OMB NO. 0704-0188

| ENGINEERING CHANGE PROPOSAL (ECP) | 1. DATE PREPARED: (DD-Mon-YYYY) | 2. ECP NUMBER: |
| | | 3. PROCURING ACTIVITY NO. (PAN): |

The public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of the collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Executive Services Directorate, Directives Division, 4800 Mark Center Drive, Alexandria, VA 22350-3100 (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. **PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THIS ADDRESS. RETURN COMPLETED FORM TO THE ACQUIRER ISSUING CONTRACTING OFFICER FOR THE CONTRACT/PROCURING ACTIVITY NUMBER LISTED IN ITEM 23 OF THIS FORM.**

4. TITLE OF CHANGE:

5. CLASS OF ECP:
☐ Major (Class I) ☐ Minor (Class II)

6. PRIORITY:
☐ E - Emergency ☐ U - Urgent ☐ R - Routine

7. ECP TYPE:
☐ P - Preliminary ☐ F - Formal

8. JUSTIFICATION CODE: ☐ B - Interface ☐ C - Compatibility ☐ D - Correction of Deficiency ☐ O - Operational or Logistic Support ☐ P - Production Stoppage ☐ R - Cost Reduction ☐ S - Safety ☐ V - Value Engineering ☐ A - Administrative (Used with Minor Class Only)

9. DESCRIPTION OF CHANGE:

10. NEED FOR CHANGE:

11. TOP-LEVEL ITEM NAME AND DESIGNATION:

12. HIGHER-LEVEL ITEM NAME AND DESIGNATION:

13. PRIMARY ITEM	a. ITEM NAME AND DESIGNATION:	b. PART NO.:	c. NSN:

14. AFFECTED ITEM(S)	a. ITEM NAME AND DESIGNATION:	b. PART NO.:	c. NSN:	d. ALTER, ADD, OR REMOVE:

15. LIST OTHER EXTERNAL SYSTEMS OR EXTERNAL CONFIGURATION ITEMS AFFECTED:

16. DOCUMENTS AFFECTED			d. CURRENT REVISION	e. NOR NO.	f. REVISED DOCUMENT ATTACHED (Y/N)?
a. CAGE	b. DOCUMENT NO.	c. TITLE/NOMENCLATURE/NAME			

17. BASELINE AFFECTED:
☐ Functional ☐ Allocated ☐ Product

18. IN PRODUCTION:
☐ Yes ☐ No

19. PRODUCTION EFFECTIVITY: (quantity, Lot No., Serial No., Date)

20. EFFECT ON DELIVERY SCHEDULE

21a. COST IMPACT FROM ECP? ☐ Yes ☐ No

IF BLOCK 21A IS YES, INCLUDE REFERENCES:

21b. RETROFIT EXISTING ASSETS? ☐ Yes ☐ No

21c. RETROFIT EFFECTIVITY: (IF 21b IS YES, ENTER RETROFIT EFFECTIVITY INFORMATION, IF 21B IS NO ENTER N/A):

21d. RETROFIT DELIVERY SCHEDULE: (IF 21b IS YES, ENTER RETROFIT DELIVERY SCHEDULE INFORMATION; IF 21B IS NO, ENTER N/A)

22. CONTRACT	a. SUPPLIER:	b. CONTRACT NO./LINE ITEM:

23. CONTRACTING OFFICER	a. NAME:	b. TELEPHONE:	c. E-MAIL:

24. ORIGINATOR	a. NAME:	b. ADDRESS: (Street, City, State, Zip Code)
e. CAGE CODE:	c. TELEPHONE:	
	d. E-MAIL:	

f. SUBMITTING ACTIVITY:	g. AUTHORIZED SIGNATURE:	h. NAME AND TITLE (Authorizing Official)

25. BELOW TO BE COMPLETED BY THE APPROVING ACTIVITY

a. RECOMMENDATIONS:	☐ Approval	☐ Disapproval	☐ Approval with Modification
b. NAME AND TITLE	c. DATE SIGNED: (DD-Mon-YYYY)	d. SIGNATURE:	

26a. DISPOSITION: (Configuration Approval Authority)	☐ Approval	☐ Disapproval	☐ Approval with Modification
b. NAME AND TITLE	c. DATE SIGNED: (DD-Mon-YYYY)	d. SIGNATURE:	

27. ACTIVITY ACCOMPLISHING REVISION AND DATE OF REVISION

a. NAME AND TITLE	b. DATE SIGNED: (DD-Mon-YYYY)	c. SIGNATURE:

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DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692

GENERAL

SCOPE. This instruction establishes uniform requirements for the preparation of the DD Form 1692, "Engineering Change Proposal (ECP)". The information contained herein is intended for compliance.

APPLICATION. The provisions of DD Form 1692 apply when requesting an ECP.

APPLICABLE DOCUMENTS. DI-SESS-80639

GENERAL REQUIREMENTS. Use of DD Form 1692. Prepare and submit DD Form 1692, or an Acquirer authorized alternative, to request engineering changes to approved product configurations. Failure to complete all applicable fields may result in rejection from the Configuration Approval Authority.

DETAILED REQUIREMENTS. Detailed instructions for completion of the DD Form 1692. Page 1 is required for all ECP submittals. ECP Pages 2 through 7 are generally required when ECPs are classified as Major and when needed to fully describe the change and change impacts.

Block 1. Date Prepared. Enter the submittal, preparation or revision date of the ECP in the format DD-Mon-YYYY (for example, 01-Jan-2014). Revised ECPs are to have the date of the revision entered.

Block 2. ECP Number. Enter the ECP unique identifier tracking number, and if needed, a revision indicator. Revisions are to be identified in sequence from the original issuance of the ECP as in "R1", "R2", "R3", etc. The Acquirer submission date is the date of the revised ECP.

Major revisions to an ECP are to be completely revised and resubmitted as a separate package.

Minor revisions to an ECP (such as those which correct errors, add or delete information, update pricing, or provide clarification) may be made by attaching new or revised pages and indicating the new date and revision level on each such page of the ECP. This necessitates changing the page containing the date and revision level, even if no other data on the sheet changed.

In either case, the information which differs from the original ECP is to be clearly identified in a manner similar to the marking of change pages for specifications, and for minor revisions, indicating the revision before and after conditions/areas. The ECP should include information as to whether the revision is a resubmittal replacing the existing ECP in its entirety, or provide change pages to the existing ECP.

Block 3. Procuring Activity Number (PAN). To be entered by the procuring activity to provide an internal processing number if required.

Block 4. Title of Change. Enter a title of the recommended change.

