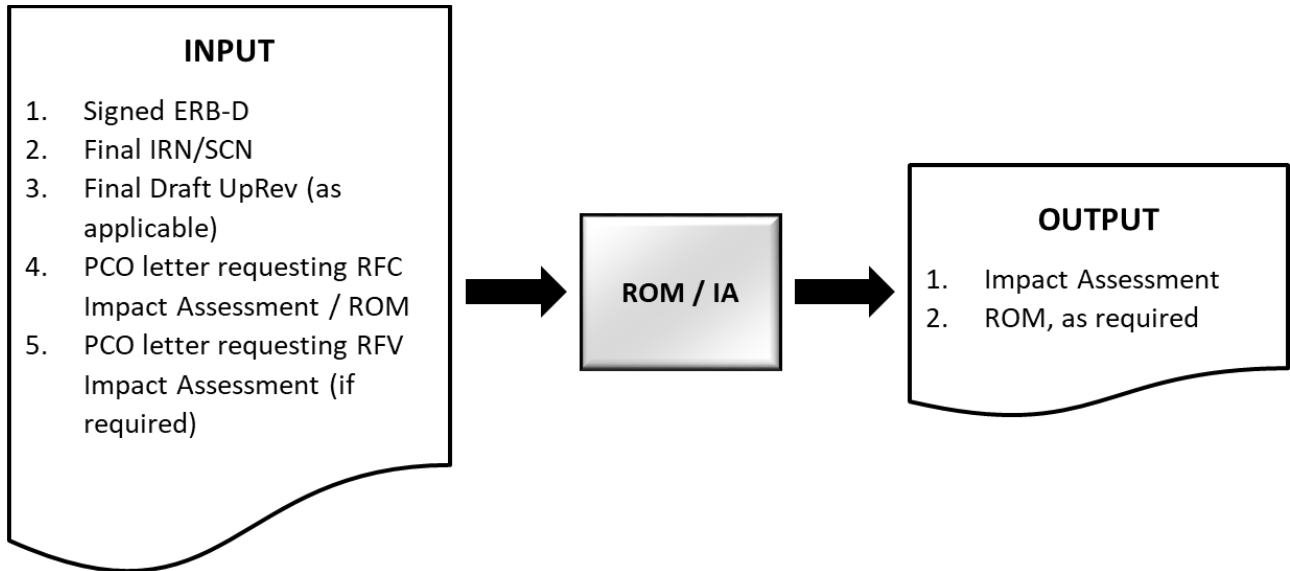


Figure 12. Rough Order of Magnitude (ROM) / Impact Assessment (IA) Input and Output

The PCO, for each impacted program and in conjunction with the PM, issues a ROM/IA request and associated documentation to the applicable prime contractors. The PM generates a PCO-reviewed letter requesting ROM/IA information and assigns a Segment POC. This letter possess a response due date, which is typically prior to the planned GPS CCB (with sufficient margin, so that if funding is required, availability may be determined prior to the GPS CCB). Should the contractor not provide their response prior to GPS CCB, the CCB Chair may decide to reschedule the CCB agenda item. Impacted PMs coordinates with the GPS Contracting and Program Control Division(s) to provide a Comprehensive Cost and Requirement (CCAR ID) number, if required.

If errors are detected during the contractor’s ROM/IA, such as technical errors, a return to ERB and resubmittal of the ROM/IA request to the contractor is required. The ERB Chair may be consulted for exception(s) to this policy.

2.3.4 ROM/IA Turnaround Time for Contractors

Current programs shall direct contractors to provide ROM/IA responses between 30-60 days after the request is submitted. For all future contracts (as of the date of this approved Plan), each PM (4-ltr) and respective PCO shall develop RFP/contractual language (or provide necessary direction) not to exceed 30 days for contractor(s) to return ROM/IA responses. The ERB or CCB chair may waive this requirement on a case-by-case basis (as necessary). Although discretionary for contracts awarded prior to this approved Plan, PM(s) are strongly encouraged to enforce this 30-day mandate for their respective program(s).

2.3.5 GPS CCB-1, CCB-2 and LL CCB

The GPS Configuration Control Board (CCB) has two parts, GPS CCB-1 and GPS CCB-2. The GPS CCB-1 is a program management process used by the GPS Program Director to determine all the benefits and impacts of the proposed change/variance prior to making the final decision. It is the last

step in the Change Approval process prior to Change Implementation. The LL CCB mirrors the GPS CCB-1 sub-process. The GPS CCB-2 monitors the Request for Proposals (RFP) and contract modification associated with each RFC; broken out by the impacted GPS program(s). Please refer to GPS CCB OI (SMC/GPOI 62-1801) for more details on CCB-1/CCB-2 and LL CCB.

2.3.6 Document Revision

The GPS Technical Baseline adheres to MIL-STD-961E in many aspects, but does deviate intentionally in some areas. There are times when approved Technical Baseline changes are not immediately incorporated into the officially released document. Typically, these changes modify a very limited portion of the document within the current approved revision. For example, IRNs issued by the GPS Program Office contain WAS/IS text and do not show inline changes to the baselined ICD in its entirety. It is common practice for the GPS Directorate to hold unincorporated changes before publishing a new revision to a Specification or ICD. Therefore, in order to understand what is the current technical baseline, a reader needs to consult both the current approved Specification/ICD revision as well as all approved IRNs that will be incorporated into a forthcoming Specification/ICD revision.

At the ERB (or other milestone), the CMT, RE, and the Government team determine if the impacted documentation will require a new revision that combines the approved revision and any unincorporated changes. See Attachment 1, in Section 8 for further details on unincorporated changes.

2.4 Phase 4 Change Implementation – Directorate Level

The Change Implementation Phase includes the sub-processes identified below. See Figure 13.

- RFP Released
- Technical Evaluation
- Contract Implementation (Award)

Specifically, CCB-2 provides status of RFPs and contract modifications; briefed by the impacted program(s)/segment. Please refer to the GPS CCB Operating Instruction (GPOI 62-1801) for more details on the GPS CCB-2 sub-process.

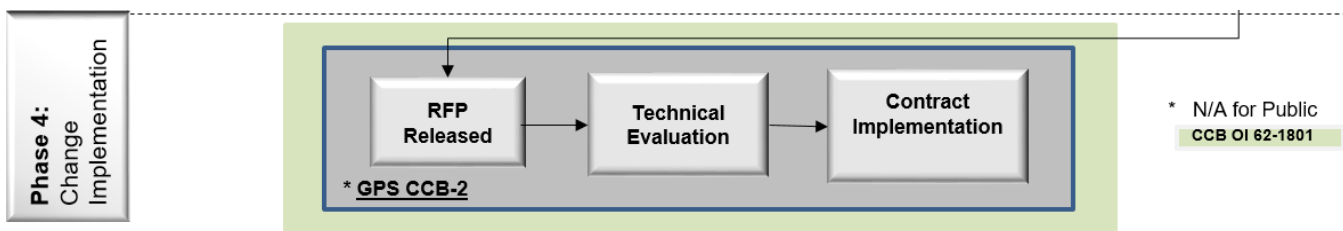


Figure 13. Phase 4 Change Implementation

3. Chapter 3 –TBCMP – LOWER LEVEL

3.1 GPS Directorate Divisions

The GPS Directorate has six Divisions, which participate in the control of the GPS Technical Baseline: SMC/GPE, SMC/GPG, SMC/GPL, SMC/GPT, SMC/GPU and SMC/GPV.

Note: SMC/GPL and PNTPO have their own change management processes that integrate with the Directorate process laid out in this plan. See Section 6.

3.2 Lower Level Board

Each LLB will execute its portion of the TBCMP by examining the PCN generated by the GPS stakeholders (Government, FFRDC, Contractors, and External Stakeholders) and approving requests that are necessary to the Technical Baseline. In addition to examining the technical merit of requests for change, the LLB will review the technical solution trade space, as well as the cost and schedule impacts of the recommend solution. This is done in order to determine the programmatic impacts of the proposed solution.

Upon request, the RE and AO will provide informational briefings (for LL ERB only) to non-sponsoring impacted segments one week prior to GPS ERB.

However, the sponsoring LLB may proceed to GPS ERB if the impacted LLB non-availability exceeds five business days. If the impacted LLB cannot be scheduled within five business days, the AO/RE shall request an out-of-cycle LLB or meeting with the LLB Chair (or designee). If an impacted LLB is skipped due to non-availability, the respective LLB Chair (or delegate) may raise their concern(s) to the GPS ERB.

3.3 LLB Membership

Membership will be similar to ENT CCB except representation from the other segments is not required. Members of the review board include, but are not limited to the Program Manager or an authorized delegate, LL Chief Engineer, FFRDCs, and SE&I representatives. Participants include the AO, PCO, Buyer, CM, and RE.

3.4 GPS Delegation of Authority

The GPS JCRB authorizes the delegation of the Technical Baseline approval to the Segment PM for LL RFCs that do not affect multiple segments (or external platforms). For all RFC/RFVs, the JCRB authorizes the delegation of the Technical Baseline approval to the LL PM (as necessary). The respective PM can reference the DIM (with SE&I CMT support) to assist with this assessment. All LL RFCs/RFVs are validated at GPS ERB before proceeding to LL CCB (unless directed by the JCRB). Figure 14 shows the delegation and the GPS ERB validation at a high level.

