

RFP - N° de la DP  
W8476-112965/B

Amendement No. - N° de la modif.

Buyer ID - Id de l'acheteur  
004RA

Client Reference No. - N° de réf. du client  
W8476-112965

File No. - N° du dossier  
004RA W8476-112965

Volume 3

**REQUEST FOR PROPOSAL  
FOR  
INTEGRATED SOLDIER SYSTEM PROJECT (ISSP)  
IMPLEMENTATION**

**VOLUME 3**

**RESULTING CONTRACT  
FOR THE  
INTEGRATED SOLDIER SYSTEM  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)**

**“THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT”**

(See article 3.0 to volume 3)

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  - Appendix 1 Contract Data Requirements List (CDRL);
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## **PART 8 - RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract for the Integrated Soldier System Optimized Weapon System Support (ISS-OWSS), resulting from the bid solicitation.

### **1. Requirement**

#### **1.1. Statement of work**

1.1.1. The Contractor must supply to the Department of National Defence, Optimized Weapon System Support (OWSS) for the Canadian Integrated Soldier System (ISS) in accordance with the terms and conditions of the Contract. The OWSS Contract (ISS-OWSS) has two main components namely, ISS In-Service Support and ISS Improvement Activities.

1.1.2. With the ISS In-Service Support, the Contractor must provide: Program Management, Technical Investigations and Engineering Support, Reconstitution, In Plant Repair, Configuration Management, Technical Data Management, management of a Electronic Information Environment, training, storage of spare ISS systems and spares provisioning.

1.1.3. With the ISS Improvement Activities, the Contractor must provide: Engineering Services for DND initiated Improvement Activities consisting of incremental design and implementation of improvements to the initial ISS configuration, on an if, as, and when requested basis.

1.1.4. Without limiting any of its other obligations under this Contract, the Contractor must:

- a. Perform the Work in accordance with Module C of the contract.
- b. Provide the Industrial and Regional Benefits in accordance with the commitments set out in Module B of the contract.

1.1.5. The Contractor agrees to accept and be bound by Canada's interpretation of the meaning of the specifications.

### **1.2. Work Authorization (WA)**

#### **1.2.1. WA Instruments**

This Contract contains the requirement for the Department of National Defence (DND) to authorize the Contractor to perform work on an if, as, and when requested basis using the terms and conditions of the contract. DND will issue different types of work authorizations such as Selection Notice and Priority Summary (SNAPS), Repair Material Request (RMR), DND626 Task Authorization and Spare Parts Order (SPO) to authorize the work to be performed.

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## 1.2.2. Approval limitation of WAs:

### 1.2.2.1. SNAPS & RMR Limit:

DND has full authority to assign Repair work (SNAPS & RMR) to the Contractor. The approval of work by DND will be in accordance with the relevant section of A-LM-184-001/JS-001 Special instructions for Repair and Overhaul Contractors.

### 1.2.2.2. Spare Parts Orders (SPO) Limit:

DND is not authorized to issue SPO. PWGSC shall approve all SPOs.

### 1.2.2.3. Task Authorization Limit:

DND may authorize individual Task Authorization up to a limit of \$125,000.00 CAN, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions. Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance. Furthermore, the Contracting Authority shall approve any Task Authorizations where the cost estimate for material is in excess of \$25,000.00 CAN Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

## 1.2.3. Task Authorization & SPO authorization process:

The process to be followed in the issuance of Task Authorization & SPO is as follows:

- i. The Technical Authority prepares a Statement of Work (SOW) describing the work;
- ii. The DND Requisitioning Authority verifies that the work required is within the scope of the Contract;
- iii. The DND Requisitioning Authority submits the SOW to the Contractor and requests a Task Proposal;
- iv. The Contractor must, within fifteen (15) working days upon receipt of the proposed work, provide a proposal and/or notify the DND Requisitioning Authority of the status of the proposal for the proposed work. Should the fifteen (15) working days period not be sufficient the Contractor must submit the proposal within a time period that is mutually acceptable to DND Procurement Authority and the Contractor.
- v. The Contractor reviews, or prepares and submits in writing a proposed SOW, as may be required, which defines the scope of the work, starting and completion dates, phased deliveries of work packages and deliverables and the level of effort (LOE) to complete the work, including details of the labour categories to the DND Requisitioning Authority, using the financial tools available in the Contract. Furthermore the Contractor must, when applicable, provide the impact of that

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- work on the entire project in term of scope, schedule, costs and IRB Commitments. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the WA;
- vi. The DND Requisitioning Authority reviews the LOE quote, negotiate with the Contractor and insert in the WA form the appropriate “Price and terms of payment” as per contract articles 6.1.3 and 6.2.2.
  - vii. The DND Requisitioning Authority reviews the LOE quote with the Technical Authority and seeks approval to proceed;
  - viii. If the LOE quote is within the DND work approval ceiling, the DND Requisitioning Authority signs the WA form and forwards copies to the Contractor and the PWGSC Contracting officer;
  - ix. If the quote exceeds DND Requisitioning Authority 's work approval ceiling, the WA form will be passed to the PWGSC Contracting officer for review and approval/signature prior to DND releasing it to the Contractor;
  - x. Amendments to the WA form require completion of a WA amendment form. The DND Requisitioning Authority approves WA where the amended value is within the threshold established in the Contract article 1.2.2. Any amendment that exceeds the threshold must be passed to the PWGSC Contracting officer for review and approval/signature before the DND Requisitioning Authority releases it to the Contractor.
  - xi. The Contractor must not begin work before receiving the approved WA form.

#### 1.2.4. Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Requisitioning Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

### 1.3. Type of Services description

The requirement includes but is not limited to the following type of Services:

#### 1.3.1. In Plant Repair

1.3.1.1. The Contractor shall repair only those items for which he has received authorization. The Contractor shall also conform to the direction contained in A-LM-184-001/JS-001 as applicable and such other Supply procedures as may be advised from time to time in the demanding, handling, packaging, shipping and recording, etc of the DND equipment and stores in his possession. Repair priorities will be maintained as per information provided in the Selection Notice and Priority Summary (SNAPS, to be issued after Contract award).

1.3.1.2. In Plant Repair covers the isolation and correction of those specific defects that degrade the performance of a Hardware causing it to function below the required Canadian Force standard or specification. The correction(s) may consist of: the restoration or Replacement of parts or components of materiel as necessitated by the wear and tear, damage, failure of parts or the like in order to maintain the specific Hardware in efficient operating condition and; the incorporation of approved Modifications. It may involve the activities of inspection, testing, servicing, calibration, and classification as to serviceability, repair and rebuilding.

### 1.3.1.3. Definitions

"Hardware" means all the equipment, materials, matters and things to be provided, maintained, and supported, as applicable, by the Contractor under the Contract (including cables and other ancillary items). The term "Hardware" includes Firmware, if any, but does not include software or services. Unless the context requires otherwise, the term "Hardware" includes any Leased Hardware. Also, unless the context requires otherwise, each time the term "Hardware" is used, it will be read as also applying to each ISS Suite;

"Firmware" means any computer programs stored in integrated circuits, read-only memory, or other similar devices within the Hardware;

"Modifications" means the following:

- i. Modifications of the hardware, which is specifically initiated by the Contractor or incorporation of optional contractor's service bulletins, to which DND agrees.
- ii. "Involuntary" modifications, although they may require DND's knowledge and approval, are not considered "Engineering Change". Rather they shall be coded as a repair. Examples:
  - (1) replacing a part which is no longer produced, with the Contractor's new substitute part; or
  - (2) incorporation of compulsory service bulletins; or
  - (3) updating an early configuration to the Contractor's current baseline standard.