Block 5. Class of ECP. Enter the ECP class. Major (Class I) ECPs have any combination of the following:

a. A change that affects specified and approved requirements including safety, reliability, supportability, and quantitative requirements that result in product attributes that would be outside specified limits or specified tolerances.

b. A change that affects any approved acquisition baseline (i.e., Functional, Allocated, or Product Baselines).

c. A change that affects compatibility with interfacing products including such products as test equipment, support equipment, software, firmware, and products furnished by an Acquirer or that **affects one or more of the following:**

1. Delivered operation or servicing instructions.

2. Required calibration to the extent that product identification should be changed.

3. Interchangeability or substitutability of replaceable products, assemblies, or components.

4. User skills or user physical attributes.

5. Operator or maintenance training.

6. Requires retrofit of delivered products (e.g., by product recall, modification kit installation, attrition, replacement during maintenance using modified spares).

7. Performance.

8. Maintainability, durability, or survivability.

9. Weight, balance, moment of inertia.

10. Electromagnetic characteristics.

11. Impact to logistical support requirements such as training, technical or operational manuals, spares, maintenance procedures or equipment, etc.

12. Re-qualification of the item.

13. Domain certification (e.g., airworthiness, seaworthiness).

14. Source (supplier of an item) listed on a Source Control Drawing (SCD).

15. Biomedical factors or human factors engineering.

16. Personnel manning.

17 Corrects deficiencies.

18. Adds or modifies interface or interoperability requirements.

19. Changes the operational capabilities or logistics supportability of the system or item and the change is significant and measurably changes the effectiveness.

20. Life cycle costs/savings.

21. Prevents slippage in an approved production schedule.

d. A change that does not meet the above criteria but does impact cost/price/delivery to customer(s), including incentives and fees, guarantees, warranties, and contracted deliveries or milestones.

Minor (Class II) ECPs do not impact the criteria above for Major (Class I) changes.

Block 6. Priority. Enter the ECP Priority using one of the following designations:

a. Emergency. The ECP is assigned an emergency priority for any of the following reasons:

i. To effect a change in operational characteristics which, if not accomplished without delay (e.g., 24 hours), may seriously compromise national security.

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ii. To correct a hazardous condition that may result in fatal or serious injury to personnel or in extensive damage or destruction of equipment. (A hazardous condition usually requires withdrawing the item from service temporarily, suspending item operation, or discontinuing further testing or development pending resolution of the condition).

iii. To correct a system halt (abnormal termination) in production environment such that Computer Software Configuration Item (CSCI) mission accomplishment is prohibited.

b. Urgent. The ECP is assigned an urgent priority for any of the following reasons:

i. To effect a change which, if not accomplished expeditiously (e.g. 30 days), may seriously compromise the mission effectiveness of deployed equipment, software or forces.

ii. To correct a potentially hazardous condition, the uncorrected existence of which could result in injury to personnel or damage to equipment. (A potentially hazardous condition compromises safety and embodies risk (within reasonable limits) and permits continued use of the affected item, provided the operator has been informed of the hazard and appropriate precautions have been defined and distributed to the user).

iii. To meet significant contractual requirements (e.g., when lead time necessitates slipping approved production or deployment schedules if the change was not incorporated).

iv. To effect an interface change which, if delayed, would cause a schedule slippage or increase cost.

v. To effect a significant net life cycle cost savings to the Acquirer, as defined in the contract, through value engineering or through other cost reduction efforts where expedited processing of the change is to be a major factor in realizing lower costs.

vi. To correct unusable output critical to mission accomplishment.

vii. To correct critical CSCI files that are being degraded.

viii. To effect a change in operational characteristics to implement a new or changed regulatory requirement with stringent completion date requirements issued by an authority higher than that of the functional proponent.

c. Routine. The ECP is assigned a routine priority if emergency or urgent is not applicable.

Block 7. ECP Type. Enter the ECP Type using one of the following designations:

a. Preliminary Change Proposal (Type P). An ECP of this type meets one or more of the following purposes:

1. To furnish the Acquirer with available information in order to permit a preliminary evaluation relative to the merits of the proposed change or to select among proposed alternative changes to accomplish the same objective.

2. To supplement a message relative to an emergency or urgent priority ECP when it is impracticable to submit a formal ECP within 30 calendar days.

3. To propose a software change prior to the development of the actual coding changes and to obtain Acquirer approval to proceed with initial software engineering activities.

b. Formal Change Proposal (Type F). This designation is used when the ECP is used for purposes other than those addressed above.

Block 8. Justification Code. Enter the Justification Code using the following criteria:

a. Interface (Code B); Code B is to be assigned to a change to eliminate incompatibility between Configuration Items (CIs).

b. Compatibility (Code C); Code C is to be assigned to a change to correct a deficiency with the following characteristics:

i. The need for a change has been discovered during the system or item functional checks or during installation and checkout and is necessary to make the system or item work.

ii. By assigning the compatibility code the Supplier is declaring that the effort required to accomplish the change is considered to be within the scope of the existing contract except for changes caused by the Acquirer.

iii. Contractual coverage completing the formal documentation of the change is not reflected as an increase in contract price for the corrective action in production and to delivered items in-warranty or otherwise stipulated in the contract.

c. Correction of Deficiency (Code D); Code D is to be assigned to a change to eliminate a deficiency, unless a more descriptive separate code applies, such separate codes are used to identify deficiencies of the nature of safety, interface, or compatibility.

d. Operational or Logistic Support (Code O); Code O is to be assigned to a change to make a significant increase in effectiveness or a performance change in operational capabilities or logistics support.

e. Production Stoppage (Code P); Code P is to be assigned to a change to prevent slippage in an approved production schedule. This code applies when production to the current configuration documentation either is impracticable or cannot be accomplished without delay.

f. Cost Reduction (Code R); Code R is to be assigned to a change to affect a net total life cycle cost savings to the Acquirer, but which is not being submitted pursuant to the Value Engineering clause of the contract. The savings in life cycle cost should include all effects on cost and price for the effort and requirements covered by the contract (s) currently in effect for this Supplier, plus the costs resulting from necessary associated changes in delivered items and logistics support.

g. Safety (Code S); Code S is to be assigned to a change to correct a deficiency which is required primarily to eliminate a hazardous condition. When this code is assigned, a system hazard analysis is to be included with the change.

h. Value Engineering (VE) (Code V); Code V is to be assigned to a change that is an effect of a net life cycle cost reduction and which is submitted pursuant to the VE clause of the contract. (Note: Value Engineering Change Proposal (VECP)).

i. Administrative (Code A); Code A may only be used if the change is classified as Minor in Block 5.