3.5 Lower Level (LL) RFC/RFV

The LLB controls the change process for LL changes/variances, whose Technical Baseline or prime contractor is impacted. The LL RFC/RFV definition is in Table 1 and the flow is depicted in Figure 14.

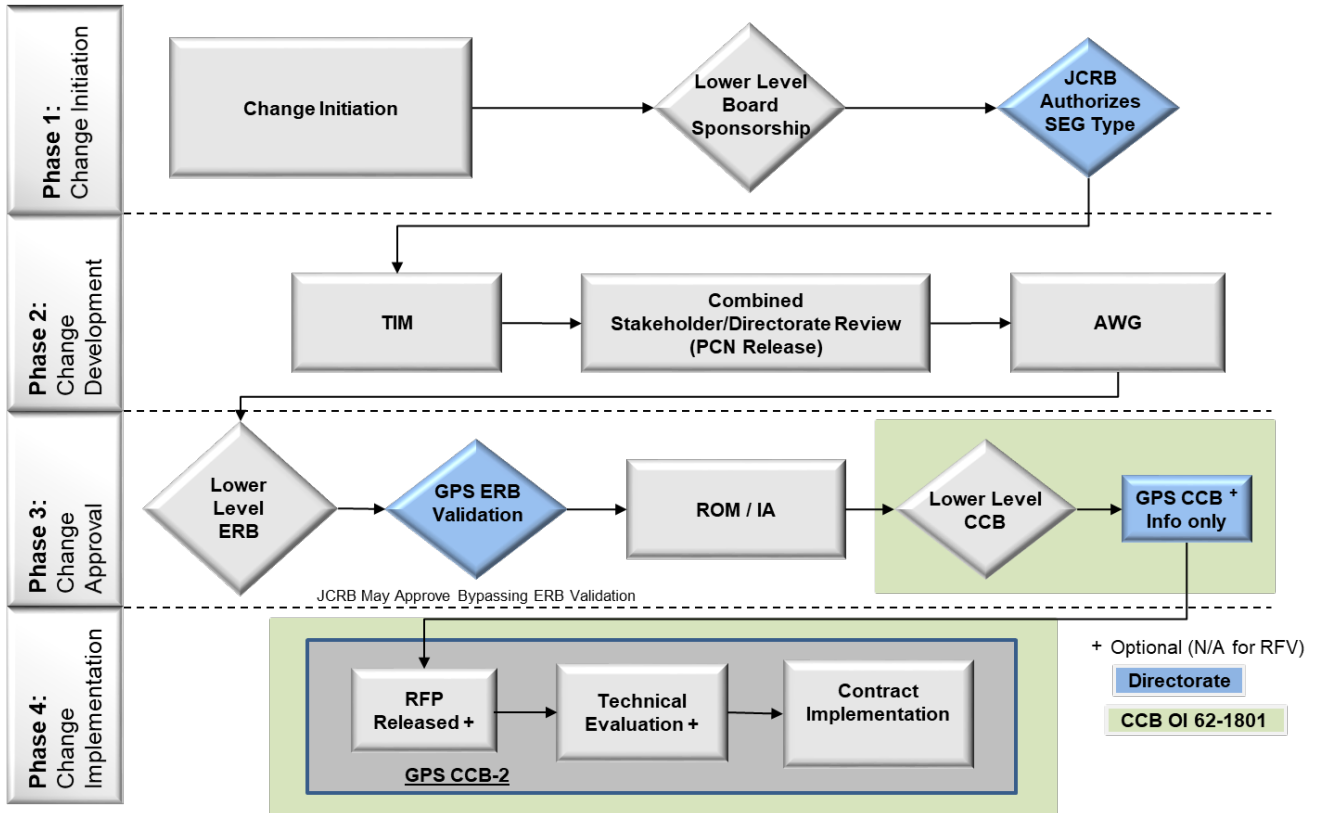


Figure 14. Lower Level Flowchart

4. Chapter 4 – ROLES & RESPONSIBILITIES DETAILS

4.1 Roles and Responsibilities (R&R) Overview

This section is organized by the specific role an individual fulfills as it relates to seven events within the TBCMP. The events, shown in Figure 1, are the LLB, GPS JCRB, Combined Stakeholder/Directorate Review, AWG, ERB, CCB-1 and CCB-2. The CCB-1 and CCB-2 R&R details are captured in the GPS CCB OI 62-1801.

The events applicable to each R&R table are denoted by a “★” displayed in Figure 1. The core roles of the TBCMP are listed in Table 7.

Table 7. GPS TBCMP List of Roles

KEY ROLES:	RESPONSIBILITY DETAILS (click to follow link):
Configuration Management Team (CMT)	Table 8
Responsible Engineer (SE&I POC, ICC, ICA)	Table 9
Action Officer (AO)	Table 10
Meeting Manager (AWG, LLB, GPS ERB)	Table 11
Reviewers (Stakeholders, Signatories)	Table 12 Table 12
Government Sponsor	Table 13
IPT Program Manager (4-ltr)	Table 14
Division/Segment Program Manager (3-ltr)	Table 15
SMC/GPP Program Control Division	Table 16
SMC/GPK Procurement Contracting Officer (PCO)	Table 17
Board Members	Table 18
Board Chair	Table 19
DOORS Management	Table 20

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Table 8. GPS Configuration Management Team (CMT)

EVENTS	CMT RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Receives and reviews the CCDP, its respective Game Plan, and contractor documentation in preparation for ERB and CCB approval • Reviews and assesses the CCDP and related files for completeness, accuracy and compliance prior to each review (ERB or CCB) • Advises the AO & the RE (SE&I POC, ICC, ICA) on TBCMP • Determines if change should be unincorporated or UpRev(ed) • Identifies proposed change contracts/program impact(s) and assists in identifying the change sponsor and priority (Routine or Urgent) • Provides the CCDP to the RE • Generates weekly CM Status/Forecast • Publishes the agenda via email invite to appropriate stakeholders • Assigned meeting manager drafts LLB/GPS board minutes and publishes to Government Furnished IDE within 5 working days • Reviews minutes and AIs as the change enters/exits each TBCMP phase • Issues the RFC/RFV numbers after sponsorship • Responsible for maintaining/archiving the CM templates, as listed in Table 23
LLB Sponsorship	<ul style="list-style-type: none"> • Attends the LLB and provides support as required • Reviews the CCDP for the LLB, assesses the CCDP and related files for completeness, accuracy, and compliance prior to each meeting • Maintains the GPS DIM and BML for the most current Technical and Contractual Baselines • Schedules the RFC/RFV meetings and reserves the conference rooms for the LLBs (ERB/CCB) to obtain sponsorship/concurrence • Gathers the review materials from the RE

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EVENTS	CMT RESPONSIBILITIES (Back to Table 7)
GPS JCRB	<ul style="list-style-type: none"> • Identifies whether RFCs/RFBs approved at LLB are ready for GPS JCRB approval or GPS ERB validation • Reviews the CCDPs prior to the GPS JCRB for completeness • Attends the GPS JCRB in support of Segment sponsored changes
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Send documentation out for Combined Stakeholder/Directorate Review to the Directorate distribution list and identified stakeholders/signatories • Distributes change item PCN to all impacted stakeholders, receives and files stakeholders responses • Provides the CRM, comment due date, and IDE location for applicable documents • Responsible for maintaining the Stakeholder/Directorate List, with coordination from the RE • Ensures the accuracy of the distribution • Ensures LLB/Division completes review/evaluation by due date and receives recommended disposition/comments, as required • Acts as the focal point for collection, consolidation, and transmission of comments to the impacted AO / RE • Coordinates the AO response with comment originator to obtain concurrence • Verifies that the RE has provided necessary items for review distribution
AWG / Public ICWG	<ul style="list-style-type: none"> • Pre-AWG / Pre-Public ICWG: Uploads the CRM into the Government Furnished IDE and notifies the RE • Post-AWG / Post-Public ICWG: Ensures SE&I or prime contractor submit a final PCN document in accordance with contractual requirements, as required • Verifies the document exiting the Final AWG / Public ICWG is appropriate for ERB approval, (e.g., format, etc.). <p>Note: If a draft document is distributed prior to contractual authorization, the contractors/users will proceed at risk until the document is CCB approved</p>

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EVENTS	CMT RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<p data-bbox="500 243 672 275"><u>Unclassified:</u></p> <ul data-bbox="500 296 1393 936" style="list-style-type: none"><li data-bbox="500 296 1393 401">• Reviews the RFC/RFV for ERB and assesses the CCDP and related files for completeness, accuracy, and compliance prior to each meeting<li data-bbox="500 422 1192 453">• Attends the ERB and provides support as required<li data-bbox="500 474 1393 537">• Reviews minutes and AIs as the change enters/exits each phase in the TBCMP<li data-bbox="500 558 1373 621">• Uploads the final documentation (e.g., CCDP, IRN/SCN, CRM) into the Government Furnished IDE<li data-bbox="500 642 1286 705">• Obtains signatures on the IPT Engineering Review Board Directive (IERB-D) or ERB-D<li data-bbox="500 726 1370 789">• Notifies appropriate AO, PCO(s) and respective GPK personnel of ROM/IAs<li data-bbox="500 810 1360 936">• Coordinates with all impacted programs' PCO(s) to ensure that ROM/IAs are requested within 3-7 days of ERB approval and received by the program(s) <p data-bbox="500 957 639 989"><u>Classified:</u></p> <ul data-bbox="500 1010 1360 1199" style="list-style-type: none"><li data-bbox="500 1010 1360 1073">• Ensures ROM/IAs are submitted with the impacted programs' PCO<li data-bbox="500 1094 1360 1199">• Requests GPS Technical Library to submit Classified documentation to the impacted contractor(s) upon coordination with the PCO