"Replacement"/"replacing" mean the replacement of parts or components of materiel by new identical parts or components of materiel (identical products) or, by a substitution or alternative, or by new products that are an extension of an existing product line. For more information, read the Contract article 24. The words "Replacement"/"replacing" are in the context of parts or components of materiel coming for repair that are irreparable and require to be replaced, and not in the context of a systematic replacement of parts or components of materiel in good operating condition.

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#### 1.3.1.4. Repair Material Request (RMR)

Repairables that are received and not specifically identified in the Selection Notice and Priority Summary shall be repaired under the contract. The Contractor shall not begin servicing any item under this category until he has submitted an estimate for the repair work and received authorization from the Requisitioning Authority to proceed. The Contractor is to advise the Requisitioning Authority by written message of this occurrence and then hold the materiel pending disposition instructions. The message to the Requisitioning Authority should contain the NSN, the cost of repairs, the replacement cost and any other pertinent information.

#### 1.3.1.5. Replacement Parts

It is the responsibility of the Contractor to supply all parts and components necessary to satisfy the services required by Canada. Replacement parts and subassemblies provided by the Contractor must be of new or like-new quality and equivalent in function to original equipment parts. Replaced parts shall become the property of the Contractor with the exception of any media or electronic component that contains Canada's confidential information. This information is to be erased in conjunction with, and with the permission of Canada.

#### 1.3.2. Software Maintenance

The Contractor must provide, on an if, as, and when requested basis by Canada using a Task Authorization, Software Maintenance which covers the provision of Software Maintenance Release, which is specifically initiated by the Contractor, to which DND agrees. "Maintenance Releases" means all available enhancements, extensions, improvements, upgrades, updates, releases, versions, renames, rewrites, cross-grades, components and back grades or other modifications to the Licensed Software developed or published by the Contractor or its licensor on their own initiative.

#### 1.3.3. Provisioning of spares

The Contractor must provide, on an if, as, and when requested basis by Canada using a Spare Parts Orders (SPO), all parts and components ordered by Canada at a delivery point specified in the SPO.

#### 1.3.4. ISS Improvement Activities:

1.3.4.1. The Contractor must provide, on an if, as, and when requested basis by Canada using a Task Authorization, design Modifications analysis and Engineering Change Proposal (ECP) to equipment or system which DND specifically request.

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1.3.4.2. The Contractor must perform, on an if, as, and when requested basis by Canada modifications of the equipment or system which DND specifically requests.

1.3.4.3. The improvement activities will allow to adapt to changes to the operational environment and deployment and for improvement and refinement based on user's lessons learned in operation.

## 1.4. Optional Goods and/or Services:

The Contractor grants to Canada the irrevocable option, upon the terms and conditions of this Contract, to purchase spares at the price set out in the “Spares catalogue” (SOW para. 4.2.2). This option may be exercised at any time during the Contract Period, as many times as Canada chooses. This option may only be exercised by the Contracting Authority through contract amendments.

## 2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>) issued by Public Works and Government Services Canada.

### 2.1. General Conditions

2.1.1 2030 2011-05-16, General Conditions - Higher Complexity - Goods, apply to and form part of the Contract;

2.1.2. Warranty - Contractor responsible for all costs

Section 22 entitled Warranty of general conditions 2030 is amended by deleting subsections 3 and 4 in its entirety and replacing it with the following:

*“3. The Work or any part of the Work found to be defective or non-conforming will be returned to the Contractor's plant for replacement, repair or making good. However, when in the opinion of Canada it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.*

*4. The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to subsection 3. The Contractor must also pay the transportation cost associated with forwarding the replacement or*

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*returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location directed by Canada.*

*All other provisions of the warranty section remain in effect.”*

## **2.2. Supplemental General Conditions**

### **2.2.1. 4002:**

2.2.1.1. 4002 2010-08-16, Software Development or Modification Services, apply to and form part of the Contract.

2.2.1.2. Subsection 8 3 of 4002, Software Development or Modification Services, is amended as follows:

DELETE "thirty (30)"  
INSERT "ninety (90)"

DELETE "Canada, at its option and expense, either:  
(a) deliver the source code for that software to Canada; or"  
INSERT "Canada, at its expense:"

### **2.2.2. 4003:**

2.2.2.1. 4003 2010-08-16, Licensed Software, apply to and form part of the Contract.

2.2.2.2. Section 12 of 4003, Licensed Software, is amended as follows:

DELETE in its entirety: 12 3 (b);

2.2.2.3. Sections 14 and 15 of 4003, Licensed Software, are amended as follows:

DELETE “ninety (90) days”;  
INSERT “one (1) year”;

2.2.3. 4006 2010-08-16, Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

## **3. Security Requirement for Canadian supplier**

3.1. The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of **SECRET**, with approved Document

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Safeguarding at the **SECRET** level, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC) as well as Communications-Electronic Security (COMSEC) account at the level of **SECRET**, issued by Information Technology Services Branch (ITSB), PWGSC.

3.2. The Contractor personnel requiring access to **PROTECTED/CLASSIFIED (NON-RESTRICTED)** information, assets or sensitive work site(s) must each hold a valid personnel security screening at the level of **SECRET**, granted or approved by the CISD, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT HAVE ACCESS** to **PROTECTED/CLASSIFIED** information or assets, and **MAY NOT ENTER** sites where such information or assets are kept, without an escort.

3.3. The Contractor personnel requiring access to **PROTECTED/CLASSIFIED (RESTRICTED)** information, assets or sensitive work site(s) **must be a citizen of Canada or the United States and EACH** hold a valid personnel security screening at the level of **SECRET**, granted or approved by the CISD, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT HAVE ACCESS** to **PROTECTED/CLASSIFIED** information or assets, and **MAY NOT ENTER** sites where such information or assets are kept, without an escort.

3.4. The Contractor personnel requiring access to **NATO UNCLASSIFIED** information or assets do not require to hold a personnel security clearance; however, the Contractor must ensure that the NATO Unclassified information is not releasable to third parties and that the "need to know" principle is applied to personnel accessing this information.

3.5. The Contractor personnel requiring access to **FOREIGN PROTECTED/CLASSIFIED** information, assets or sensitive work site(s) must **EACH** hold a valid personnel security screening at the level of **SECRET**, granted or approved by the CISD, PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT HAVE ACCESS** to **FOREING PROTECTED/CLASSIFIED** information or assets, and **MAY NOT ENTER** sites where such information or assets are kept, without an escort.

3.6. The Contractor personnel requiring access to **COMSEC** information/assets **must be a Canadian citizen**, hold a valid security clearance commensurate with the information/assets that will be accessed, have a need-to-know and have undergone a **COMSEC** briefing and signed a **COMSEC** Briefing certificate. Access by foreign nationals or resident aliens must be approved by the Head IT Security Client Services at CSEC on a case-by-case basis.

3.7. Processing of **PROTECTED/CLASSIFIED** information electronically at the Contractor site is **NOT** permitted under this Contract.

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3.8. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.

3.9. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex AC;
- (b) *Industrial Security Manual* (Latest Edition).

**NOTE:** Keying material and associated devices bearing (or intended to bear) the caveat, "CRYPTO", are subject to special safeguards at all times, whether: in bulk storage; in custody at user locations; in current use; or awaiting destruction. Keying Material must be stored in a locked, approved security container, in an area protected by security guards or by an intrusion- detection system when left unattended by COMSEC account personnel or authorized users.