Block 9. Description of Change. Enter a description of the proposed change. Describe the nature of the proposed change from the technical requirements of the configuration documentation. The description should include a summary of the physical and functional changes to the item(s)

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and the effect of those changes on other items or on the system. A summary of documentation changes may be included as well. Marked drawings or other documents should be included when necessary to describe and justify approval of the proposed change. If other external systems or external configuration items are listed as affected in Block 15, describe the impact of proposed product baseline changes on the external systems or external items.

Block 10. Need for Change. Describe the need for the proposed change. Explain the benefits of the proposed change

Block 11. Top-Level Item Name and Designation. For the CI or CSCI, which is the subject of this proposal, enter the item name and designation of the top-level system (or top-level CI) to which it belongs.

If the top-level system has a formal nomenclature based on MIL-STD-196, MIL-STD-1661 or another standard, enter the formal item name and type designator (e.g., Rifle M16, Torpedo MK48, Fighter F22, AEGIS Weapon System MK7 MOD14).

If the top-level system does not have a formal nomenclature, enter a name and a designation (such as a commercial name and model number) that is acceptable to the acquiring activity (e.g., Laptop Computer MDT-501A).

If there is no top-level system or top-level CI, enter "N/A" for Not Applicable.

Block 12. Higher-Level Item Name and Designation. For the CI or CSCI, which is the subject of this proposal, enter the item name and designation of the higher-level CIs to which it belongs. Normally a higher-level CI would be a major sub-assembly that is below the top level of the system and that contains the CI or CSCI which is the subject of this proposal.

If the higher-level CI has a formal nomenclature based on MIL-STD-196, MIL-STD-1661 or another standard, enter the formal item name and type designator (e.g., Ammunition Clip MKX MODX, Targeting Sonar AN/XXX-XX, IFF Transponder AN/XXX-XX, Radar AN/SPY-1D).

If the higher-level CI does not have a formal nomenclature, enter a name and a designation (such as a commercial name and model number) which is acceptable to the acquiring activity (e.g., Hard Drive, Laptop, Removable 5D12-GLR1).

If there is no higher-level CI, enter "N/A" for Not Applicable.

Block 13a-c. Primary Item. For the CI or CSCI, which is the primary subject of this proposal (that is, the primary item for which the proposed change is being submitted), enter the item name and designation as well as associated information such as Part Number and, if available, NSN.

If the item has a formal nomenclature based on MIL-STD-196, MIL-STD-1661, or another standard, enter the formal item name and type designator.

If the item does not have a formal nomenclature, enter a name and a designation (such as a commercial name and model number) that is acceptable to the acquiring activity. (e.g., Ammunition Clip Bracket, Targeting Sonar Cable Assembly, IFF Transponder Processor Circuit Card, Receiver- Programmer R-2232/SPY-1D, Laptop Hard Drive connector A32DW).

Block 14a-d. Affected Item(s). Enter the specific item which is being altered, added, or removed by the proposal. If the item has a formal nomenclature based on MIL-STD-196, MIL-STD-1661, or another standard, enter the formal item name and type designator. If the item does not have a formal nomenclature, enter a name and a designation (such as a commercial name and model number) that is acceptable

to the acquiring activity. Also include associated information (if available for the item) such as Part Number, NSN, and whether the item is being altered, added to the system or removed from the system by the proposal. If desired, other information identifying or describing the item may be included on the continuation page or in an enclosure (e.g., the total number of times the item is used in the system and is affected by the proposal can optionally be included as the Quantity Affected).

If more than one item is being altered, added, or removed by the proposal, use the continuation page or an enclosure to list all of these items along with the associated information for the items. If these items do not all belong to the same higher-level item, include the higher-level item name and designation in the associated information for each item. If desired, tables, lists or other means may be used to show the items altered, added, or removed as well as their relationship to each other and their relationship to higher-level items.

Block 15. List Other External Systems or External Configuration Items Affected. If the proposed change affects systems or CIs that are external to the system containing the CIs for which the proposal is being written, list the external systems or external CIs that are impacted. If no external systems or external CIs are impacted, enter "N/A" for Not Applicable in Block 15. Examples of external systems or external CIs include interfacing systems, training devices used or shared by other systems, and test sets used or shared by other systems. Impacts of product baseline changes on external systems or external CIs can be detailed in Block 9. Impacts of functional or allocated baseline changes on external systems or external CIs can be detailed in Block 28.

Block 16a-f. Documents Affected. Enter for the Documents being modified by the proposed change. Identify the CAGE Code for the document, Document No., Document Title/Nomenclature/Name, Current Revision, and as required, the DD Form 1695, Notice of Revision (NOR) page number (i.e., specifications, drawings, Model Based Definition datasets, parts list, packaging data, quality assurance provisions, or other document being modified). Indicate `Yes' or `No' in the Revised Document Attached column if the revised document is or is not attached to this form.

Block 17. Baseline Affected. Enter the baseline affected.

Block 18. In Production. Check `Yes' if the item is in production. Check `No' otherwise.

Block 19. Production Effectivity. If Block 18 is `Yes', enter production effectivity information in Block 19. If necessary, enter the quantity, lot number, serial number, or date at which the change is to take effect. If Block 18 is not `Yes', enter "N/A" for Not Applicable in Block 19.

Block 20. Effect on Production Delivery Schedule. Enter the effect on production delivery schedule as a result of approval or non-approval of the change.

Block 21a. Cost Impact From ECP. Check `Yes' if there is a cost impact for retrofitting the ECP. Check `No' if otherwise. Cost impact is any increase or decrease in the disposition of the ECP. Cost impact may be on:
   a. A present, future, or a concurrent contract,
   b. A related or interfacing component,
   c. Life cycle logistics or acquisition, or
   d. any other life cycle cost impact.

If `Yes' is checked, then include any references which would be needed by the reader to see the description of the cost impact.

Block 21b. Retrofit Existing Assets. Check `Yes' if retrofit of existing assets is recommended. Check `No' if otherwise.

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Block 21c. Retrofit Effectivity. If Block 21b. is `Yes', enter retrofit effectivity information in Block 21c. If Block 21b. is not `Yes', enter "N/A" for Not Applicable in Block 21c.

Block 21d. Retrofit Delivery Schedule. If Block 21b. is `Yes', enter retrofit delivery schedule information in Block 21d. Retrofit delivery schedule information includes information such as planned retrofit kit delivery schedule or estimated retrofit installation schedule. If Block 21b. is not `Yes', enter "N/A" for Not Applicable in Block 21d.

Block 22a-b. Contract. Enter the name of the supplier organization, contract number and, as applicable, the contract line item for the affected item. If there is no applicable contract number and the acquiring activity provides another type of number, enter that number in Block 22b. If there is no applicable contract number and acquiring activity number, enter "N/A" for Not Applicable.