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Table 9. GPS Systems Engineering and Integration (SE&I) Contractor Point of Contact (POC) / Lead Responsible Engineer (Interface Control Contractor (ICC), Interface Control Agency (ICA))

EVENTS	SE&I POC/LEAD RE RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Generates a change/variance request or reviews a request that affects the Technical Baseline • Ensures the technical content of the proposed change is clear and obvious to the reviewers • Performs analysis and coordinates with the AO, CMT, Test and Verification team, Architecture team, and Cyber/Security team • Coordinates with the CMT prior to LLBs and GPS Boards (see note 1 below) • Assists the ICC by managing the change through the TBCMP • Reviews the CCDP with the AO prior to each board meeting • Serves as the primary technical liaison for changes with contractor(s) • Proposes change type priority (Routine or Urgent), Driver, Need Date, and Schedule • Ensures sufficient time built into game plan schedule to support security process/procedures if the RFC/RFV is classified • Develops the list of stakeholders and experts who will support meetings • Ensures proposed changes (e.g., change pages or revisions) are appropriate and acceptable • Submits the CCDP into Government Furnished IDE prior to each TBCMP event, as necessary • Determines if a foreign disclosure is required for each change • Follows security policies and procedures in the generation of FOUO and classified documentation • Refer to Table 23, Templates, for information and guidance <p><u>ICC/ICA:</u></p> <ul style="list-style-type: none"> • Completes the requirements of the AWG Charter and respective CM process • Generates the RFC/RFV as directed and coordinates throughout TBCMP • Determines if the change should be unincorporated or UpRev(ed) with the assistance of the CMT

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EVENTS	SE&I POC/LEAD RE RESPONSIBILITIES (Back to Table 7)
	<ul style="list-style-type: none"> • Submits the final PCN/UpRev after conclusion of the AWG / Public ICWG via contractual requirements as required • Coordinates with the CMT and SE&I Point-of-Contact (POC), as needed <p>Note 1: Provides the approved/coordinated CCDP to the CMT 2 business days prior to each LLB and GPS JCRB/ERB/CCB.</p> <p>Note 2: Newly created ICDs require evaluation to determine North Atlantic Treaty Organization (NATO) interest. If the ICD needs evaluation for releasability, submit the ICD to the GPS Acquisition Security Branch (SMC/GPES).</p>
LLB Sponsorship	<ul style="list-style-type: none"> • Obtains sponsorship concurrence for the change at the LLBs <p><u>SE&I Tech Lead/ICC:</u></p> <ul style="list-style-type: none"> • Coordinates proposed changes/variances with the sponsoring program and the CMT • Presents the CCDP at LLB meetings, if required <p><u>SE&I POC:</u></p> <ul style="list-style-type: none"> • Assists the ICC/ICA as required throughout the TBCMP <p><u>ICC/ICA Tech Lead:</u></p> <ul style="list-style-type: none"> • Same responsibilities as SE&I Tech Lead/ICC
GPS JCRB	<ul style="list-style-type: none"> • Supports the AO during the presentation at the GPS JCRB or may present the RFC/RFV on behalf of the AO with the Board chairperson's pre-approval • Seeks GPS JCRB approval to proceed to development phase • Develops and coordinates a tailored list of possible sponsors, stakeholders, and interested parties for each RFC/RFV with the CMT • Coordinates proposed changes with the impacted program(s) • Creates/updates Game Plan after GPS JCRB approval (see note below) <p>Note: Game plans are updated on a weekly basis post GPS JCRB</p> <ul style="list-style-type: none"> • Creates a Game Plan that identifies the proposed schedule, impacted contracts, other documentation impacted by the change, stakeholders, signatories, and issues to be resolved, and checks for critical path impacts upon GPS JCRB RFC/RFV approval • Maintains and updates the interface document (e.g., ICD, IS) in accordance with GP-03-001B, <i>AWG Charter</i>, as required

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EVENTS	SE&I POC/LEAD RE RESPONSIBILITIES (Back to Table 7)
	<ul style="list-style-type: none"> • Ensures the change moves forward through each phase of the TBCMP
<p>Combined Stakeholder/ Directorate Review</p>	<ul style="list-style-type: none"> • Leads or facilitates TIMs (kick-offs and follow-ons) with stakeholders as coordinated with the AO • Defines the solution trade space • Generates/publishes change package(s), PCNs (draft IRNs/SCNs) in approved formats using authorized distribution methods with assistance from the CMT • Ensures every proposed change in the change package(s), PCNs (draft IRNs/SCNs) is redlined to the lowest level required to facilitate stakeholder review • Schedules the TIMs and AWGs / Public ICWGs • Provides documentation to the CMT for Combined Stakeholder/Directorate Review distribution as required: Stakeholder/Signatory List and applicable PCN(s) <p>Note: All changes to documents undergoing the TBCMP will include: the Was Text (if applicable); the proposed change with each change highlighted by text color or another readily apparent means, including text or data within larger tables or figures; and the Final Proposed Text with no redlines</p> <ul style="list-style-type: none"> • Ensures that each identified impacted organization required reviewers has completed their respective review • Receives and consolidates comments from reviewers, adjudicates each comment, obtains comment concurrence, maintains the CRM, and updates document accordingly • Coordinates the AO response with comment originator to obtain concurrence as required
<p>AWG / Public ICWG</p>	<ul style="list-style-type: none"> • Leads or facilitates AWGs / Public ICWGs as coordinated with the AO • Co-chairs the AWG / Public ICWG with the AO • Prepares meeting agendas and sends out meeting notices • Takes meeting minutes • Tracks and dispositions meeting AIs • Documents, dispositions, and resolves comments using the CRM • Assists the ICC/ICA as required • Sets up and conducts meeting(s)

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EVENTS	SE&I POC/LEAD RE RESPONSIBILITIES (Back to Table 7)
	<ul style="list-style-type: none">• Provides meeting notifications within the Government• Places meeting materials in Government Furnished IDE• Uploads the CRM and relevant documentation into the Government Furnished IDE
LL ERB or GPS ERB	<ul style="list-style-type: none">• Pre-GPS ERB:<ul style="list-style-type: none">○ Completes and submits the final CCDP, final CRM, and IRNs/SCNs/UpRevs to the CMT 2 business days in advance○ Submits supplemental documents as required○ Schedules and supports the pre-ERB meeting with the AO & GPS Chief Engineer• GPS ERB:<ul style="list-style-type: none">○ Supports the AO during the presentation at the GPS ERB, or○ Presents the RFC/RFV on behalf of the AO for approval (if requested), or○ Seeks GPS ERB validation to proceed to LLBs• Assists the ICC/ICA as required• Uploads the CCDP, CRM and relevant documentation into the Government Furnished IDE

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Table 10. Action Officer (AO)

EVENTS	AO RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Assists the RE in execution of the RFC/RFV • Generates the RFC/RFV as required • Ascertain and verifies, with affected Segments, the proposed change impacts, technical feasibility, change type, change priority (Routine or Urgent), need/driver date, and contracts impacted • Recommends and obtains LLB approval authorizing • Obtains the Urgent change priority or ECA, as required • Coordinates the LLB and GPS CCB schedules/constraints along with the RE, taking into account impacted segment(s) and external agencies • Ensures that the required resources in the coordination and setup of the conference room are attained prior to each meeting (e.g., TIM, AWG / Public ICWG) • Develops a list of stakeholders/experts who should participate in the TIMs/ AWGs / Public ICWGs and ensures attendance of such individuals <p>Note: Non-participation of identified persons shall be escalated to appropriate PM (e.g., 3-ltr) or GPS Requirements Section</p> <ul style="list-style-type: none"> • Reviews the CCDP with RE prior to each board meeting • Coordinates the completed Program Control Division (SMC/GPP) “Cost” slide for the CCDP • Coordinates the completed SMC/GPK “Contracts” slide for the CCDP (CMT can also provide assistance) • Ensures the Request for ROM/IA is sent by each impacted program’s PCO and received from all impacted programs/contracts • Builds sufficient time into the schedule for classified changes to support security processes/procedures • Supports the distribution of classified changes and related information to reviewers, and includes trusted download processes as required for distribution • Provides approvals to distribute classified information to the GPS Technical Library