#### **4. Term of Contract**

##### **4.1. Period of the Contract**

4.1.1. The period of the Contract is from the date of the Contract appearing on page 1 of this Contract to Contract Starting Date, plus 5 years. The Contract Starting Date is \_\_\_\_ (Date) \_\_\_\_ (*NOTE: Canada to insert the Contract Starting Date.*). The Contract Starting Date is the same as the date of the ISS-A contract amendment (Contract number W8476-112965/001/RA) exercising the option to proceed with the ISS-A Contract Phase B. The services under the Contract will not be provided before the Contract Starting Date. In the Contract, a "year" is then a period from Contract Starting Date Anniversary to next Contract Starting Date Anniversary minus 1 day.

4.1.2. Reserved

##### **4.2. Option to Extend the Contract**

4.2.1. The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional 2 year periods, one period at a time, under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

4.2.2. Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

##### **4.3. Working Days:**

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A working day is a day when work is normally done as distinguished from Saturdays, Sundays and legal holidays in Canada. The working day normal business hours are 7.5 hrs a day, exclusive of meal breaks, occurring between 0700 and 1800 hrs from Monday to Friday.

#### **4.4. Urgent Requirements - Accelerated Delivery**

In the event of an urgent requirement, the Contractor will be contacted directly by the PWGSC CA or the DND TA or the DND RA to request accelerated delivery. The Contractor agrees to make every effort to accelerate the delivery for the Work required on an urgent basis at no additional cost to Canada.

### **5. Authorities**

#### **5.1. Contracting Authority**

The Contracting Authority for the Contract is:

Mr. Bernard Juteau  
Supply Team Leader  
Public Works and Government Services Canada  
Acquisitions Branch  
Land Projects & Communication System Support Division  
8C2 Place du Portage, Phase III  
11 Laurier Street  
Gatineau, Québec  
K1A 0S5

Telephone: (819) 956-0532  
Facsimile: (819) 956-0636  
E-mail address: [bernard.juteau@pwgsc.gc.ca](mailto:bernard.juteau@pwgsc.gc.ca)

The Contracting Authority (CA) is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

#### **5.2. Requisitioning Authority or Procurement Authority**

The Requisitioning Authority, also called Procurement Authority, for the Contract is:

“

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The Requisitioning Authority (RA) is responsible for the financial and administrative control of the DND project management for the contract. The terms PA and RA are interchangeable.

### **5.3. Project Manager and Technical Authority**

The Project Manager and Technical Authority for the Contract is:

“

“

The Project Manager is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Manager; however, the Project Manager has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **5.4. Quality Assurance Authority**

The Quality Assurance Authority for the Contract is:

“

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”

The Quality Assurance Authority is responsible for quality control of all work received under this Contract.

### 5.5. Industrial and Regional Benefits (IRB) Authority

The Industrial and Regional Benefits (IRB) Authority for the Contract is:

“

”

The IRB Authority is the person designated by the Minister of Industry to act on the Minister's behalf. The IRB Authority is responsible for evaluating, monitoring and accepting IRBs, and for assessing the Contractor's IRB performance under this Contract.

### 5.6. Contractor's Representative(s)

The Contractor has appointed Mr./Mrs            (Name, Phone & Fax numbers, Internet address) *(NOTE: Bidders to insert as many representatives as required such as Project Manager, Contract Manager, Systems Engineering Manager, ILS Manager, Financial Manager, Etc...)* as the only point of contact(s) for all enquiries or issues raised by the Consignees or the Contracting Authority during the execution of the work.

## 6. Payment

### 6.1. Basis of Payment

#### 6.1.1. Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a Firm Price in accordance with the Basis of Payment in Annex AB, for all items identified with the Basis of Payment (BP) code “FP” (See Basis of Payment in

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Annex AB, column entitled "BP Code") for a cost of \$\_\_\_\_\_ (*NOTE: Canada to insert the amount at contract award*). Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

For the firm price portion of the Work only, Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

#### 6.1.2. Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex AB for all items identified with the Basis of Payment (BP) code LE (See Basis of Payment in Annex AB, column entitled "BP Code") to a limitation of expenditure of \$\_\_\_\_\_ (*NOTE: Canada to insert the amount at contract award*). Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

#### 6.1.3. Basis of Payment for Task Authorizations and SPOs

The Contractor may submit a "**Firm Price**", a "**Ceiling Price**" or a "**Limitation of Expenditure**" quote to the DND Requisitioning Authority. The Contractor shall be paid in accordance with the Annex AB Basis of payment of this contract. For each of the above cases, the following clauses must be completed and added to the work authorization form.

##### 6.1.3.1. For a "**Firm Price**" quote:

SACC Manual clause C0207C 2011-05-16, Basis of Payment - Firm Price or Firm Lot Price; and  
SACC Manual clause C6000C 2011-05-16, Limitation of Price;

##### 6.1.3.2. For a "**Ceiling Price**" quote:

SACC Manual clause C1200C 2008-05-12, Basis of Payment - Ceiling Price; and  
SACC Manual clause C6000C 2011-05-16, Limitation of Price;

##### 6.1.3.3. For a "**Limitation of Expenditure**" quote:

SACC Manual clause C0206C 2011-05-16, Basis of Payment - Limitation of Expenditure; and  
SACC Manual clause C6001C 2011-05-16, Limitation of Expenditure;

## 6.2 Method of Payment

### 6.2.1. Method of Payment - Progress Payments (Without holdback)

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6.2.1.1. Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work, if:

(a) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

(b) the amount claimed is in accordance with the basis of payment;

(c) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

6.2.1.2. Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

## 6.2.2. Method of Payment for Task Authorizations and SPOs

The Contractor may submit a "**Firm Price**", a "**Ceiling Price**" or a "**Limitation of Expenditure**" quote to the DND Requisitioning Authority. The Contractor shall be paid in accordance with the Annex AB Basis of payment of this contract. For each of the above cases, the following clauses must be completed, when applicable, and added to the work authorization form.

6.2.2.1. For a "**Firm Price**" quote, some of the following clauses may apply:

SACC Manual clause H1000C 2008-05-12, Single Payment;

OR

SACC Manual clause H1001C 2008-05-12, Multiple payments;

OR

SACC Manual clause H3010C 2010-01-11, Milestone Payments; and

SACC Manual clause H4012C 2010-01-11, Schedule of Milestones;

6.2.2.2. For a "**Ceiling Price**" or a "**Limitation of Expenditure**" quote, some of the following clauses may apply:

SACC Manual clause H1000C 2008-05-12, Single Payment;

OR

SACC Manual clause H1003C 2010-01-11, Progress Payments; (with no options, delete paragraphs 1. (c) and 2., 0% holdback)

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### **6.3. Exchange Rate**

#### **6.3.1. Exchange Rate/Progress Claim**

6.3.1.1. The price in Canadian currency includes the foreign currency component in respect of goods, services or both originating outside Canada, as detailed in Appendix 1 Claim for Exchange Rate Adjustments to Annex “AB” Basis of Payment.

6.3.1.2. The price must be adjusted either upwards or downwards to reflect the actual costs incurred associated with the actual foreign currency exchange rate obtained by the Contractor when remitting payment to a foreign-based supplier or subcontractor for the goods, services or both.

6.3.1.3. On each claim for progress payment submitted under the Contract, the Contractor must indicate the foreign value or exchange rate adjustment amount (either upward, downward or no change) as a separate item. The Contractor must provide appropriate documentation showing evidence of payment to a foreign-based subcontractor or supplier for the goods, services or both included in the claimed amount.

6.3.1.4. Canada will have the right to audit any revision to costs and prices under this clause.

#### **6.3.2. Exchange Rate/Milestone payment**

6.3.2.1. The price in Canadian currency includes the foreign currency component in respect of goods, services or both originating outside Canada, as detailed in Appendix 1 Claim for Exchange Rate Adjustments to Annex “AB” Basis of Payment. In the event that one or more of the milestones involve a foreign currency component that becomes due and payable on that particular milestone, a separate form PWGSC- TPSGC 9411 must accompany the invoice for each applicable milestone.