Block 23a-c. Contracting Officer. Enter the name, telephone number, and email of the acquiring activity's contracting officer or contracting officer's designated representative. If no contracting officer has been designated by the acquiring activity, enter the information for the individual or group who has been designated as the appropriate point of contact by the acquiring activity or enter "N/A" for Not Applicable.

Block 24a-e. Originator. Enter the name of the individual representing the supplier organization who is considered to be the originator of the ECP. Also include the ECP originator's address, CAGE Code, email, and telephone number.

Block 24f-h. Submitting Activity. Enter the submitting activity, signature, name, and title of the individual authorized to submit the proposed change.

Block 25a-d. Recommendations. Enter the name, title, signature, and date signed. This block is to be completed by the activity making a recommendation to the Configuration Approval Authority.

Block 26a-d. Disposition. Enter the name, title, signature, and date signed. This block is to be completed by the Configuration Approval Authority authorized to make the decision on the ECP.

Block 27a-c. Activity Accomplishing Revision and Date of Revision. Once a revision has been prepared, the activity accomplishing the new revision is to identify the applicable PAN (Block 3), revision indicator in the ECP Number block (Block 2), as well as enter the name, title, date of the revision, and signature.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

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ENGINEERING CHANGE PROPOSAL (ECP), PAGE 2 *(For use if Block 17 is functional or allocated.)*	2. ECP NUMBER:
	3. PAN:

EFFECTS ON FUNCTIONAL/ALLOCATED CONFIGURATION DOCUMENTATION

28. OTHER EXTERNAL SYSTEMS OR EXTERNAL CONFIGURATION ITEMS AFFECTED:	29. OTHER SUPPLIERS / ACTIVITIES AFFECTED:

30. CONFIGURATION ITEMS AFFECTED:

31. EFFECTS ON PERFORMANCE ALLOCATIONS AND INTERFACES IN SYSTEM SPECIFICATION:

32. EFFECTS ON STAFFING, INTEGRATED LOGISTICS SUPPORT, TRAINING, OPERATIONAL EFFECTIVENESS, OR SOFTWARE:

33. EFFECTS ON CONFIGURATION ITEM SPECIFICATIONS:

34. DEVELOPMENTAL REQUIREMENTS AND STATUS:

35. TRADE-OFFS AND ALTERNATIVE SOLUTIONS:

36. DATE BY WHICH CONTRACTUAL AUTHORITY IS NEEDED: *(DD-Mon-YYYY)*

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DISTRIBUTION STATEMENT:

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Instructions associated with Page 2, Effects on Functional/Allocated Configuration Documentation. The information contained in this form is necessary if an ECP affects a functional or allocated configuration baseline as indicated in Block 17 of DD Form 1692 (Page 1). This page should not be submitted without the accompanying information from Page 1. Blocks 28 through 36 are intended to cover areas specifically affected by changes to the functional or allocated baselines. Blocks 28 through 36 should not contain information related to product baseline changes. Therefore, if the functional or allocated baselines are not impacted, then enter "N/A" for Not Applicable in Blocks 28 through 36.

Block 28. Other External Systems or External Configuration Items Affected. Insert details of other systems affected when Block 15 of Page 1 indicates other external systems or external configuration items are affected and the functional or allocated baseline is impacted.

Block 29. Other Suppliers/Activities Affected. Identify the other Suppliers or Acquirer activities that are affected by this proposed change.

Block 30. Configuration Items Affected. Enter the names and numbers of all Configuration Items (CI), maintenance and operator training equipment, and support equipment affected.

Block 31. Effects on Performance Allocations and Interfaces in System Specification. Describe the changes in performance allocations and in the functional/physical interfaces defined in the system specification.

Block 32. Effects on Staffing, Integrated Logistics Support, Training, Operational Effectiveness, or Software.

Hardware: Describe the effects of the proposed change on employment, deployment, logistics, and/or personnel and training requirements which have been specified in the approved system and/or CI specifications, including any changes or effects on the operability of the system. In particular, there is to be an entry detailing any effect on interoperability.

Computer Software Configuration Items (CSCI): Enter the following information as applicable to the degree of design development of the CSCI at the time of ECP submission:

a. Identify any required changes to the database parameters or values, or to database management procedures,

b. Identify and explain any anticipated effects of the proposed change on acceptable computer operating time and cycle-time utilization,

c. Provide an estimate of the net effect on computer software storage, and

d. Identify and explain any other relevant impact of the proposed change on utilization of the system.

Block 33. Effects on Configuration Item Specifications. The effect(s) of the proposed change on performance are to be described in quantitative terms as it relates to the parameters contained in the CI development specifications. (See MIL-STD-961)

Block 34. Developmental Requirements and Status.

Hardware: When the proposed engineering change requires a major revision of the development program (e.g., new prototypes, additional design review activity, tests to be re-accomplished), the nature of the revised or modified development program is to be described in detail, including the status of programs already begun.

Computer Software Configuration Items (CSCI): Identify the scheduled sequence of computer software design and test activities, which are to be required. ECPs initiated after preliminary design that affect the Functional Baseline (FBL) and/or the Allocated Baseline (ABL) must identify, as appropriate, significant requirements for computer software redesign, recoding, repetition of testing, changes to the software engineering/test environments, special installation, adaptation, checkout, and live environment testing. In addition, the specific impact of these factors on approved schedules must be identified. The impact of the software change on the hardware design and input/output cabling are also to be detailed.

Block 35. Trade-Offs and Alternative Solutions. A summary of the various solutions considered and reasons for adopting the solution proposed by the ECP. When analysis addresses new concepts or new technology, supporting data may be presented with the proposal to authenticate the trade-off analysis.