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EVENTS	AO RESPONSIBILITIES (Back to Table 7)
LLB Sponsorship	<ul style="list-style-type: none"> • Leads with the RE in obtaining sponsor concurrence and presents the proposed change at the LLBs
GPS JCRB	<ul style="list-style-type: none"> • Attends the GPS JCRB and presents the RFC/RFV CCDP or delegates to the RE
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Leads TIMs (kick-offs/follow-ons) with stakeholders with support from the RE • Removes obstacles and resolves issues associated with the review so that the change/variance Game Plan remains on schedule • Ensures that classified documentation is available to reviewers, and the Meeting Manager sends out notification for review • Ensures that all CRM review comments are dispositioned, concurrences received, and provided to the reviewer • Ensures that all comments with resolutions/concurrences, if possible, are consolidated into the CRM prior to the AWG / Public ICWG
AWG / Public ICWG	<ul style="list-style-type: none"> • Leads AWGs / Public ICWGs with the RE support • Co-chairs, participates in, and supports the AWGs / Public ICWGs • Assists in facilitating the meeting, taking minutes, resolving issues, and removing obstacles • Ensures that the AIs are closed prior to ERB • If necessary, the GPS Chief Engineer may elect to chair the AWG / Public ICWG

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LL ERB or GPS ERB	<p><u>Unclassified:</u></p> <ul style="list-style-type: none">• Prepares and presents the CCDP and finalized IRNs/SCNs (if necessary) with RE support• Ensures that ERB entrance criteria are met per Figure 11 (ERB Input and Output)• If AWG / Public ICWG issue resolution cannot be achieved, the AO presents the issue prior to the ERB Chair for resolution via Pre-ERB meeting• Pre-ERB as required: Coordinates key stakeholders support prior to the Pre-ERB meeting; schedules meeting with RE and GPS Chief Engineer• Prepares CCDP and presents at the Pre-GPS ERB to ERB Chair with RE support• Reviews the list of NATO approved ICDs in the GPS Technical Library to determine if a foreign disclosure is required for an existing ICD/Specification• Evaluates newly generated User Segment ICDs to determine NATO interest• Coordinates with RE to submit the final CCDP presentation electronically to the CMT 2 business days prior to meeting• Coordinates the CCDP with SMC/GPP (to assess the cost of change implementation) and with SMC/GPK (to determine the appropriate contract modification date) <p><u>Classified:</u></p> <ul style="list-style-type: none">• Reserves the Classified Facility and notifies the CMT of location and time of meeting• Verifies that documents cannot be discussed in an unclassified forum prior to executing a Classified ERB• Determines the ERB member participants and “need to know” in a Classified ERB• Schedules the Classified ERB with the CMT• Forwards the document cover sheet(s), signature page(s), CCDP presentation (if unclassified), and approved Member participant list to the Meeting Manager• Supports in-person reviews at secure facility at the request of the ERB Members
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EVENTS	AO RESPONSIBILITIES (Back to Table 7)
	<ul style="list-style-type: none"> • Holds the Classified GPS ERB and obtains disposition including the GPS ERB Chair signature on the ERB-D

Table 11. Meeting Manager (LLBs, GPS JCRB, GPS ERB)

EVENTS	MTG MGR RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Schedules meetings and reserves conference rooms for the formal boards • Prepares and distributes meeting agenda • Takes attendance both on-site and off-site • Prepares meeting minutes, records formal decisions, and posts these to the Government Furnished IDE within 5 working days • Records, maintains, and reports formal AIs • Sets up audio-visual equipment and telecom line for dial-in participants and members as required • Captures the deferral and related action(s) and provides Meeting Minutes that specify how the deferral is to be handled <p>Note: During RFP development, the CMT performs an intellectual property assessment and provides recommendations to the AO and Meeting Manager as applicable.</p>
LLB Sponsorship	<ul style="list-style-type: none"> • Schedules the RFC/RFV agenda to be discussed with the LLB Chair • Coordinates changes for GPS ERB Validation with the GPS ERB Meeting Manager • Forwards the LLB results to the GPS ERB Meeting Manager
GPS JCRB	<ul style="list-style-type: none"> • Coordinates the agenda with the GPS JCRB chair • Obtains a signature from the JCRB chair on the RFC/RFV form
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • No action
AWG / Public ICWG	<ul style="list-style-type: none"> • No action

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EVENTS	MTG MGR RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<p><u>Unclassified:</u></p> <ul style="list-style-type: none"> • Schedules the RFC/RFV for the ERB • Updates the GPS Systems Engineering (SE) Agenda, Minutes Report, and ERB agendas for the Blue Book (weekly report capturing GPS boards, WG, SE&I training, Technical Baseline Game Plans, CDRL status summary, Enterprise Risk forecast status, and pending contract modifications) • Verifies that the AO is ready for the ERB • Coordinates the Pre-ERB meeting with the GPS ERB Chair, if requested by the RE • Sends the ERB invitation to members/POCs, courtesy notifications to all identified stakeholders, and additional email reminder notifications prior to ERB with the presentation slides in the Government Furnished IDE • Receives the ERB CCDP presentation from the CMT 2 business days prior to meeting • Verifies that the ERB presentations (e.g., CCDP) are in the Government Furnished IDE and in the working folder • Uploads the ERB CCDP presentation to the GPS ERB site in the Government Furnished IDE, as required • Generates three hard copies of the ERB presentation material for use by select ERB members • Maintains the ERB Member List • Provides status of items in the Combined Stakeholder/Directorate Review • Obtains signatures on the IPT Engineering Review Board Directive (IERB-D) • Circulates ERB-D for signature upon completion of each presentation • Notifies the AO and PCO to request ROM/IAs upon validation from the GPS ERB <p><u>Classified:</u></p> <ul style="list-style-type: none"> • Sends a classified meeting notification to members and participants upon notification from the AO

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Table 12. Reviewers (Stakeholders, Signatories)

EVENTS	REVIEWERS RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none">• Review the PCNs and participate in meetings, as required
LLB Sponsorship	<ul style="list-style-type: none">• Participate in the LLB, as required
GPS JCRB	<ul style="list-style-type: none">• Participate in the GPS JCRB, as required
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none">• Participate in TIM(s), as required• Review documentation and provide comments by the due date
AWG / Public ICWG	<ul style="list-style-type: none">• Actively participate in the AWG(s)• Review proposed changes and provide concurrence status (concur or non-concur) for adjudicated comments provided by RE/AO
LL ERB or GPS ERB	<ul style="list-style-type: none">• Participate in the ERB, as required• Forwards the document cover sheet(s), signature page(s) to the CMT

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Table 13. Government Sponsor

EVENTS	SPONSOR RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none">• The Government sponsor is the segment advocating for the RFC/RFV through the TBCMP• Ensures that the organization is represented and participates in:<ul style="list-style-type: none">○ Combined Stakeholder/Directorate Review○ AWG / Public ICWG○ ERB/CCB for any change that affects their program
LLB Sponsorship	<ul style="list-style-type: none">• Provides decision on Acceptance or Rejection of the RFC/RFV• Provides the RFC/RFV sponsorship
GPS JCRB	<ul style="list-style-type: none">• Participates in the GPS JCRB, as required
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none">• Ensures that the organization reviews documentation and provides comments by the due date
AWG / Public ICWG	<ul style="list-style-type: none">• Ensures that the organization participates• Ensures the list of appropriate stakeholders and experts who should participate in the AWG / Public ICWG is provided to the RE and AO
LL ERB or GPS ERB	<ul style="list-style-type: none">• Attends or provides delegate with authority to represent their organization

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Table 14. GPS Integrated Product Team (IPT) Program Manager (4-ltr)

EVENTS	IPT PM (4-LTR) RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Reviews RFCs/RFVs as required • Ensures all members of the LLB follow this TBCMP • Identifies new requirements to program Technical Baselines or changes to established requirements, sponsoring proposed changes/variances as required, and concurring on driver, need date, change priority, and schedule • Appoints a Government AO responsible for the processing and coordination of the proposed change/variance through the TBCMP
LLB Sponsorship	<ul style="list-style-type: none"> • Participates in the LLB • Chairs the LLB, if delegated <p>Note: During RFP development, the sponsoring PM performs an intellectual property assessment and provides recommendations to the AO and Meeting Manager as applicable.</p>
GPS JCRB	<ul style="list-style-type: none"> • Attends and actively participates in the GPS JCRB for items affecting the program's Technical Baseline and signs the RFC/RFV form for those items
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Ensures that the Segment actively participates in the Combined Stakeholder/Directorate Review, provides CRM comments as required, and forwards CRM up to the Segment/Division POC by the due date
AWG / Public ICWG	<ul style="list-style-type: none"> • Assigns program representative(s) (including subject matter experts) and ensures they attend/participate in the AWG / Public ICWG for documents affecting the program • Authorizes assigned representative(s) to technically bind the Segment/Division

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EVENTS	IPT PM (4-LTR) RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<p><u>Unclassified:</u></p> <ul style="list-style-type: none"> • Supports the ERB either in person or via a responsible designee for sponsored changes • Ensures AO submits contractor ROM/IA requests within 3-7 days of ERB approval • Identifies the program’s Government member who will generate the draft PCOL upon ERB approval <p><u>Classified:</u></p> <ul style="list-style-type: none"> • Supports the Classified ERB, either in person or via a responsible designee, for sponsored changes • Ensures that the ROM/IA is requested upon ERB approval • Ensures that the ROM/IA is received prior to the CCB • Ensures funding is available upon receipt of the ROM/IA