6.3.2.2. When a milestone payable includes the importation of goods, services or both into Canada, the exchange rate used to calculate the adjustment will be the rate applied by Canada Border Services Agency (CBSA) on the date of importation. For a milestone that does not involve the importation of goods, services or both, but still includes a foreign currency component, the exchange rate used to calculate the adjustment will be the Bank of Canada exchange rate in effect at noon, on the date when the milestone became due and payable.

6.3.2.3. No price adjustment directly resulting from the application of the provisions contained in this clause will be applied for increases or decreases in the exchange rate within a variation of: plus or minus 2 percent of the exchange rate(s) mentioned above; or plus or minus \$100 of the total cumulative amount claimed for exchange rate adjustment under the Contract.

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6.3.2.4. On each invoice or claim for milestone payment submitted under the Contract, the Contractor must indicate the exchange rate adjustment amount (either upward, downward or no change) as a separate item. In the event of delivery, the invoice or claim for milestone payment must be accompanied by a copy of CBSA form B3-3, Canada Customs Coding Form. When the goods, services or both have not been imported, the Contractor must provide evidence, satisfactory to Canada, that the amount claimed is due and payable in foreign currency by the Contractor.

6.3.2.5. Canada will have the right to audit any revision to costs and prices under this clause.

#### **6.4. Limitation of Expenditure**

6.4.1. Canada's total liability to the Contractor under the Contract must not exceed \$\_\_\_\_\_ (*NOTE: Canada to insert the amount at contract award*). Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

6.4.2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) When it is 75 percent committed, or
- (b) Four (4) months before the contract expiry date, or
- (c) As soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

6.4.3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.4.4. Funding by fiscal year

Despite the Total Estimated Cost (Limitation of Expenditure) specified in the Contract, and unless otherwise authorized in writing by the Contracting Authority, the maximum amount which may be paid for work completed in the period ending Contract anniversary minus 1 day of the year specified is as follows:

Contract year 1: \$\_\_\_\_\_ (*NOTE: Canada to insert the amount at contract award*).

Contract year 2: \$\_\_\_\_\_ (*NOTE: Canada to insert the amount at contract award*).

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Contract year 3: \$ \_\_\_\_\_ (NOTE: Canada to insert the amount at contract award).

Contract year 4: \$ \_\_\_\_\_ (NOTE: Canada to insert the amount at contract award).

Contract year 5: \$ \_\_\_\_\_ (NOTE: Canada to insert the amount at contract award).

## 6.5. SACC Manual Clauses:

### 6.5.1. General:

SACC Manual clause B9031C 2011-05-16, Canada's Obligation – Portion of the Work – Task Authorizations;

SACC Manual clause A9117C 2007-11-30, T1204 - Direct Request by Customer Department;

SACC Manual clause H4500C 2010-01-11, Lien - Section 427 of the Bank Act (Canadian-based suppliers);

### 6.5.2. Duty and tax:

Foreign-based contractor:

SACC Manual clause C2608C 2010-08-16, Canadian Customs Documentation;  
AND

SACC Manual clause C2610C 2007-11-30, Customs Duties - DND - Importer;  
AND

SACC Manual clause C2000C 2007-11-30, Taxes - Foreign-based Contractor;  
AND

SACC Manual clause C2605C 2008-05-12, Canadian Customs Duties and Sales Tax - Foreign-based Contractor; AND

SACC Manual clause C2604C 2010-01-11, Customs Duties, Excise Taxes and GST/HST - Non-resident

### 6.5.3. Cost Submission:

SACC Manual clause C0305C 2008-05-12, Cost Submission;

SACC Manual clause C0307C 2008-05-12, Cost Submission (For R&O);

### 6.5.4. Audit:

SACC Manual clause C0705C 2010-01-11, Discretionary Audit;

### 6.5.5. Time Verification:

SACC Manual clause C0710C 2007-11-30, Time and Contract Price Verification;

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## 6.6. Economic Price Adjustment

The prices applicable for a coming year will be calculated during the last month of the preceding year for which the Contract had firm prices and will be the firm prices from that preceding year adjusted on account of fluctuations in the Canadian economy over the most recent consecutive 12 months period for which economic indicators are available. The adjusted Price(s) for the coming year shall remain fixed for that period except for the condition at paragraph 6.6.6. In the Contract, a "year" is a period from Contract Starting Date Anniversary to next Contract Starting Date Anniversary minus 1 day. Economic price adjustments will be done as per the following.

### 6.6.1. Firm Hourly Rates (FHR):

The economic indicator that must be used to account for the actual fluctuations in the economy is the Canadian Consumer Price Index (CPI). For purposes of this article, the most recent Statistics Canada monthly Catalogue "62-001-X" CPI will be used. The relevant CPI shall be from the Statistical Tables, Table 1, namely "The Consumer Price Index, major components and special aggregates, Canada, not seasonally adjusted". The CPI for "All Items (2002=100)" shall be used under column "Percentage change (month z) 201y from (month z) 201x". The indexation is calculated as follows:

- a) Percentage change = "the CPI Percentage change (month z) 201y from (month z) 201x" + 1%;
- b) FHR(s) applicable for the coming 12-month period = The FHR(s) for the preceding 12-month period of the contract multiplied by '(1+ "Percentage change")';
- c) FHR(s) applicable for the coming 12-month period will be rounded up to 2 decimals (Example: \$2.571 or \$2.579 will be rounded up to \$2.58);

### 6.6.2. Firm Price, Firm Unit Price(s) or Firm Lot Price(s):

The prices for a coming year shall not exceed the lesser of:

- a) Price indexation:  
The economic indicator that must be used to account for the actual fluctuations in the economy is the Canadian Consumer Price Index (CPI). For purposes of this article, the most recent Statistics Canada monthly Catalogue "62-001-X" CPI will be used. The relevant CPI shall be from the Statistical Tables, Table 1, namely "The Consumer Price Index, major components and special aggregates, Canada, not seasonally adjusted". The CPI for "All Items (2002=100)" shall be used under column "Percentage change (month z) 201y from (month z) 201x". The indexation is calculated as follows:
  - i) Percentage change = "the CPI Percentage change (month z) 201y from (month z) 201x";

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- ii) Firm Price (s) (FP) applicable for the coming 12-month period = The FP(s) for the preceding 12-month period of the contract multiplied by '(1+ "Percentage change")'; or
- iii) FP(s) applicable for the coming 12-month period will be rounded up to 2 decimals (Example: \$2.571 or \$2.579 will be rounded up to \$2.58);

or

b) the Contractor current Commercial Published Price List (CPPL), less discount (s) for the year in question;

### 6.6.3. Mark-ups:

There will be no adjustments made to the firm mark-ups contained in the Annex AB Basis of payment.

6.6.4. If the CPI referred to in articles 6.6.1 and 6.6.2 is discontinued, or if the basis for reporting the index is changed from that in existence on or after the award date of the Contract, the Minister shall immediately thereafter establish replacement indices, or formulate adjustments, consistent with the intent of those set forth in these articles.

6.6.5. Should the Contractor publish or publicly announce a price decrease, or has discount on quantities, it shall provide the benefit of the decrease to Canada.

### 6.7. Price negotiation:

Under some circumstances, firm prices may not be readily available or items may be added in the Contract basis of payment on an on going basis for the purchase of some Goods and Services. A review of the Contractor proposed pricing will be required by Canada. Detailed supporting data may be requested to validate the prices and other charges proposed. Cost and profit negotiations with the Contractor will be in accordance with Canadian Government policy.

