

**DATA ITEM DESCRIPTION****Title: Baseline Description Document****Number: DI-SESS-81121A****AMSC NUMBER: N9381****DTIC Applicable: No****Office of Primary Responsibility: EC****Applicable Forms: N/A****Approval Date: 20130628****Limitation: N/A****GIDEP Applicable: No**

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

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

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

This DID supersede DI-CMAN-81121.

**Requirements:**

1. Reference documents. The applicable issue of any documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.
2. Format and content. The technical baseline report shall be prepared in contractor format taking in consideration the requested data fields listed on Figure I of this DID.
3. Application/Interrelationship
  - a. This data will be used by the government as the technical baseline report upon which to judge future changes to the documentation, physical hardware and software items. The technical baseline data shall be updated each time an item has been changed or when a new item is introduced. A technical baseline report shall be formally released to the government in accordance with the contracted delivery requirements and the preparation instructions listed below.
  - b. Preparation of the technical baseline report shall in no way conflict with or contravene contract requirements that specify delivery of technical data packages and other engineering support data, as delineated in the contract.

**DI-SESS-81121A****4. Preparation Instructions**

- a. **Format Requirements.** The technical baseline report shall contain the configuration items for each baseline type which is shown as an example in Tables I, II and III of this DID. A sample technical baseline report is provided in Figure I depicting the requested data fields to be recorded and delivered.
- b. **Data Content.** The technical baseline report shall include a complete listing of all government furnished and contractor developed and furnished documents, physical hardware and software items which are required to accurately define and control the baselines. Unique identifiers included in the technical baseline report shall be described in accordance with the specified contract requirements. If there are no contract requirements, the contractor's unique identifiers shall be used in the technical baseline report.
- c. **Baseline Types.** Tables I, II and III summarize example titles of physical hardware and software items, specifications, drawings, interface control, design and version description documents which are normally included in one of the baseline types; Functional, Allocated and Product .
- d. **Source Data.** To help identify technical data and information required for technical baselines, a list of sources is included in Table IV.

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

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

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

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



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Figure I - Sample Technical Baseline Report Legend

**PHYSICAL ITEM**

1. Work Breakdown Structure – Identifies the level of indenture as per the MIL-STD-881C for product hierarchy
2. Item ID#, Equipment Designator or Model# – The number assigned as the unique identifier; (type designator i.e. AN/SRC-57(V)1; C-12509, etc) per MIL-STD-196E (as applicable)
3. Item Name or Nomenclature – The noun name assigned as the unique identifier; (nomenclature i.e. Antenna, Filter, etc); the noun name and version assigned to software (i.e. Compose 3.1.0.0, etc.)
4. Qty – The total number of items applicable to the baseline shown in the report
5. Item Type – The label that categorizes the baseline item: HW = Hardware; SW = Software

**DOCUMENTED REQUIREMENTS**

6. Type – The label that identifies the type of document: CPD = Capabilities Production Document; TM = Technical Manual; DWG = Drawing; SPC = Specification; SVD = Software Version Description
7. Doc # - The identifier used to uniquely label the document
8. Title - A name used to describe the contents of the document
9. Version Revision – Version: Released document indicated by a numeric value in the position prior to the point (1.)  
Revision: Incremental updates to a released document indicated by an alpha or numeric value in the position after the point (.0) (.A)
10. Status –  
Draft = Initial content of document under development  
Review = Submitted for review and comment  
Final = Document Approved  
Release = Distributed for use
11. Status Date – The Month Day Year that corresponds to when the document was in draft, submitted for review, when the approving official authorized the content by signature or released.
12. Baseline Type – The applicable baseline indicator for the listed item: (F)unctional; (A)llocated; (P)roduct.

## **DI-SESS-81121A**

### **CHANGE RECORD**

**13. CR#** – Identifies the change request number applicable to the baseline item

**14. Status** – Change request position in workflow process:

New – Draft submission not assigned a lead

Open – Lead assigned to review, collect, and analyze information and provide input to change request

Pending – Change request on CCB agenda for vote

Implement – Approved change is in process of being completed

Closed – Change request is cancelled

Archived – Change request has passed historical date

**15. Disposition** – Vote Decision:

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

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

Completed – Change is implemented

Cancelled – Change request is closed and cannot be revised

END OF DI-SESS-81121A