Table 15. GPS Division/Segment Program Manager (3-ltr)

EVENTS	Division/Segment PM (3-LTR) RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Manages and organizes the review of Combined Stakeholder/Directorate Review items (e.g., PCNs, Variances, etc.)
LLB Sponsorship	<ul style="list-style-type: none"> • Acts as a liaison with the CMT in preparation for the review and concurrence of Segment comments by the LLB Chair
GPS JCRB	<ul style="list-style-type: none"> • Participates in the GPS JCRB and represents respective segment programs (4-ltr) or delegates responsibility
Combined Stakeholder/Directorate Review	<ul style="list-style-type: none"> • Reviews documentation and provides required comments by the due date • Ensures the LLB completes review/evaluation by due date • Receives a recommended disposition and comments from LLB • Assigns Segment POC to act as the focal point for collection, consolidation, and transmission of comments to the impacted AO • Ensures Segment POC coordinates the AO response with the comment originator to obtain concurrence
AWG / Public ICWG	<ul style="list-style-type: none"> • Ensures identified stakeholders/SMEs participate in schedule working groups (to include TIMs)

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EVENTS	Division/Segment PM (3-LTR) RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<ul style="list-style-type: none">• Acts as liaison with the Meeting Manager for disseminating ERB information (e.g., schedule changes, personnel changes, core members listing updates, etc.)

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Table 16. GPS Program Control Division (SMC/GPP)

EVENTS	SMC/GPP RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Reviews RFCs/RFVs as required • Participates in the LLB, and GPS CCB as specified
LLB Sponsorship	<ul style="list-style-type: none"> • Participates in the LLB, providing functional expertise and clearly identifying cost impacts
GPS JCRB	<ul style="list-style-type: none"> • No action, see CCB OI 62-1801 for post-ERB responsibilities
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Reviews documentation and provides comments as required by the due date
AWG / Public ICWG	<ul style="list-style-type: none"> • Attends as required
LL ERB or GPS ERB	<ul style="list-style-type: none"> • Refer to CCB OI 62-1801 for post-ERB responsibilities

Table 17. GPS Procurement Contracting Officer (PCO) (SMC/GPK)

EVENTS	SMC/GPK PCO RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Reviews the RFCs/RFVs as required • Participates in the LLB, and GPS CCB as specified • Refer to CCB OI (GPOI 62-1801) for change implementation responsibilities
LLB Sponsorship	<ul style="list-style-type: none"> • Participates in the LLB and ensures that impacted contract(s) are clearly identified • Recommends disposition of proposed changes to the AO, PM, and LLB Chair • Sends generated PCOL and requests the ROM/IA from the contractor after ERB approval in support of the CCB • Provides copies of ROM/IA requests, PCOL, contractor response(s) to AO and CM, and selects the method of change incorporation (e.g., Supplemental Agreement (SA), or Change Order (CO)) • Reviews all RFC/RFV CCDPs for accuracy and provides feedback to AO • Advises SMC/GPK Division Chief
GPS JCRB	<ul style="list-style-type: none"> • Division Level SMC/GPK representative participates in support of the program

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EVENTS	SMC/GPK PCO RESPONSIBILITIES (Back to Table 7)
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Reviews documentation and provides comments by the due date
AWG / Public ICWG	<ul style="list-style-type: none"> • No action
LL ERB or GPS ERB	<ul style="list-style-type: none"> • Refer to CCB OI 62-1801 for post-ERB responsibilities

Table 18. Board Members

EVENTS	BOARD MEMBERS' RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Participate in the JCRB, AWG / Public ICWG, LLB, ERB, and CCB (as specified)
LLB Sponsorship	<ul style="list-style-type: none"> • Attend and participate in meeting discussions, providing guidance relative to their functional expertise • Initial/sign the IERB-D/ICCB-D and document change concurrence/non-concurrence with the ERB/CCB Chair's decision • Provide a non-concurrence explanation on ICCB-D during meeting or a memo for record detailing rationale after the meeting • LLB Members: <ul style="list-style-type: none"> ○ Chair: Government PM (3-ltr) or designee (e.g., 4-ltr) ○ Meeting Manager: SE&I CMT ○ Members: Chief Engineer*, Chief SE*, SE&I Lead*, PCO*, SMC/GPP*, Specialty Engineering, Reliability, Test, Various Chiefs, Logistics (as required), Maintainability (as required) • Alternate will be identified and kept on file by CM <p>Note: The members identified above may differ depending on the LLB. Those functional areas identified with an asterisk (*) are required.</p>

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EVENTS	BOARD MEMBERS' RESPONSIBILITIES (Back to Table 7)
GPS JCRB	<ul style="list-style-type: none"> • Attend and participate in meeting discussions providing guidance relative to their functional expertise and sign the RFC form if identified as an impacted program • GPS JCRB Members: <ul style="list-style-type: none"> ○ GPS JCRB Chair: GPS Director or designee ○ GPS Chief Engineer (SMC/GPE) or designee ○ Meeting Manager: SE&I CMT ○ PMs / Liaison Offices (or designees) - SMC/GPA, SMC/GPC, SMC/GPD, SMC/GPG, SMC/GPGN, SMC/GPV, SMC/GPL, SMC/GPN, SMC/GPT, SMC/GPU, SMC/GPP (optional), SMC/GPK (optional), and external organizations as necessary (e.g., HQ AFSPC/A5 rep, 50 SW rep) ○ FFRDCs (and other invited subject matter experts) ○ SE&I Lead representative ○ Segment/Program Chief Engineers (as requested)
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"> • Participate in Combined Stakeholder/Directorate Review as required
AWG / Public ICWG	<ul style="list-style-type: none"> • Attend and participate meetings, as necessary • AWG / Public ICWG Members: <ul style="list-style-type: none"> ○ Co-Chairs: RE and AO (or GPS Chief Engineer if directed) ○ Applicable stakeholders, as necessary (e.g., Subject Matter Experts, System Engineers, Contractor(s), FFRDC, SE&I)

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EVENTS	BOARD MEMBERS' RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<ul style="list-style-type: none"> • Attend and participate in meeting discussions, providing guidance relative to their functional expertise • Initial/sign the ERB-D or IERB-D and document change concurrence/non-concurrence with the ERB Chairperson's decision • Provide a memo for record detailing rationale for non-concurrence • Participate in Classified meetings as required • LL ERB Members: <ul style="list-style-type: none"> ○ Chair: Government PM (3-ltr) or designee (e.g., Chief Engineer) ○ Facilitator: CMT ○ Members: Government PM, Chief SE, SE&I IPT Lead as required • GPS ERB Members: <ul style="list-style-type: none"> ○ GPS ERB Chair: GPS Chief Engineer (SMC/GPE) or designee ○ Meeting Manager: CMT ○ Segment Chief Engineers for SMC/GPA, SMC/GPC, SMC/GPD, SMC/GPE, SMC/GPG, SMC/GPGN, SMC/GPV, SMC/GPL, SMC/GPN, SMC/GPT, SMC/GPU, SMC/GPP, SMC/GPK, FFRDC, SE&I, and external organizations as necessary (e.g., HQ AFSPC/A5 rep, 50 SW rep) ○ SMC/GPK representative (optional), SMC/GPP representative (optional)

Table 19. Board Chair

EVENTS	BOARD CHAIR RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Makes final decision as Board Chair <p>Note: If core members are not present, the Chair can decide on whether or not to proceed with the meeting. The Chair or designee should provide feedback to absent member(s) at earliest opportunity and reschedule meeting, as required.</p>

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EVENTS	BOARD CHAIR RESPONSIBILITIES (Back to Table 7)
<p>LLB Sponsorship</p>	<p><u>LLB Chair:</u> Government PM (3-ltr) or designee (e.g., 4-ltr)</p> <ul style="list-style-type: none"> • Verifies recommended changes to Technical Baseline are necessary and sufficient to address needed changes and that the Sponsor, Driving program event, Proposed scope of change(s), and Need date are firmly established • Ascertains that proposed changes to the Technical Baseline are: <ul style="list-style-type: none"> ○ Necessary, have been evaluated appropriately using sound engineering processes/practices, feasible, properly documented, and coordinated ○ Consistent with GPS strategic technical objectives • Assesses system wide benefits and impacts, including adequate risk assessments for all alternative solutions (designs and proposed changes) in accordance with GPOI 63-1108, <i>Risk Management</i> • Verifies proposed change cost and identifies schedule impacts (engineering estimation) • Validates that LLB changes/variances do not affect multiple segments prior to validating and authorizing the delegation of authority to the LLB • Ensures that the CCDP is complete and that pending actions are ready for the GPS JCRB review/decision • Identifies and recommends candidate changes for validation at the GPS ERB • Authorizes the RFC/RfV (e.g., validating need/driver date, change priority, and schedule) and release of resources
<p>GPS JCRB</p>	<ul style="list-style-type: none"> • <u>GPS JCRB Chair:</u> GPS Director or designee • Ensures coordination of proposed changes between programs that procure a Technical Baseline to common documentation; signs RFC Form • Verifies recommended changes/variances to the Technical Baseline are: <ul style="list-style-type: none"> ○ Necessary and sufficient to address needed changes ○ Concurred to and committed to by all impacted programs ○ The Government Sponsor, driving program event, proposed scope of change(s), and need date are firmly established