### 6.8. Definitions of "Actual Cost":

6.8.1. For Contractor Manufactured Parts, "actual cost" is the Direct Material, Material Handling, Direct Manufacturing Labour and Direct Manufacturing Labour Overhead, calculated in accordance with Contract Cost Principle 1031-2; Exclusive of G&A and Profit.

6.8.2. For Contractor Acquired Parts, "actual cost" is the laid down cost incurred by the supplier to acquire a specific product for resale to Canada. This includes the invoiced Cost (less trade discounts) plus Freight In, Customs and Duties; Exclusive of G&A, O/H(s), Handling and Profit.

### 6.9. Work in process:

The prices of the work executed after Contract expiry date will be calculated in accordance with articles 6.6 and 6.7 of the contract.

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## 7. Inspection, Shipping, Delivery and Acceptance

### 7.1. Shipping instructions

SACC Manual clause D0035C 2010-01-11, Shipping Instructions (DND) - Foreign-based Contractors (*NOTE: Canada to complete before contract award*);

OR

SACC Manual clause D0037C 2011-05-16, Shipping Instructions (DND) - Canadian-based Contractor (*NOTE: Canada to complete before contract award*);

### 7.2. Quality Assurance:

Canadian-based Contractor:

SACC Manual clause D5510C 2011-05-16, Quality Assurance Authority (DND) - Canadian-based Contractor; and

SACC Manual clause D5606C 2007-11-30, Release Documents (DND) - Canadian-based Contractor;

OR

Foreign-based and United States Contractor:

SACC Manual clause D5515C 2010-01-11, Quality Assurance Authority (DND) - Foreign-based and United States Contractor; and

SACC Manual clause D5604C 2008-12-12, Release Documents (DND) - Foreign-based Contractor; or

SACC Manual clause D5605C 2010-01-11, Release Documents (DND) - United States-based Contractor;

AND

SACC Manual clause D5540C 2010-08-16, ISO 9001:2008 Quality Management Systems - Requirements (QAC Q);

SACC Manual clause D5505C 2007-11-30, Quality Assurance Document;

SACC Manual clause D5545C 2010-08-16, ISO 9001:2008 - Quality Management Systems - Requirements (QAC C);

### 7.3. Release Documents – Distribution

Release documents prepared by the Contractor shall be distributed as follows:

- (a) Copy 1: mail to consignee marked: "Attention: Receipts Officer";
- (b) Copies 2 and 3: with shipment (in a waterproof envelope) to the consignee;
- (c) Copy 4: to the Contracting Authority;

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(d) Copy 5: to:

National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2  
Attention: A/DLP 2-2-2

(e) Copy 6: to the Quality Assurance Representative;

(f) Copy 7: to the Contractor;

(g) Copy 8: all non-Canadian Contractors to:

DQA/Contract Administration  
National Defence Headquarters  
MGen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2

## 8. Invoicing Instructions - Progress Payment Claim

8.1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- (c) a list of all expenses, details of the items repaired including NSN, Description of Item, Labour hours, materiel costs, Other applicable Costs, DND 626 or Work order numbers, Stock holding code change notification, and document number;
- (d) the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

- (a) a copy of time sheets to support the time claimed;
- (b) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
- (c) a copy of the monthly progress report;

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8.2. The Goods and Services Tax or Harmonized Sales Tax (GST/HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and payable under the previous claims for progress payments.

8.3. The Contractor must prepare and certify one original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Requisitioning Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Requisitioning Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

8.4. The Contractor must not submit claims until all work identified in the claim is completed.

## 9. Certifications

9.1. Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## 10. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_. *(NOTE: Canada to insert the province at contract award, as specified by the Bidder under Request for Proposal (RFP) article 2.4 to Volume 1)*

## 11. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) Module A;
- (c) the supplemental general conditions 4002 (2010-08-16), Software Development or Modification Services as amended in article 2.2.1;

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- (d) the supplemental general conditions 4003 (2010-08-16), Licensed Software as amended in article 2.2.2;
- (e) the supplemental general conditions 4006 (2010-08-16), Contractor to Own Intellectual Property Rights in Foreground Information;
- (f) the general conditions 2030 (2011-05-16), General Conditions - Higher Complexity – Goods as amended in article 2.1;
- (g) Module B;
- (h) Module C;
- (i) the signed Task Authorizations (including all of their annexes, if any);
- (j) the Contractor's bid all Sections I, VI, VII, VIII and IX dated \_\_\_\_\_ (*NOTE: Canada to insert date of bid at contract award*);

## **12. Defence Contract**

SACC Manual clause A9006C 2008-05-12 Defence Contract  
SACC Manual clause C2801C 2011-05-16 Priority Rating - Canadian-based Contractors  
SACC Manual clause C2800C 2011-05-16 Priority Rating

## **13. Foreign Nationals**

Canadian Contractor:

SACC Manual clause A2000C 2006-06-16, Foreign Nationals (Canadian Contractor)

OR

Foreign Contractor:

SACC Manual clause A2001C 2006-06-16, Foreign Nationals (Foreign Contractor)

## **14. Site Regulations**

SACC Manual clause A9068C 2010-01-11 Site Regulations

## **15. Electrical Equipment**

SACC Manual clause B1501C 2006-06-16, Electrical Equipment

## **16. Excess Goods**

SACC Manual clause B7500C 2006-06-16, Excess Goods

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## **17. Controlled Goods Program**

SACC Manual clause A9131C 2011-05-16, Controlled Goods Program

SACC Manual clause B4060C 2011-05-16, Controlled Goods

## **18. Insurance Requirements**

The Contractor must comply with the insurance requirements specified in Annex AA. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

## **19. Government property and services**

### **19.1. Government Property**

19.1.1. Title to Government Property must remain vested in Canada at all times and the Contractor must not lien, charge or encumber, nor cause to be liened, charged or encumbered, any Government Property in its possession or control.

19.1.2. The Contractor must pack and deliver such items in accordance with suitable commercial practice to the destination set out in delivery instructions provided to the Contractor by the Contracting Authority.

19.1.3. Annual inventory and utilization reviews of Government Property may be conducted at the discretion of the Contracting Authority, and the Contractor must account for them as may be required.

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19.1.4. Canada agrees that all Government Property furnished to the Contractor hereunder shall be accurate and fit, suitable and sufficient for the purposes of this Contract. The Contractor shall notify the Contracting Authority, within thirty (30) days, after the Contractor becomes aware of any deficiency, non-conformance malfunction or inaccuracy in any Government Property. The Contracting Authority and the Contractor will jointly determine corrective measures to be taken by either party, and the consequences, if any, to the Contract Delivery Date and the Contract Price.

19.1.5. In order for Canada to retransfer Government Property (GFI/GFE) subject to ITAR or other Nations export controls, Canada will arrange for and maintain the required retransfer approval or applicable licenses.

## **19.2. Government Furnished Information (GFI)**

19.2.1. The Canada Reference Documents (Data) identified in Annex CE Section 1.1 to 1.4 are available from the Contracting Authority on request.

19.2.2. Canada's right, title and interest to GFI must remain vested always in Canada and the Contractor must maintain it free and clear of all claims, liens, charges and encumbrances.

19.2.3. If, during the course of this Contract, the Contractor identifies additional requirements for information available to Canada, the Contractor may submit requests for such information to the Contracting Authority. The Contracting Authority will determine and advise the Contractor whether, and the terms upon which, such information can be provided. Canada will endeavour to provide to the Contractor such information at the times and places and upon the other terms agreed.