Block 36. Date by Which Contractual Authority is Needed. Enter the date contractual authority is to be required in order to maintain the established schedule.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

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| **ENGINEERING CHANGE PROPOSAL (ECP), PAGE 3** *(This page for use as necessary)* | 2. ECP NUMBER: |
| | 3. PAN: |

EFFECTS ON ENGINEERING, SUPPORT, AND OTHER PRODUCT ATTRIBUTES

(X)	FACTOR	ENCL.	PAR.	(X)	FACTOR	ENCL.	PAR.
37. EFFECT ON SYSTEMS ENGINEERING DESIGN CONSIDERATIONS				**38. EFFECT ON INTEGRATED PRODUCT SUPPORT ELEMENTS**			
☐	a. Accessibility			☐	a. Product Support Management		
☐	b. Affordability			☐	b. Design Interface		
☐	c. Anti-Counterfeiting			☐	c. Sustaining Engineering		
☐	d. Commercial-Off-the-Shelf (COTS)			☐	d. Supply Support		
☐	e. Corrosion Prevention and Control			☐	e. Maintenance Planning & Mgmt		
☐	f. Critical Safety Item (CSI)			☐	f. Packaging, Handling, Storage, and Transportation (PHS&T)		
☐	g. Demilitarization & Disposal						
☐	h. Diminishing Manufacturing Sources & Material Shortages (DMSMS)			☐	g. Technical Data		
				☐	h. Support Equipment		
☐	i. Environment, Safety, and Occupational Health (ESOH)			☐	i. Training & Training Support		
				☐	j. Manpower & Personnel		
☐	j. Human Systems Integration (HSI)			☐	k. Facilities & Infrastructure		
☐	k. Insensitive Munitions			☐	l. Computer Resources		
☐	l. Intelligence			☐	m. Other:		
☐	m. Interoperability & Dependency						
☐	n. Item Unique Identification (IUID)			**39. EFFECT ON OTHER PRODUCT ATTRIBUTES**			
☐	o. Open Systems Architecture (OSA)						
☐	p. Operational Energy			☐	a. Performance		
☐	q. PHS&T			☐	b. Certifications		
☐	r. Reliability & Maintainability (R&M)			☐	c. Service Life		
☐	s. Spectrum Management			☐	d. Operating Procedures		
☐	t. Standardization			☐	e. Activation/Deployment Schedule		
☐	u. Survivability			☐	f. Other Equipment		
☐	v. System Security Engineering			☐	g. Warranty/Guarantee		
☐	w. Other:			☐	h. Other:		

40. ALTERNATE SOLUTIONS:

41. DEVELOPMENTAL STATUS:

42. RECOMMENDATIONS FOR RETROFIT:

43. WORK-HOURS PER UNIT TO INSTALL RETROFIT KITS				44. WORK-HOURS TO CONDUCT SYSTEM TESTS AFTER RETROFIT:
a. ORGANIZATION	b. INTERMEDIATE	c. DEPOT	d. OTHER	

45a. THIS CHANGE IS TO BE ACCOMPLISHED:

☐ BEFORE ☐ WITH ☐ AFTER THE FOLLOWING CHANGES

b. EXTERNAL CHANGES:

46. IS SUPPLIER FIELD SERVICE ENGINEERING REQUIRED?

☐ YES ☐ NO

47. OUT OF SERVICE TIME:

48. EFFECT OF THIS ECP & PREVIOUSLY APPROVED ECPS ON ITEM:

49. DATE ACQUIRER APPROVAL NEEDED FOR: *(DD-Mon-YYYY)*

a. PRODUCTION:

b. RETROFIT:

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DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692/3

Instructions associated with ECP Continuation page 3, Effects on Engineering, Support, and Other Product Attributes. Certain information required for these blocks may have been required in Blocks 1 through 36 or this information does not apply to the change being proposed. When this information has already been supplied, a cross-reference to such information is to be adequate.

Hardware: If any specific logistic interoperability factors are affected, provide information detailing the possible impact on the operational configuration on an attached page.

Compute Software Configuration Items (CSCI): The software engineering and test environments are usually not affected by changes in the product configuration of a CSCI. In Block 41, provide information about the status of the software redesign and retesting effort. There is also to be a review of the intent of Blocks 40, 44, 45, 46, and 48, to document CSCI impacts in these areas

Block 37. Effect on Systems Engineering Design Considerations. The effects related to the Systems Engineering Design Considerations on the approved Configuration Item (CI) is to be described by reference to the enclosure(s) which cover such proposed changes in detail (See Defense Acquisition Guidebook, Chapter subpart, "Design Considerations"). Provide the appropriate Enclosure and/or Paragraph references in the space provided.

Block 38. Effect on Integrated Product Support Elements. The effects related to the Integrated Product Support (IPS) Elements on the approved CI are to be described by reference to the enclosure(s) that cover such proposed changes in detail (See Integrated Product Support Element Guidebook). Provide the appropriate Enclosure and/or Paragraph references in the space provided.

Block 39. Effect on Other Product Attributes. The effects of the proposed engineering change on the following are to be identified on an enclosure indexed by appropriate identification adjacent to the factor affected:

a. Any new, modified, or additional system performance attributes or specifications.

b. Any modifications to system specific certifications (e.g., Airworthiness, Seaworthiness).

c. Any modifications to system service life expectations.

d. Any new or modified operating procedures.

e. Any changes, positive or negative to field activation or deployment plans.

f. Any affected Equipment, to include Government Furnished Equipment (GFE) or Government Furnished Data (GFD) changed, modified or made obsolete.

g. Any new or additional changes having an effect on existing warranties or guarantees.

Provide the appropriate Enclosure and/or Paragraph references in the space provided.

Block 40. Alternate Solutions. A summary of the various alternative solutions considered, including the use of revised operation or maintenance procedures, revised inspection or servicing requirements, and revised part replacement schedules is to be included. Provide an analysis of the alternatives, identify the advantages and disadvantages inherent in each feasible alternative approach, and show the reasons for adopting the alternative solution proposed by the ECP. When the Supplier's analysis addresses new concepts or new technology, supporting data (to include Logistics Support Analysis (LSA) if

contractually required) should be presented with the proposal to authenticate the trade-off analysis.

Block 41. Developmental Status. When applicable, make recommendations as to the additional tests, trials, installations, prototypes, fit checks, etc., which will be required to substantiate the proposed engineering change. These recommendations are included in the test objective and test vehicle(s) to be used. Indicate the development status of the major items of GFE that are to be used in conjunction with the change and the availability of the equipment in terms of the estimated production incorporation point.

Block 42. Recommendations for Retrofit. When applicable, provide recommendations for retrofitting the proposed change into previously accepted items with substantiating data, any impacts, and a brief description of the action required. Where retrofit is not recommended, an explanation of this determination is to be provided. Reference must be made to any enclosure required to state recommended retrofit effectivity (See Block 21a.).

Block 43a-d. Work-hours Per Unit to Install Retrofit Kits. Complete Blocks 43a. through 43d. Show the estimated amount of work-hours that are to be programmed for the removal and installation of equipment necessary to install the retrofit kits.

Block 44. Work-Hours to Conduct System Tests after Retrofit. Enter the work-hours required to test the system or the item following installation of the retrofit kit.

Block 45a-b. This change is to be Accomplished Before, With, or After the Following Changes. Where external change(s) must be incorporated in a specific sequence in relation to this proposed change, indicate the sequence that should be followed and identify the external change(s).

Block 46. Is Supplier Field Service Engineering Required? Check applicable box "Yes" or "No". If "Yes", attach the proposed requirements for Supplier participation to install and test retrofit kits.