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EVENTS	BOARD CHAIR RESPONSIBILITIES (Back to Table 7)
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none">• Participates in Combined Stakeholder/Directorate Review as required
AWG / Public ICWG	<ul style="list-style-type: none">• <u>AWG / Public ICWG Co-Chairs</u>: RE and AO (or GPS Chief Engineer if directed)<ul style="list-style-type: none">○ Co-Chairs the AWG / Public ICWG, as required• Facilitates discussions• Documents issues and AIs<ul style="list-style-type: none">○ Identifies, evaluates, and dispositions changes to the impacted document(s)

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EVENTS	BOARD CHAIR RESPONSIBILITIES (Back to Table 7)
LL ERB or GPS ERB	<ul style="list-style-type: none"> • <u>LL ERB Chair</u>: Government PM (3-ltr) or designee (e.g., Chief Engineer) • <u>GPS ERB Chair</u>: GPS Chief Engineer (SMC/GPE) or designee • Ascertains that proposed changes to the Technical Baseline are: <ul style="list-style-type: none"> ○ Necessary, have been evaluated appropriately using sound engineering processes/practices, feasible, properly documented, and coordinated ○ Consistent with GPS strategic technical objectives • Assesses system wide benefits and impacts, including adequate risk assessments for all alternative solutions (designs and proposed changes) in accordance with the SMC/GPOI 63-1108, <i>Risk Management</i> • Verifies proposed change/variance schedule impacts (engineering estimation) • Validates that the LLB changes do not affect multiple segments prior to validating and authorizing the delegation of authority to the LLB • Ensures that the CCDP is complete and that pending actions are ready for the GPS ERB and CCB review/decision • Holds Classified meetings as required • Dispositions proposed change, in accordance with Table 5, GPS ERB/CCB Chair Dispositions • Signs IERB-D or ERB-D • Authorizes ROM/IA in support of the GPS CCB upon ERB approval • Reviews and validates the Segment generated CRM (result of Combined Stakeholder/Directorate Review)

Table 20. Dynamic Object-Oriented Requirements System (DOORS) Management

EVENTS	DOORS MGR RESPONSIBILITIES (Back to Table 7)
Primary Activities	<ul style="list-style-type: none"> • Maintains the CCB approved RFCs/RfVs in DOORS • Supports the RE in controlling the integrity of the Technical Baseline
LLB Sponsorship	<ul style="list-style-type: none"> • No Action
GPS JCRB	<ul style="list-style-type: none"> • Creates the RFC/RfV modules in DOORS upon GPS JCRB approval

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EVENTS	DOORS MGR RESPONSIBILITIES (Back to Table 7)
Combined Stakeholder/ Directorate Review	<ul style="list-style-type: none"><li data-bbox="500 243 678 275">• No Action
AWG / Public ICWG	<ul style="list-style-type: none"><li data-bbox="500 401 1013 432">• Generates draft UpRev upon request
LL ERB or GPS ERB	<ul style="list-style-type: none"><li data-bbox="500 480 1013 512">• Generates draft UpRev upon request

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5. Chapter 5 – MEASURE PERFORMANCE

5.1 TBCMP Metrics

Performance measurement is critical to ensure that the TBCMP meets the needs of the process users and application environment. Continuous data gathering will benchmark the sub-processes over time. Any metrics collected and reported are expected to be clearly defined, factual/objective, measured consistently, and adds value to the GPS mission. Subsequent collection and analysis of the metrics will enable the Directorate to evaluate the process, thereby enabling corrective action(s) and process refinement. The GPS Requirements Section will collaborate with the Configuration Management Team to identify and monitor value added metrics on a recurring or as needed basis.

6. Chapter 6 – ANCILLARY CONFIGURATION CONTROL PROCESSES

6.1 External Processes

External processes that interact directly with the GPS CCB and ensure integration include the GPS Operations Support and Sustainment Division (SMC/GPL) CCB process (as defined in GPLOI 63-101) and the USNDS CCB process (as defined in USNDS-CMP-001). External processes that do not interact directly with the GPS CCB may coordinate with the GPS Requirements Section. Other ancillary CM processes includes the Problem Report Process (per GPS-SW-OP-12 and operated by 50th SW/2 SOPS) as described in GPLOI 63-101. Any modification(s) to fielded system(s) is coordinated and approved via AF Form 1067 in accordance with AFI 63-101/20-101, *Integrated Life Cycle Management*. There are several insertions or “touch” points to ensure proper coordination across this GPS TBCMP, external processes and separate Technical Baselines. Defined touch points within this chapter are located in their respective guidance documents.

Each process supports a specific domain area of responsibility as illustrated in Figure 15.

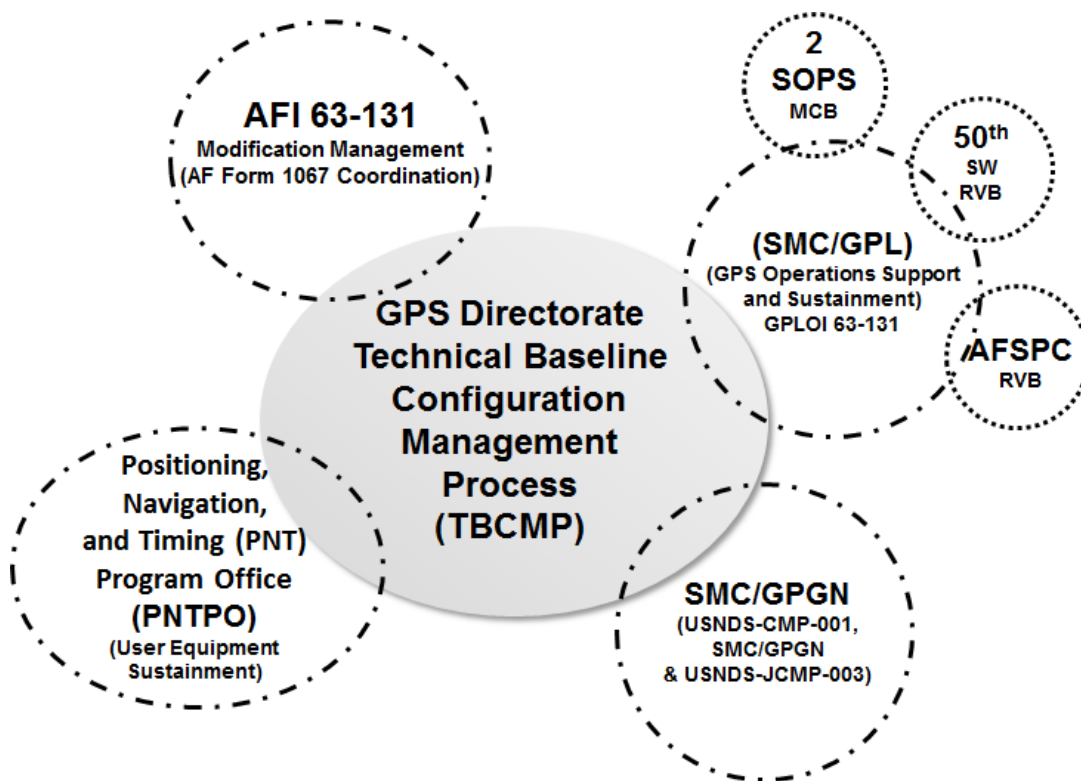


Figure 15. Ancillary Change Process Domain of Responsibility

6.2 GPS Operations Support and Sustainment Division (SMC/GPL)

The GPS Operations Support and Sustainment Division leads GPS operations support and sustainment efforts at Schriever Air Force Base (AFB) and Peterson AFB, and GPS Acquisition Logistics at LA

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AFB, and is led by the GPS Product Support Manager. CM for GPS Operations Support and Sustainment is documented within GPLOI 63-101, *Modification Management and Technical Baseline Control of GPS OCS*. This GPLOI provides direction on the management of the current control system operational configuration and other fielded system(s). Section 2, in GPLOI 63-101, captures the configuration management and control along with touchpoints to the GPS TBCMP.

6.3 Positioning, Navigation, and Timing Program Office (PNTPO)

The PNTPO, formerly known as JSSMO, is located at Robins AFB and is responsible for GPS user equipment that has transitioned to sustainment. PNTPO CM is documented within Air Force Life Cycle Management Center (AFLCMC/WNY) OI 63-10. This AFLCMC/WNY OI describes configuration control of electronic warfare systems, common avionics systems, and subordinate.

6.4 United States Nuclear Detonation Detection System (USNDS) Branch (SMC/GPGN)

Management of the United States Nuclear Detonation Detection System (USNDS) technical baseline is accomplished by the CM process defined in USNDS-CMP-001, with the CCB chaired by the USNDS PM.

6.5 GPS CCB Chair Authorization

Any change/modification/variance approved by other CM processes (such as SMC/GPL or JSSMO) that impacts the GPS Technical Baseline is not complete until authorization from the GPS CCB Chair is obtained (signed CCB-D form- CDM Template Latest Version).