19.2.4. Prior to receiving GFI, an executed original copy of the Non-Disclosure Agreement (NDA) attached as Annex AD must be submitted to the Contracting Authority (See article 5.1) in writing, either by e-mail or letter, and shall include the mailing address to which the Data shall be sent.

## **19.3. Government Furnished Equipment (GFE)**

19.3.1. GFE will be provided as specified in Appendix 3 to Annex CA.

19.3.2. Government Furnished Equipment (GFE) will be supplied to the Contractor under a Loan Agreement (Annex CD), to carry out the Work.

19.3.3. If during the course of this Contract, the Contractor identifies additional equipment required for the purposes of the Contract, the Contractor will formally place a request to Canada. Canada will determine and advise the Contractor whether such equipment can be provided and, if so, the terms of its loan. If such loans are agreed, Canada will endeavour to deliver to the Contractor such equipment at the times and places and upon the other terms agreed.

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19.3.4. As required under ITAR, if a Technical Assistance Agreement(s) (TAA), and/or Export License or similar document is required for the performance of the ISSP work the Contractor must ensure that applicable documents be valid for the duration of the Contract.

## **19.4. Return of GFI and GFE**

19.4.1. The Contractor must return all GFI and GFE provided by Canada during the course of the Contract within 6 months of completion of the Contract, or earlier if so requested by the Contracting Authority.

## **20. Consultants and Other Contractors**

20.1. The Minister may enter into separate contracts with consultants and other contractors to assist Canada during the performance of this Contract. Upon Notice from the Minister, the Contractor must provide these consultants and other contractors with access to the Work, to the Contractor's employees and to all necessary things and information related to the Work in order to enable these consultants and other contractors to carry out their contractual obligations, in the same manner as the Contractor is required to provide to any authorized representative of the Minister. These consultants and other contractors while on the Contractor's or any of its Subcontractor's premises, must at all times be subject to the rules and regulations in force on these premises, including all required licenses, with respect to the conduct of employees or visitors. The Minister, at the reasonable request of the Contractor, will have removed from these premises any of these consultants and other contractors who have breached such rules and regulations, or whose conduct does not conform to that expected of and practiced by the Contractor's employees or visitors.

20.2. As a condition of such access, the Minister will require such consultant or other contractor to the Minister to execute a confidentiality agreement with the Contractor or lower tier subcontractor concerned, in the form that may be reasonably be required by the Contractor.

## **21. Quality Assurance**

### **21.1. Quality Assurance**

21.1.1. All work subject to Government Quality Assurance at the Contractor's facility or that of the subcontractor(s) and at the installation site by the:

Director of Quality Assurance  
National Defence Headquarters  
Major-General George R. Pearkes Building  
101 Colonel By Drive

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Ottawa, ON K1A 0K2

Email: [ContractAdmin.DQA@forces.gc.ca](mailto:ContractAdmin.DQA@forces.gc.ca)

21.1.2. The Design Change, Deviation and Waiver Procedure as defined in National Defence Standard D-02-006-008/SG-001 apply to the Contract. A copy of the standard can be obtained from the nearest NDQAR office.

21.1.3. The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.

21.1.4. The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may be reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

21.1.5. Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three (3) years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

## **22. Not applicable**

## **23. Third Party Professional Support Services**

23.1. Canada intends to enter into contract with a third party(ies), the Professional Support Services (PSS) contractor(s) , for the provision of services in support of the DND ISSP Project Office. The Contractor shall facilitate the performance of the PSS contractor(s). The terms of communication will be as follows:

- 1) the PSS contractor reports to, receives direction from and provides recommendations to only the DND Technical Authority;
- 2) the Contractor shall designate a point of contact for the PSS contractor personnel, and shall notify Canada in writing of any change; and
- 3) the PSS contractor shall not be required to furnish the Contractor with work plans or schedules, or with any other documentation or information.

23.2. Contractor shall make available to the PSS Contractor both the use of temporary workspace for a maximum of three (3) people, and access to Project working materials such as documentation, software and schedules, as are normally available to the Contractor's Quality Assurance personnel.

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23.3. Canada will ensure that the PSS personnel possess the necessary security clearances.

23.4. The PSS contractor shall be required to handle the Contractor's material in the following manner:

- 1) The PSS contractor shall not remove any Contractor materials from the Contractor's site unless authorized by the Contractor's contact person in writing.
- 2) The PSS contractor shall treat all Contractor information, data and materials as "company confidential". In this context, "company confidential" means the PSS personnel shall not divulge information to anyone other than Contractor personnel and representatives of Canada who have a "need to know" for the sole purpose of allowing the PSS contractor to perform its PSS activities.

## **24. Deliverable Substitutions & Alternatives**

24.1. The Contractor may propose a substitution or alternative for an existing product listed in the Contract, provided the proposed substitute or alternative meets or exceeds the specification(s) of the existing product and the price for the substitute or alternative product does not exceed:

- (a) the firm price (or ceiling price, if applicable) for the product originally offered in the Contractor's bid that resulted in the award of the Contract;
- (b) the current published list price of the substitute product, minus any applicable Government discount; or
- (c) the price at which the substitute product is generally available for purchase,

whichever is the lowest.

24.2. The proposed substitution/alternative may be subject to benchmark evaluation and the Contractor must pay for all costs associated with the benchmark evaluation (e.g., transportation, benchmark fee, etc.).

24.3. Substitute or alternative items must not be shipped until formally authorized by the Contracting Authority after the Technical Authority determines the substitution or alternative is acceptable. Whether or not to accept or reject a proposed substitution or alternative is entirely within the discretion of Canada. If Canada does not accept a proposed substitution or alternative, the Contractor must continue to deliver the original product. If accepted, the substitution will be documented for the administrative purposes of Canada by a contract amendment, by removing the existing product and including the substitution instead. If accepted, the addition of any alternative product will be documented for the administrative purposes of Canada by a contract amendment, by adding the alternative as a product under the Contract. Once an alternative product has been included in the Contract, Canada may purchase either product, at its option.

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24.4. The ability to propose a substitution or alternative for any given product does not relieve the Contractor of its obligation to make delivery of the existing product when ordered within the period set out in the Contract, regardless of whether or when the proposed substitution is approved.

## 25. Software Development or Modification Services

25.1. With respect to the provisions of Supplemental General Conditions 4002:

Canada's Responsibilities	Canada will be responsible for the installation of all custom software.
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## 26. Licensed Software

26.1. With respect to the provisions of Supplemental General Conditions 4003:

Language of Licensed Software (4003 2.5)	The Licensed Software must be delivered as follows: <ul style="list-style-type: none"> <li>ISS-S Battle Management System (BMS) in English and French;</li> <li>ISS-S Configuration Application Software in English and French;</li> <li>ISS-S Battle Management System (BMS) for the CF31 laptop PC in English and French; and</li> <li>System Executive Planning Suite (SEP-S) for the CF31 laptop PC in English only.</li> </ul>
Type of License being Granted (4003 04, 05, 06)	Device License.
Media on which Licensed Software must be Delivered (4003 10)	Each BMS and SEP-S is to be provided to the Department of National Defence on CD-ROM/DVD.
Term of License (4003 11)	Perpetual license as already provided under 4003
Canada's Responsibilities	Canada will be responsible for the installation of all Software Error Corrections, Maintenance Releases and upgrades.

## 27. Safeguarding Electronic Media

27.1. Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform

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the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.

27.2. If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

## **28. Access to Canada's Property and Facilities**

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor.

## **29. Accommodation**

The Contractor must provide for the representatives of Canada, such office space, office facilities, telephone service, and suitable sanitary and washing facilities as they may require from time to time at the Contractor's facilities.