Block 47. Out of Service Time. Estimate the total time period from removal of the equipment from operational service until equipment is to be returned to operational status after being retrofitted.

Block 48. Effect of this ECP and Previously Approved ECPs on Item. Summarize the cumulative effect of items such as performance, weight, electrical load, etc. of this proposed ECP and previously approved ECPs when these design limitations are being approached or exceeded.

Block 49a-b. Date Contractual Authority Needed. Provide a date by which approval is needed in order to maintain the established production and retrofit schedule(s) and provide concurrent IPS and logistics support item deliveries as specified in the proposed change.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

OMB NO. 0704-0188

ENGINEERING CHANGE PROPOSAL (ECP), PAGE 4 *(This page for use as necessary)*	2. ECP NUMBER: 3. PROCURING ACTIVITY NUMBER (PAN):

ESTIMATED NET TOTAL COST IMPACT

50. ESTIMATED NET TOTAL COST IMPACT *(Use parentheses for savings)*

FACTOR	COSTS/SAVINGS UNDER CONTRACT					Other Costs/ Savings to the Acquirer (f)
	Non-Recurring (a)	RECURRING			Total (e)	
		Unit (b)	Quantity (c)	Total *(Recurring)* (d)		
a. PRODUCTION COSTS / SAVINGS						
(1) CONFIGURATION ITEM / CSCI						
(2) FACTORY TEST EQUIPMENT						
(3) SPECIAL FACTORY TOOLING						
(4) SCRAP						
(5) ENGINEERING, ENGINEERING DATA REVISION						
(6) REVISION OF TEST PROCEDURES						
(7) QUALIFICATION OF NEW ITEMS						
(8) SUBTOTAL OF PROD COSTS/SAVINGS	$0.00			$0.00	$0.00	
b. RETROFIT COSTS						
(1) ENGINEERING DATA REVISION						
(2) PROTOTYPE TESTING						
(3) KIT PROOF TESTING						
(4) RETROFIT KITS FOR OPERATIONS SYSTEMS						
(5) PREP OF MWO / TCTO / SC / ALT / TD						
(6) SPECIAL TOOLING FOR RETROFIT						
(7) INSTALLATION - SUPPLIER PERSONNEL						
(8) INSTALLATION - ACQUIRER PERSONNEL						
(9) TESTING AFTER RETROFIT						
(10) MODIFICATION OF GFE/GFP						
(11) QUALIFICATION OF GFE/GFP						
(12) SUBTOTAL OF RETROFIT COSTS/SAVINGS	$0.00			$0.00	$0.00	
c. INTEGRATED PRODUCT SUPPORT COSTS						
(1) PRODUCT SUPPORT MANAGEMENT						
(2) DESIGN INTERFACE						
(3) SUSTAINING ENGINEERING						
(4) SUPPLY SUPPORT						
(5) MAINTENANCE PLANNING & MANAGEMENT						
(6) PACKAGING, HANDLING, STORAGE & TRANSPORTATION (PHS&T)						
(7) TECHNICAL DATA						
(8) SUPPORT EQUIPMENT						
(9) TRAINING & TRAINING SUPPORT						
(10) MANPOWER & PERSONNEL						
(11) FACILITIES & INFRASTRUCTURE						
(12) COMPUTER RESOURCES						
(13) OTHER						
(14) SUBTOTAL OF IPS COSTS/SAVINGS	$0.00			$0.00	$0.00	
d. OTHER COSTS / SAVINGS						
e. SUBTOTAL COSTS / SAVINGS	$0.00			$0.00	$0.00	
(1) SUBTOTAL UNDER CONTRACT						
f. COORDINATION OF CHANGES WITH OTHER SUPPLIERS						
g. COORDINATION CHANGES BY ACQUIRER						
h. ESTIMATED NET TOTAL COSTS/SAVINGS						$0.00

DD FORM 1692/4, MAY 2015   PREVIOUS EDITION IS OBSOLETE   Page 1 of 2

DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692/4

Instructions associated with Page 4, Estimated Net Total Cost Impact. Block 50 is intended as the summary of the estimated net total cost/savings impact of a single ECP. In Blocks 50a. through d., each cost factor associated with the ECP is to be considered as to whether such cost or portion thereof under the subject contract is recurring or nonrecurring. Enter cost savings in Columns (a) and (d) as applicable, using entries in the "unit" and "quantity" columns when appropriate. Savings are to be enclosed with parentheses. Other costs/savings to the acquiring activity resulting from approval of this ECP are to be entered in column (f) to the extent these costs can be determined by the supplier. This estimate of cost impact is used for planning purposes and for a cost reduction or Value Engineering Change Proposal (VECP) analysis as to the net saving that would result.

Block 50. Estimated Net Total Cost Impact.

Block 50a. Production Costs/Savings. Enter the estimate of costs/savings applicable to production of the Configuration Item (CI) resulting from incorporation of the change. Show redesign costs for the CI in Row (5) when the item is in production. Enter the subtotal of production costs (both nonrecurring and recurring) in in Column (e). Enter the projected life cycle costs/savings applicable to the planned production and spares buys of the item that are not yet on contract in Column (f) of Row (1).

Block 50b. Retrofit Costs. Enter the estimate of costs applicable to retrofit of the item, including installation and testing costs. When Acquirer personnel accomplish, or are involved in, the installation and/or testing activities, the estimated costs are to be entered in Column (f) on the affected lines. Show design costs of the retrofit kit and data revision costs strictly related to retrofit when the CI is in production; show all redesign and data revision costs when the item is not in production. Costs of modifications required to existing Government Furnished Equipment (GFE) and subsequent testing also are to be shown. Enter the subtotal of retrofit costs in Column (e). If some or all of the retrofit activities and costs are to be deferred and placed on contract at a future date, show that deferred portion of the cost applicable to each line of Block 50b. in Column (f).

Block 50c. Integrated Product Support Costs. Enter the estimated cost of the various elements of Integrated Product Support (IPS) applicable to the item covered by the ECP. In Row (14), enter the estimated costs based upon the period of time between initial installation/operation of the item (e.g., aircraft and tank) as modified by the ECP and Acquirer attainment of support capability. Such costs are to include costs estimates of Supplier recommended/provided spares and repair parts, special support equipment, training equipment and personnel training program. In Row (10), enter the estimated costs/savings for the contracted maintenance support for the remainder of existing maintenance contracts. Other IPS costs/savings associated with IPS elements for which appropriate titles do not appear in Block 50c. may be entered in place of a factor not used unless such costs are in Block 51 or in related ECPs. Enter the subtotal of IPS costs/savings in Column (e). Enter the operation and support portion of the life cycle cost/savings on the subtotal line in Column (f).