6.6 AF Form 1067 Modification Proposal Coordination

The AF Form 1067, Modification Proposal, is used to document the submission, review, and approval of modification(s) to fielded (in service) system(s) managed by the Air Force. AFI 63-101/20-101, Integrated Life Cycle Management, defines a modification as a “change to hardware or software to satisfy an operational mission requirement by removing or adding a capability or function, enhancing technical performance or suitability, or changing the form, fit, function, and interface of an in-service, configuration-managed AF asset.” Additionally, “modifications can retain existing capability, extend service life, correct product quality deficiencies, or retain/restore the functional baseline or performance specification. Modifications may improve the operational availability of the item, transform or modernize defense business systems, or reduce ownership costs.”

All AF Form 1067s received by GPL shall be submitted to the GPS Requirements Section prior to “Part IV - Single Manager Review and Approval”. The GPS Requirements Section will conduct an assessment of the AF Form 1067 content against the existing GPS Technical Baseline to determine if the new capability requested is an existing requirement. If it is determined that an existing requirement doesn't exist, a Concern will be initiated to document the new validated requirement across the Technical Baseline via the GPS TBCMP.

Additionally, the GPS Requirements Section will conduct an Enterprise Impact Assessment to determine if any division outside of GPL, or any programs outside of sustainment, will be impacted if the new capability requested on the AF Form 1067 is implemented by GPL. If another division or program outside of GPL is impacted, then an enterprise decision will be made for implementation of the new capability. If feasible, GPL should fully comprehend and communicate any Enterprise impacts during the AF Form 1067 coordination process.

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For all other GPS Directorate sponsored 1067s, the sponsoring Segment (e.g., SMC/GPG, SMC/GPV, SMC/GPU etc.) shall inform the GPS Requirements Section as earliest as possible in the AF Form 1067 development. The sponsoring Lower Level Board shall conduct a Directorate-wide 3-letter coordination of any draft 1067 prior to coordinating “Part II – Using Command Validation” (e.g., 2 SOPs). SMC/GP 3-ltr coordination should be repeated if any technical changes have been made during the coordination process.

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7. Chapter 7 – DEFINITIONS

Table 21. Definitions List

TERM	DEFINITION
LLB	Any Lower Level ERB/CCB where SMC/GP has delegated approval of documentation authority or the forum where RFCs/RFVs are reviewed prior to Enterprise ERB/CCB.
Driver Event	The Integrated Master Schedule (IMS) milestone for a specific contract that requires a resolution to the RFC/RFV.
Effectivity	The point at which an approved change is introduced into the hardware/software, also known as “cut-in point” or “insertion point.” Effectivity is applicable to items in Development, Production, and Retrofit.
Effectivity Statement	The effectivity statement identifies the “use span” and provides limits or boundaries, e.g., “FROM “and “THRU”. For example, effectivity of 1&UP: FROM = SERNO (Serial Number) 1, THRU = &UP.
Incorporate Change	Incorporated changes into the contractor’s undelivered product.
Interface Control Agency	A Government agency technical lead/representative required to support ICD development and maintenance of the Technical Baseline.
Interface Control Contractor	A contractor representative for an ICD who is typically identified as the technical lead in compliance with their specific contract. The designated Responsible Engineer (RE) also co-chairs the related AWG / Public ICWG meeting with the designated Government AO.
Need Date	The date the change must be on contract in order to support the driver event.
No Impact	Supposition that the proposed change has no bearing on the identified impacted program/contract. Note: If the document is on contract, it must be listed in the impacted document table of the RFC/RFV and a request for ROM/IA, per PCO discretion, during TBCMP Phase 3.
Not Applicable	Used when the change to the impacted documentation corrects a typographical error or no hardware/software requires modification.
Retrofit	Applicable to items delivered by the contractor to the Government.
Unincorporated Change	An outstanding change that needs to be incorporated into Technical Baseline documents. Technical baseline documents are updated and provided via contracts to the contractors. It is issued against specific document revisions that modify a limited portion of that documentation (e.g., IRN/SCN with no UpRev).
UpRev	A full revision of specific Technical Baseline documents that incorporates all unincorporated changes.

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Variance	A departure from a particular requirement(s) of an item's current approved configuration documentation for a specific number of units or a specified period of time. This term is the current term that encompasses the legacy terms deviation and waiver as those terms are defined in MIL-STD-973.
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8. Chapter 8 – ACRONYMS

50 SW – 50th Space Wing
AF – Air Force
AFB – Air Force Base
AFI – Air Force Instruction
AWC – Approved With Comments
AFMC – Air Force Materiel Command
AFRL – Air Force Research Laboratory
AFSPC – Air Force Space Command
AI – Action Item
AO – Action Officer
AWG – Adjudication Working Group
BML – Baseline Master Listing
CCAR – Comprehensive Cost and Requirements System
CCB – Configuration Control Board
CCB-D – Configuration Control Board Directive
CCB-1 – Configuration Control Board – Approval Phase
CCB-2 – Configuration Control Board – RFP Monitoring Phase
CCDP – Change Control Data Package
CDD – Capability Development Document (JCIDS Document)
CDM – Configuration Data Management
CDRL – Contract Data Requirements List
CI – Configuration Item
CM – Configuration Management/Manager
CMP – Configuration Management Plan
CMT – Configuration Management Team
CPD – Capability Production Document (JCIDS Document)
CRM – Comment Resolution Matrix
DIM – Document Impact Matrix
DM – Data Management
DND – Depart of National Defence
DoD – Department of Defense
DoDI – Department of Defense Instruction
DOORS – Dynamic Object-Oriented Requirements System
DSPP – Data Separation and Protection Plan
EIA – Electronics Industry Association
ECA – Emergency Contract Action
ECP – Engineering Change Proposal
ENT – Enterprise
ERB – Engineering Review Board
ERB-D – Engineering Review Board Directive
FFRDC – Federally Funded Research Development Center
GP – Global Positioning

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GPE – System Engineering Division
GPL – GPS Operations Support and Sustainment Division
GPLOI – GPS Operations Support and Sustainment Division Operating Instruction
GPS – Global Positioning Systems
GPOI – Global Positioning Systems Operating Instruction
HDBK – Handbook
HQ – Headquarters
HQ AFSPC/A5 – Space Enterprise Capabilities Directorate
HQ AFSPC/A5M - Directorate of Strategic Requirements, Architectures and Analysis - Space Enterprise Capabilities Division
ICA – Interface Control Agency
ICC – Interface Control Contractor
ICCB-D – IPT Configuration Control Board Directive
ICD – Interface Control Document
ICD – Initial Capability Document (JCIDS Document)
IDE – Integrated Data Environment
IERB-D – IPT Engineering Review Board Directive
IMS – Integrated Master Schedule
IPT – Integrated Product Team
IRN – Interface Revision Notice
IS – Interface Specification
JCIDS – Joint Capabilities Integration and Development System
JCRB – Joint Configuration Review Board
JSSMO – Joint Service System Management Office
LA AFB – Los Angeles Air Force Base
LL – Lower Level
LL CCB – Lower Level Configuration Control Board
LL ERB – Lower Level Engineering Review Board
MIL – Military
MIL-STD – Military Standard
NATO – North Atlantic Treaty Organization
NLT – No Later Than
OCI – Organizational Conflict Of Interest
OI – Operating Instruction
PCN – Proposed Change Notice
PCO – Procurement Contracting Officer
PCOL – Procurement Contracting Officer Letter
PM – Program Manager/Management
PMD – Program Management Directive
PNT – Position, Navigation & Timing
PNTPO – Position, Navigation & Timing Program Office
POC – Point-of-Contact
PR – Problem Report
RE – Responsible Engineer
RFP – Request for Proposal

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RFC – Request for Change
RFV – Request for Variance
ROM / IA – Rough Order of Magnitude / Impact Assessment
RR – Required Reviewer
R&R – Roles & Responsibilities
SA – Supplemental Agreement
SCG – GPS Acquisition Security Classification and Declassification Guide
SCIF – Sensitive Compartmented Information Facility
SCN – Specification Change Notice
SCR – Software Change Request
SE – Systems Engineering
SE&I – Systems Engineering & Integration
SEP – Systems Engineering Plan
SERNO – Serial Number
SETA – Support Engineering Technical Analysis
SIPRNet – Secure Internet Protocol Router Network
SMC – Space and Missile Systems Center
SMC/GPA – Army
SMC/GPC – Civil Applications
SMC/GPD – National Geospatial Intelligence Agency (NGA)
SMC/GPE – GPS Engineering and Integration Division
SMC/GPES – GPS Acquisition Security Branch
SMC/GPG – GPS Control Systems Division
SMC/GPGN – GPS United States Nuclear Detonation and Detection System (NDS) Branch
SMC/GPK – Contracts Division
SMC/GPL – GPS Operations Support and Sustainment Division
SMC/GPN – GPS Navy
SMC/GPP – GPS Program Control Division
SMC/GPT – GPS Transition Division
SMC/GPU – GPS User Equipment Division
SMC/GPV – GPS Space Systems Division
STD – Standard
SYS – System
TBCMP – Technical Baseline Configuration Management Process
THRU – Through
TIM – Technical Interchange Meeting
USNDS – United States Nuclear Detonation (NUDET) Detection System

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9. ATTACHMENT 1 – GENERAL GUIDANCE: CHANGE IDENTIFICATION

The information in this section is used as guidance and should not be interpreted as a directive.

