

DATA ITEM DESCRIPTION

Title: Phase-Out Transition Plan

Number: DI-MGMT-81945

AMSC Number: N9430

DTIC Applicable: N/A

Office of Primary Responsibility: AS/PMA-207

Applicable Forms: N/A

Approval Date: 20130916

Limitation: N/A

GIDEP Applicable: N/A

Use/relationship:

The Phase-Out Transition Plan provides a detailed description of the transfer of full assumption of duties at each site to the follow-on contractor.

This Data Item Description (DID) contains format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract and described in the Performance Work Statement (PWS). It should be tailored to the minimum data requirements of the applicable contract or purchase order.

Requirements:

1. Format. Contractor format is acceptable.
2. Content. The Phase-Out Transition Plan shall include:
 - a. A written comprehensive plan explaining actions required to complete the total transition effort within a sixty (60) calendar day transition period.
 - b. Details of accounts and subscription services to be terminated or transferred.
 - c. Process to conduct a full joint inventory and transference of all Government Furnished Material inventory including all records.
 - d. Status of all items in inventory as well as the items that have been inducted into repair facilities, being modified or are being purchased.
 - e. Details for the removal of all contractor owned items.
 - f. Critical path schedule for risk mitigation of the transition period.
 - g. Plan to make training and certification records available of contractor personnel who are considering employment with the succeeding contractor.
3. End of DI-MGMT-81945.