Block 50d. Other Costs/Savings. If there are other costs under the contract which do not fall under the production, retrofit or IPS headings, enter the total of such costs in Block 50d., Column (e). If there are other additional costs to the Acquirer which do not fall under the production, retrofit, or IPS headings or under Block 50g., "Coordination Changes by Acquirer", enter the total of such costs in Block 50d., Column (f).

Block 50e. Subtotal Costs/Savings. Enter the subtotals of Columns (a), (d), (e), and (f) on this line. The subtotal in Column (e) is to be the sum of Columns (a) and (d). This subtotal under the contract then is to be entered on the line so titled in Column (f).

Block 50f. Coordination of Changes with Other Suppliers. This term applies to interface changes to items other than GFE, and changes to GFE covered under 50b. If such coordination changes are covered by related ECPs and summarized in Block 51, the estimated costs thereof are not to be entered in Block 50f. However, if Block 51 is not required, or if costs of certain coordination changes are not tabulated on in Block 51, an estimate of such costs are to be entered in Block 50f., when available.

Block 50g. Coordination Changes by Acquirer. Enter in this block an estimate of the cost to the Acquirer of interface changes that are to be accomplished in delivered items (e.g., aircraft, ships, and facilities) to the extent such costs are not covered in Block 50b. or Block 51.

Block 50h. Estimated Net Total Costs/Savings. Enter the sum of all cost savings in Column (f).

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

OMB NO. 0704-0188

ENGINEERING CHANGE PROPOSAL (ECP), PAGE 5 *(This page for use as necessary)*	2. ECP NUMBER:
	3. PAN:

ESTIMATED COSTS/SAVINGS SUMMARY, RELATED ECPs

51. ESTIMATED COSTS / SAVINGS SUMMARY, RELATED ECPs *(Use parentheses for savings)*

	CAGE CODE (a)	ECP NUMBER (b)	COSTS/SAVINGS UNDER CONTRACTS (c)	OTHER COSTS/SAVINGS TO ACQUIRER (d)
a. PRODUCTION COSTS / SAVINGS *(Subtotal of Costs /Savings Elements from Page 4, 50a. applicable to aircraft, ship, tank, vehicle, missile or its subsystem)*				
(1) SUBTOTAL PRODUCTION COSTS / SAVINGS				
b. RETROFIT COSTS *(Applicable to aircraft, ship tank, vehicle, missile or its subsystem)*				
(1) SUBTOTAL RETROFIT COSTS				
c. INTEGRATED PRODUCT SUPPORT COSTS/SAVINGS REVISED REQUIREMENTS				
(1) ITEM RETROFIT (If not covered under "b") *(Applicable to aircraft, ship, tank, missile or its subsystem)*				
(2) IPS SUBTOTAL *(Applicable to aircraft, ship tank, mission or its subsystem)*				
(3) OPERATOR TRAINER *(Net total cost/savings from each ECP covering Operator trainer)*				
(4) MAINTENANCE TRAINER *(Net total cost/savings from each ECP covering maintenance trainer)*				
(5) OTHER TRAINING EQUIPMENT				
(6) SUPPORT EQUIPMENT *(Net total cost/savings from each ECP on support equipment)*				
(7) IPS PLANS				
(8) MAINTENANCE CONCEPT, PLANS, SYSTEM DOCUMENTS				
(9) INTERIM SUPPORT PLAN				

NEW REQUIREMENTS	CAGE CODE	NON-RECURRING COSTS	RECURRING COSTS			
			UNIT	QTY	TOTAL	
(10) PROVISIONING DOCUMENTATION						
(11) OPER TRNR/TRNG DEVICES/EQUIP						
(12) MANUALS/SPARES, REPAIR PARTS (For (11))						
(13) MAINTENANCE TRNR/TRNG DEVICES/ EQUIPMENT						
(14) MANUALS/SPARES, REPAIR PARTS (for (13))						
(15) SUPPORT EQUIPMENT						
(16) MANUALS (for (15))						
(17) PROVISIONING DOCUMENTATION (For (15))						
(18) REPAIR PARTS (for (15))						
(19) SUBTOTAL FOR IPS COSTS / SAVINGS (Sum of 51C (1) through (18))					$0.00	$0.00

d. OTHER COSTS / SAVINGS *(Total from Page 4, 50d., or related ECPs)*	CAGE CODE	ECP NUMBER		
(1) TOTAL OTHER COSTS / SAVINGS			$0.00	$0.00
(2) SUBTOTALS OF COLUMNS *(A + B + C + D)*			$0.00	$0.00
(3) SUBTOTAL UNDER CONTRACT				
e. ESTIMATED NET TOTAL COSTS / SAVINGS			$0.00	$0.00

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DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692/5

Instructions associated with Page 5, Estimated Costs/Savings Summary, Related ECPs. Block 51 is intended as the summary of the estimated net total cost impact of both the package of related ECPs and other associated new requirements that are needed to support the modified items. A few revised requirements for Integrated Product Support (IPS), such as IPS plans and maintenance concepts do not appear as headings in Block 50. When only a single ECP is involved, these additional costs for revision of IPS plans, etc. should be shown in Block 50 under the IPS heading, and Block 51 may be omitted.

Block 51a. Production Costs/Savings. Enter the ECP number in Column (b). Enter the production subtotals from Columns (e) and (f) of Block 50a. of each ECP applicable to weapons, aircraft, tanks, subsystems thereof, etc. in Columns (c) and (d) respectively. (NOTE: Total costs of ECPs on trainers, training equipment, and SE are entered in Block 51c.)

Block 51b. Retrofit costs. Retrofit costs may be charged by the Acquirer to production funds or maintenance funds or may be split between the two. The type of funds used depends upon the phase in the item's life cycle. If the practice of the Acquirer in this regard is known to the originator of Block 51, retrofit costs must be entered in, or split between. Blocks 51.b. and 51.c.1, as appropriate. If such practice is unknown, enter in Block 51.b the ECP number and the retrofit subtotals from the columns (e) and (f) of Block 50.b. for each applicable ECP.

Block 51c. Integrated Product Support Costs/Savings. Enter retrofit costs in Block 51c.1, if appropriate. Enter in Block 51c.2 the IPS subtotals from Columns (e) and (f) of Block 50.c of each ECP applicable to weapons, aircraft, tanks, subsystems thereof, etc. Enter costs of ECPs for IPS items in Blocks 51c.3, 4, 5 and 6. Enter costs of revision or preparation of IPS plans and LSA records for the CI or complete system in Block 51c.7. Enter in Block 51c.9 costs of revision of the interim support plan to the extent such costs have not already been covered under Block 51c. Enter in Blocks 51c.10 through 51c.18 the costs of all new requirements for IPS not covered by ECPs, such costs being broken down into nonrecurring and recurring costs, as appropriate, and totaled in Column (c).