## **30. Canadian Disruptive Pattern (CADPAT™)**

30.1. CADPAT™ patterns and technical data are protected by Canadian copyright laws and are patented and copyrighted to Her Majesty the Queen in right of Canada for exclusive use by the Department of National Defence of Canada (DND).

30.2. The Contractor must only purchase CADPAT™ fabrics in a quantity sufficient to fulfill the contract requirements. The use of CADPAT™ fabrics outside of a DND contract may be subject to legal action.

30.3. Any goods made by the Contractor incorporating the CADPAT pattern and colours must be for the sole end use of DND. The Contractor must not manufacture, sell or offer for sale goods incorporating the CADPAT pattern and colours to any person or entity other than DND. The Contractor must dispose of any second quality goods produced, excess raw material or manufacturing leftover, incorporating the CADPAT pattern and colours, in accordance with the following:

- Trimmings – these should be reduced to rags;
- Left-over material (partial bolts of unused CADPAT) – the owner of the material can attempt to secure a licensing agreement from DND DSSPM in order to use the surplus

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material in the manufacture of other goods, attempt to sell this material back to the OEM or reduce the material to rags;

- "Seconds" of vests culled from regular production due to quality concerns – these should be destroyed in accordance with Canadian Forces Supply Manual A-LM-007-014/AG-001, Volume 3, Chapter 10, Annex D, Appendix 13 – Clothing.

30.4. CADPAT™ fabrics can only be provided to garment or equipment manufacturers who have contracts with the Crown for approved DND military equipment, clothing or projects. In order to obtain first quality CADPAT™ from CADPAT™ fabric manufacturers, an end item manufacturers must provide the CADPAT™ fabric manufacturers with proof that he has been awarded a contract by Public Works and Government Services Canada (PWGSC) for the provision of CADPAT™ goods to DND. CADPAT™ Fabric manufacturers are permitted to provide sample quantities of CADPAT™ fabrics to end item manufacturers for the purposes of bidding on DND contracts.

30.5. The Contractor must ensure that any subcontractors requiring goods incorporating the CADPAT pattern and colours for the execution of the work are bound by the conditions of this article.

### **31. Periodic Usage Reports - Contracts with Task Authorization**

31.1 The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31; and
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

#### **31.2 Reporting Requirement – Details**

A detailed and current record of all authorized tasks must be kept. This record must contain:

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### 31.2.1 For each authorized task:

- a. the authorized task number or task revision number(s);
- b. a title or a brief description of each authorized task;
- c. the total estimated cost specified in the authorized Task Authorization of each task, GST or HST extra;
- d. the total amount, GST or HST extra, expended to date against each authorized task;
- e. as applicable, when a task is completed, the committed amount should be reduced to reflect the actual expenditure and the change should be reflected in the record of Task Authorizations;
- f. the start and completion date for each authorized task; and
- g. the active status of each authorized task, as applicable.

### 31.2.2 For all authorized tasks:

- a. the amount (GST or HST extra) specified in the contract, as Canada's total liability to the contractor for all authorized Task Authorizations;
- b. and the total amount, GST or HST extra, expended to date against all authorized Task Authorizations.

## 32.0 Dangerous Goods/Hazardous Products

32.1 SACC Manual clause D3015C 2007-11-30, Dangerous Goods/Hazardous Products

32.2 Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements. The Contractor is required to include within the Environmental, Health and Safety Impact Report (EHSIR) Material Safety Data Sheets (MSDS) for all products/materials, which are used in the operation and maintenance of the Work, that fall under the Hazardous Products Act, R.S.C. 1985m c. H-3 and regulation(s) thereunder in accordance with the said Act and regulation(s).

## 33.0 Hazardous Waste Disposal

SACC Manual clause A9016C 2011-05-16, Hazardous Waste Disposal

## 34. Environmental Health and Safety

34.1. General

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34.1.1. New or amended support documentation, such as Canadian Forces Technical Orders (CFTO's) shall incorporate appropriate EHS warnings and instructions in direct relation to the EHS risks presented in the contents.

34.1.2. The Contractor shall comply with Department of National Defence (DND) policies, orders, directives, instructions and best practices when accessing DND owned or controlled lands, buildings or equipment.

### 34.2. Compliance

34.2.1. The Contractor shall comply in all respects with Environmental, Health and Safety legislation, such as the Canadian Environmental Protection Act, Canadian Environmental Assessment Act, Hazardous Products Act, Transportation of Dangerous Goods Act, Canada Labour Code, and their regulations, in force in relation to the provision of Services. Where the provisions of any such legislation are implemented by the use of voluntary agreements or codes of practice, the Contractor shall comply with such agreements or codes of practices as if they were incorporated into Canada law subject to those voluntary agreements being cited in the Contract documentation. The Contractor is responsible to comply with laws applicable to the performance of the Contract, regardless of them being identified, or not, within the Contract. The Contractor shall provide evidence of compliance with such laws to Canada at such times as Canada may reasonably request.

### 34.3. Hazardous Products

34.3.1. Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements. The Contractor is required to include within the Environmental, Health and Safety Impact Report (EHSIR) Material Safety Data Sheets (MSDS) for all products/materials, which are used in the operation and maintenance of the Work, that fall under the Hazardous Products Act, R.S.C. 1985, c. H-3 and regulation(s) thereunder in accordance with the said Act and regulation(s).

### 34.4. Controlled Products

34.4.1. Controlled Products are products that harbour chemical substances that are banned, being phased out or regulated by legislation. Products and substances regulated or restricted under the following programs include:

- Ozone Depleting Substances (ODS) Regulations (1998);
- Federal Halocarbon Regulation;
- 2-Butoxyethanol Regulation;
- PCB Regulation;
- Prohibition of Certain Toxic Substances, 2005;

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Government of Canada's Chemical Management Plan;  
National Pollutant Release Inventory (NPRI);  
Accelerated Reduction/Elimination of Toxics; and  
Canadian Environmental Protection Act, Schedule 1, list of Toxic Substances.

### **35. Interface Control Document (ICD)**

35.1 There is a requirement for the Contractor's Integrated Soldier System Suite (ISS-S) to Interface with LCSS radios (PRC 117,148,152), the DAGR (if the ISS-S provides military GPS capability via an interface to the CF in-service DAGR) and the CORAL-CR-C. This functionality will have to be maintained and improved upon through the Optimized Weapon System Support (OWSS) for the ISS as presented in annex CA to Volume 3.

35.2 It is the Contractor's responsibility to obtain from the respective Original Equipment Manufacturer (OEM) for the LCSS radios (PRC 117,148,152) and the DAGR (if the ISS-S provides military GPS capability via an interface to the CF in-service DAGR) the required ICD's and assistance for the maintenance and engineering efforts thereby allowing the Contractor to complete the ISS In-Service support and ISS Improvements activities.