9.1 Proposed Change Document Identification

Any current revision of a document may contain up to five approved and unincorporated changes. Upon the fifth change, previous unincorporated changes, as written, are incorporated without modification, into the next revision. If a change modifies more than 50% of the document, the approved IRN and any other approved unincorporated changes should cause a new UpRev to occur. However, a new UpRev may occur with any RFC if the number of proposed changes warrants and is subject to GPE concurrence.

A PCN against the Technical Baseline released for Stakeholder Review will contain a unique change identifier. Include the Appendix or Annex Letter/Number after the unique change identifier when applicable. The file name of the artifact shall consist of the unique change identifier and the document date. See the examples below.

The unique change identifier of a PCN for an ICD or an IS is as follows:

- [PCN]-[IS/ICD]-[3-digit Document Number][Current Revision Letter] [App (appendix letter)]_RFC[3Digit]
 - Example: PCN-ICD-240D_RFC303
 - Example with Appendix: PCN-ICD-240D AppX_RFC303

Artifact File Name Example: PCN-ICD-240D AppX_RFC303_20180823

The unique change identifier of a PCN for a specification is as follows:

- [PCN]-[two/three letter specification designation]-[3-digit Document Number][Current Revision Letter] [App (appendix letter)]_RFC[3Digit]
 - Example: PCN-SYS-800D_RFC303
 - Example with Appendix: PCN-SYS-800D AppX_RFC303

Artifact File Name Example: PCN-SYS-800D AppX_RFC303_20180823

9.2 Final Change Document Identification

An unincorporated change against the Technical Baseline, post-ERB approval, triggers a final Interface Revision Notice (IRN) or Specification Change Notice (SCN). Each IRN/SCN will contain a unique change identifier. When applicable, include the Appendix or Annex Letter/Number after the unique change identifier for the final IRN/SCN. The file name of the artifact shall consist of the unique change identifier, RFC number and the document date. See examples below.

The unique change identifier of an IRN for an ICD or IS is as follows:

- [IRN]-[IS/ICD]-[3-digit Document Number][Current Revision Letter]-[sequential number beginning with 001] [App (appendix letter)]

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- Example with Appendix: IRN-ICD-240D-001 AppX

Artifact File Name Example: IRN-ICD-240D-001 AppX_RFC303_20180823

The unique change identifier of a SCN for a specification is as follows:

- [SCN]-[two/three letter specification designation]-[3-digit Document Number][Current Revision Letter]-[sequential number beginning with 001] [App(appendix letter)]
 - Example with Appendix: SCN-SYS-800D-001 AppX

Artifact File Name Example: SCN-SYS-800D-001 AppX_RFC303_20180823

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10. ATTACHMENT 2 – GLOSSARY OF REFERENCE AND SUPPORTING DOCUMENTATION

Table 22. Reference Documents List

DOCUMENT NUMBER	TITLE
DIRECTIVES	
AFI 63-101/20-101	Integrated Life Cycle Management
AF/A5R Guide Book	Requirements Development Guidebook - Volume 1 Air Force Implementation of the JCIDS Deliberate Process
PMD 4075	AFSPC Program Management Directive Navstar Global Positioning System (GPS)
DoD 5010.12-M	Procedures for the Acquisition and Management of Technical Data
SCG	GPS Acquisition Security Classification and Declassification Guide, 02 December 2015
DoDI 5000.02	Operation of the Defense Acquisition System
DSPP	Global Positioning Systems Wing (GPSW) Data Separation and Protection Plan (DSPP)
CMP 1993	Configuration Management Plan (CMP), Navstar GPS Integrated System CMP, March 1993
OPERATING INSTRUCTION-PLANS-CHARTERS	
GP-03-001B	Adjudication Working Group (AWG) & Rough Order of Magnitude (ROM) / Impact Assessment (IA) Charter
GPOI 62-1801	GPS Configuration Control Board Operating Instruction (CCB OI)
GPLOI 63-101	Modification Management and Technical Baseline Control of GPS OCS
USNDS-CMP-001	CMP for the USNDS
USNDS-JCMP-003	JCMP for the USNDS
GPOI 63-1104	Data Management (DM)
GPOI 63-1108	Risk Management
GPS Program Technical Plan	GPS Program Technical Library Plan
MILITARY SPECIFICATIONS/STANDARDS	
MIL-STD-973, Notice 1, 2, 3	Configuration Management

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MIL-HDBK-61 A	Configuration Management Guidance
Space and Missile Systems Center (SMC) - Tailoring (T) - 007	Tailoring of EIA-649-1 (supplement to SAE EIA-649B-2011), Definitions Major (Class I) Engineering Change Proposal, Change Management (CM) Guidance
NON-GOVERNMENT STANDARDS	
SAE EIA 649-1 (is a supplement to SAE EIA-649B-2011)	Configuration Management Requirements for Defense Contract
ADOPTED FORMS	
AFMC Form 518	Configuration Control Board Directive
AF Form 847	Recommendation for Change of Publication
AF Form 1067	Modification Proposal

Note: The identified documents are guidance documents.

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11. ATTACHMENT 3 – TEMPLATES

Table 23. Templates

TEMPLATE NUMBER	TEMPLATE TITLE
GPS CDM (072308-10) Template Latest Version	Comments Resolution Matrix (CRM)
GPS CDM (051309-006) Template Latest Version	IPT Configuration Control Board Directive (ICCB-D)
GPS CDM (040810-004) Template Latest Version	Engineering Review Board - Directive (ERB-D)
GPS CDM (040810-005) Template Latest Version	IPT Engineering Review Board Directive (IERB-D)
GPS CDM (050510-001) Template Latest Version	Non-concurrence Memorandum for Record
GPS CDM (062810-001) Template Latest Version	Stakeholder/Signatory List
DD Form 1694	Contractor RFV Form

Note: The CDM Templates are updated on an as-needed basis, per the direction of the ERB Chair, SE&I CM Lead, or GPS Requirements Section Chief. The SE&I CMT will distribute any updates to these CDM Templates to the appropriate stakeholders. The latest template versions should be used and are maintained by the CMT.

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12. ATTACHMENT 4 – PROCESS STEPS

Table 24. Process Steps

PHASE	SECTION	STEP	PROCESS DESCRIPTION
1	2.1	1	Change Initiation: Identify and document need. Generate the RFC/RFV. Complete the RFC/RFV template: identify problem; propose solution; provide list of impacted documentation, effectivity, and disposition of items. Determine if the change is to be unincorporated or a complete revision.
	2.1.8	2	LLB (1st Event): Coordinate the RFC/RFV, obtain Sponsor concurrence, Driver Event, Need Date, and GPS CCB NLT Date. Note: If the sponsor is not known, the RFC/RFV may be scheduled for GPS JCRB that will determine sponsorship.
	2.1.9	3	GPS JCRB (2nd Event): Obtain GPS JCRB Chair concurrence on RFC/RFV.
2	2.2.2	4	TIM: Participate in TIMs for proposed change, providing guidance relative to functional areas expertise. Generate WAS/IS PCN.
	2.2.3	5	Combined Stakeholder/Directorate Review (3rd Event): Participate in review, providing comments to the RE by the due date. Segment Levels participate in Combined Stakeholder/Directorate Review, providing recommended comments up to Segment POC. RE/AO initiates comment resolution and disposition.
	2.2.4		
	2.2.5	6	AWG (4th Event): Schedule meeting with required stakeholders and signatories (as necessary). Review and confirm the adjudicated CRM. At post-AWG, review the final PCN document, which incorporates the concurred-to CRM.
3	2.3.2	7	Pre-GPS ERB: AO/RE presents the Informal CCDP review package with the ERB Chair to prepare for the GPS ERB. GPS ERB/LL ERB (5th Event): Meeting held and proposed changes/variances are dispositioned. Note: GPS ERB Validation - the GPS ERB validates authority for LL RFC/RFV approval at the LLB.
	2.3.3	8	ROM/IA: Upon GPS ERB approval, a request for ROM/IA is performed by each impacted program's PCO.
	2.3.5	9	GPS CCB / LL CCB (6th Event): Upon ROM/IA receipt, the LLB is held to determine funding availability and obtain LLB Chair concurrence to proceed to the GPS CCB; provided that this item did not meet the delegation of authority criteria. If this is an item that had been validated by the GPS ERB authorizing the delegation of GPS CCB authority, the LLB Chair disposes the item. GPS CCB-1(6th Event): CCDP presented to CCB and the GPS CCB Chair dispositions.
4	2.4	10	GPS CCB-2 (7th Event): For GPS CCB approved changes, whether approved at GPS or LLB, the PCO prepares contractual documents to implement approved changes. Then the Government evaluates the contractors' response and initiate negotiations prior to final contract award. PM (or delegate) briefs the RFP release and contract mod status(es).

Note: The above process steps are required for GPS CCB approval. See Figure 1 for a flowchart on the process.

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