Block 51d. Other Costs/Savings. Enter in Block 51d the sum of the "other costs" totals from Column (e) and (f) of Block 50d of each ECP applicable to weapons aircraft, tanks, subsystems thereof, etc. Enter the subtotals of Columns (c) and (d) on this line. The subtotal under contract(s) must then be entered on the line so titled in Column (d).

Block 51e. Estimated Net Total Costs/Savings. Enter the sum of the preceding two lines of Column (d).

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

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ENGINEERING CHANGE PROPOSAL (ECP) (HARDWARE), PAGE 6
(This page for use as necessary)

2. ECP NUMBER:

3. PROCURING ACTIVITY NO. (PAN):

52. CAGE CODE:	53. CONFIGURATION ITEM NOMENCLATURE:	54. TITLE OF CHANGE:

55. DATE AUTHORIZATION TO PROCEED RECEIVED BY SUPPLIER *(DD-Mon-YYYY)* —▷ △

⬦S⬦ START DELIVERY   ⬦C⬦ COMPLETE DELIVERY   △ PROGRESS POINT

Indicate start delivery with a symbol as shown above or "S", complete delivery with a symbol as shown above or "C," or progress point with a symbol as shown above or "P".

	NO. OF MONTHS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
a. CONFIGURATION ITEM	(1) Production																																				
	(2) Tech Manuals																																				
	(3) Retrofit																																				
	(4) MWO/TCTO/SC/ALT/TD																																				
	(5) Spares/Repair Parts																																				
	(6)																																				
b. SUPPORT EQUIPMENT	(1) Production																																				
	(2) Tech Manuals/Prog. Tapes																																				
	(3) Retrofit																																				
	(4) MWO/TCTO/SC/ALT/TD																																				
	(5) Repair Parts																																				
	(6)																																				
c. TRAINER	(1) Operator																																				
	(2) Maintenance																																				
	(3)																																				
	NO. OF MONTHS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36

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DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692/6

Instructions associated with Page 6. This form should be used to summarize the detailed events schedule of the proposed engineering change. If the ECP impacts both hardware and software, both Page 6 (Hardware) and Page 7 (Software) must be included, as appropriate.

Block 52. CAGE code. Enter the CAGE code for the activity originating the proposed change (Block 24e).

Block 53. Configuration Item Nomenclature. Enter the information from Block 13.

Block 54. Title of Change. Enter the information from Block 4.

Block 55. Milestone Chart. Enter the symbols (see legend on form), as appropriate for the activity, to show the time phasing of the various deliveries of items, support equipment, training equipment, and documentation incorporating the proposed change and related ECPs. Enter other symbols and notations to show the initiation or termination of significant actions. All dates based upon months after contractual approval of the basic ECPs.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

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ENGINEERING CHANGE PROPOSAL (ECP) (SOFTWARE), PAGE 7 *(This page for use as necessary)*	2. ECP NUMBER:
	3. PROCURING ACTIVITY NO. (PAN):

56. CAGE CODE:	57. CSCI NOMENCLATURE:	58. TITLE OF CHANGE:

59. DATE AUTHORIZATION TO PROCEED RECEIVED BY SUPPLIER *(DD-Mon-YYYY)* ▭▷ △	◇S◇ START DELIVERY	◇C◇ COMPLETE DELIVERY	△ PROGRESS POINT

Indicate start delivery with a symbol as shown above or "S", complete delivery with a symbol as shown above or "C," or progress point with a symbol as shown above or "P".

	NO. OF MONTHS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
a. CONFIGURATION ITEM	(1) Software Engineering																																				
	(2) Software Documentation																																				
	(3) Software Replication																																				
	(4) Software Distribution																																				
	(5)																																				
	(6)																																				
b. SUPPORT EQUIPMENT	(1) Software Engineering Environment Upgrade																																				
	(2) Software Test Environment Upgrade																																				
	(3)																																				
	(4)																																				
c. TRAINER	(1) Operator																																				
	(2) Maintenance																																				
	(3)																																				
	(4)																																				
	NO. OF MONTHS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36

DD FORM 1692/7, MAY 2015   PREVIOUS EDITION IS OBSOLETE   Page 1 of 2

DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTILIZING DD FORM 1692/7

Instructions associated with Page 7. This form should be used to summarize the detailed events schedule of the proposed engineering change. If the ECP impacts both hardware and software, both Page 6 (Hardware) and Page 7 (Software) must be included, as appropriate.

Block 56. CAGE Code. Enter the CAGE code for the activity originating the proposed change (Block 24e).

Block 57. CSCI Nomenclature. Enter the Computer Software Configuration Item (CSCI) name and identification number if applicable, or authorized name and number of the CI(s) affected by the proposed change (Block 13).

Block 58. Title of Change. Enter the information from Block 4.

Block 59. Milestone Chart. Enter the symbols (See legend on form.), as appropriate for the activity, to show the time phasing of the various deliveries of items, training equipment and documentation incorporating the basic and related ECPs. Enter other symbols and notations to show the initiation or termination of significant actions. All dates are based upon months after contractual approval of the basic ECP.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.

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| **ENGINEERING CHANGE PROPOSAL (ECP)** *(Continuation Page)* | 2. ECP NUMBER: |
| | 3. PROCURING ACTIVITY NO. (PAN): |

BLOCK(S) CONTINUED *(Specify by block number)*

16. DOCUMENTS AFFECTED *(continued)*			d. CURRENT REVISION	e. NOR NO.	f. REVISED DOCUMENT ATTACHED
a. CAGE	b. DOCUMENT NO.	c. NOMENCLATURE			

DD FORM 1692, (Continuation Page), MAY 2015   PREVIOUS EDITION IS OBSOLETE   Page 1 of 2

DISTRIBUTION STATEMENT:

INSTRUCTIONS FOR PREPARATION OF
ENGINEERING CHANGE PROPOSALS UTIZING DD FORM 1692 CONTINUATION PAGE

Instructions associated with Engineering Change Proposal Continuation Page. Use of the Continuation Page should be limited to instances when there is inadequate space provided on the parent Engineering Change Proposal, DD Form 1692. If the format or space provided in the Continuation Page is insufficient, the submitter may instead attach the necessary information to the ECP form.

Distribution Statement. Use this block to insert the appropriate Distribution Statement and/or Export Control Warning for this form in accordance with Block 9 of the applicable DD Form 1423, "Contract Data Requirements List" which this document is being delivered against and/or DODI 5230.24, Distribution Statements on Technical Documents.