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# **MODULE A**

# **TO**

# **VOLUME 3**

## **ANNEX AA** to Volume 3

### **INSURANCE REQUIREMENTS**

#### **Commercial General Liability Insurance**

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability Insurance policy must include the following:

- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

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- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles
- (n) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8

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A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

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**ANNEX AB** to Volume 3

**ISS-OWSS FINANCIAL BID PRESENTATION SHEET**

(This Annex begins on the next page)

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**ANNEX AB to Volume 3  
ISS-OWSS FINANCIAL BID PRESENTATION SHEET  
PART 1 (For a period of 5 years from contract starting date)**

Last update: March 19, 2013  
ISS\_OWSS\_FBPS\_V2.XLS

Line	BP		Qty	Column A	Column B1	Column B2	Column B3	Column B4	Column B5	Column C
No.	Code	ITEM'S DESCRIPTIONS	U of I	Qty	Unit Price	Extended				
				(Over a 5 year period)	(Contract Year 1)	(Contract Year 2)	(Contract Year 3)	(Contract Year 4)	(Contract Year 5)	Price
1		<b>1.0 Contract Management:</b>								
2		For the management of the Contract including but not limited to the management functions (Core activities) which include in particular the provision and/or revision as necessary of all data items listed below, and for any other costs or expenses of any kind whatsoever incurred by the Contractor for the execution of the work, Travel and Living expenses and EIE management and maintenance (see SOW para. 4.1.7.) excluded, the Contractor shall be paid monthly on a Cost Reimbursable Basis using the prices under item 6.0 to this annex up to the annual ceiling price herein. If the Contract Management costs exceed the ceiling price herein, the remaining Contract Management costs, if any, will be at the Contractor's own expense.	Year	5	\$					\$
3										
4		<b>Data Items List:</b>		<b>Frequency</b>						
5										
6		1.1 Program Management Plan (PMP) (Annex CA Statement of Work (SOW) para. 4.1.1.0-4, CDRL PM-101)		R						
7		1.2 Quality Assurance Plan (QAP) (SOW para. 4.1.1.0-8, CDRL PM-102)		R						
8		1.3 Significant Incident Report (SOW para. 4.1.1.0-10, CDRL PM-103)		ASREQ						
9		1.4 Monthly Services Status Report (SOW para. 4.1.1.0-11, CDRL PM-104)		MNTHY						
10		1.5 Meeting Agendas (SOW para. 4.1.1.0-12.0-7, CDRL PM-105)		ASREQ						
11		1.6 Meeting Minutes (SOW para. 4.1.1.0-12.0-8, CDRL PM-106)		ASREQ						
12		1.7 Issue-Action Item Log (IAIL) (SOW para. 4.1.1.0-12.0-9, CDRL PM-107)		ASREQ						
13		1.8 Program Review Meeting (PRM) (SOW para. 4.1.1.0-14)		QUARTERLY						
14		1.9 Kick-off Meeting (SOW para. 4.1.1.0-15)		ONE						
15		1.10 Other Meetings and Reviews (SOW para. 4.1.1.0-16)		ASREQ						
16		1.11 Configuration Management Plan (CMP) (SOW para. 4.1.4.1.0-1, CDRL CM-101)		R						
17		1.12 Engineering Change Proposals (ECP) (SOW para. 4.1.4.3.0-1, CDRL CM-102)		ASREQ						
18		1.13 Request for Deviation/Waiver (RFD/W) (SOW para. 4.1.4.3.0-3, CDRL CM-103)		ASREQ						
19		1.14 Specification Change Notice (SCN) (SOW para. 4.1.4.3.0-4, CDRL CM-104)		ASREQ						
20		1.15 Notice of Revision (NOR) (SOW para. 4.1.4.3.0-5, CDRL CM-105)		ASREQ						
21		1.16 Configuration Status Accounting Report (CSAR) (SOW para. 4.1.4.4.0-1, CDRL CM-106)		MNTHY						
22		1.17 Technical Data Management Plan (TDMP) (SOW para. 4.1.5.0-2, CDRL DM-101)		R						
23		1.18 Intellectual Property (IP) Lists updates (SOW para. 4.1.6.0-1, CDRL PM-108)		ANNLY						
24		1.19 Obsolescence Management Candidates List (OMCL) (SOW para. 4.1.10.0-2, CDRL LS-102)		MNTHY						
25		1.20 Environmental, Health and Safety Assessment (EHSA) updates (SOW para. 4.1.11.0-6, CDRL PM-109)		ASREQ						
26		1.21 Government Properties Report updates (SOW para. 4.1.12.0-2, CDRL PM-110)		ANNLY						
27		1.22 ISS Spares Catalogue updates (SOW para. 4.2.2.0-3, CDRL LS-104)		ANNLY						
28		1.23 R&O Performance Report updates (SOW para. 4.2.3.0-17.0-2, CDRL PM-111)		ANNLY						
29		1.24 System Engineering Management Plan (SEMP) (SOW para. 4.4.1.0-2, CDRL SE-101)		R						
30		<b>NOTE: The definition of "Frequency" can be found in RFP section 2.2.3 to Annex CC to Volume 3.</b>								

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33 **2.0 Documentation:**  
34 For the provision of the data items below, and for any other costs or expenses of any kind whatsoever incurred by the  
Contractor for the execution of the work, upon delivery and acceptance or approval as the case maybe of all data items,  
Canada shall pay the Contractor, the Firm Lot Price thereon of

35						
36	FP	2.1	Documentation set	Lot	1	\$ _____
37		2.1.1	Program Management Plan (PMP) (Annex CA Statement of Work (SOW) para. 4.1.1.0-3, CDRL PM-101)			\$ _____
38		2.1.2	Initial Intellectual Property (IP) Lists (SOW para. 4.1.6.0-1, CDRL PM-108)			
39		2.1.3	Initial Government Properties Report (SOW para. 4.1.12.0-2, CDRL PM-110)			
40		2.1.4	Initial ISS Spares Catalogue (SOW para. 4.2.2.0-1, CDRL LS-104)			
41		2.1.5	Repair & Overhaul Candidates List (SOW para. 4.2.3.0-1, CDRL LS-105)			
42		2.1.6	Revised Technical Data Management Plan (TDMP) (SOW para. 4.1.5.0-2, CDRL DM-101)			
43		2.1.7	Revised System Engineering Management Plan (SEMP) (SOW para. 4.4.1.0-2, CDRL SE-101)			
44		2.1.8	Revised Quality Assurance Plan (QAP) (SOW para. 4.1.1.0-8, CDRL PM-102)			
45		2.1.9	Revised Configuration Management Plan (CMP) (SOW para. 4.1.4.1.0-1, CDRL CM-101)			
46						
47						

48		<b>3.0 Management and Maintenance of the Electronic Information Environment (EIE): (SOW para 4.1.7)</b>				
49		For the management and maintenance of the EIE data and computer infrastructure, Canada shall pay the Contractor, upon				
50	FP	delivery and acceptance, a Firm Monthly Fee, thereon of	Month	60		\$ _____
51						

52 **4.0 In-Plant Repair: (SOW para. 4.2.3.)**  
53 For Authorized In-Plant Repair or reduction to spares, during normal business hours, goods excluded, Canada shall pay the  
Contractor, blended Firm Hourly Rates as specified herein:

54		DESCRIPTION (Labour categories):			
55		4.1 Repair & Overhaul Labour categories:			
56		4.1.1			\$ _____
57		4.1.2			\$ _____
58		4.1.3			\$ _____
59		4.1.4			\$ _____
60		4.1.5			\$ _____
61		4.1.6			\$ _____
62		4.1.7			\$ _____
63		4.1.8			\$ _____
64		4.1.9			\$ _____
65		4.1.10			\$ _____
66		4.1.11			\$ _____
67		4.1.12			\$ _____
68		4.1.13			\$ _____
69		4.1.14			\$ _____
70		4.1.15			\$ _____
71		4.1.16			\$ _____
72		4.1.17			\$ _____
73		4.1.18			\$ _____
74		4.1.19			\$ _____
75		4.1.20			\$ _____
76					\$ _____
77					\$ _____

78		4.2 Normal business hours R&O average blended rate			\$ _____
79	LE	4.3 Normal business hours total expected workload	Hrs	53500	\$ _____

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81	4.4	Outside normal business hours (Monday to Friday):				
82		When authorized, Canada shall pay the Contractor the Firm Hourly Rates specified under this annex item 4.1 plus an overtime premium thereon of:				
83						
84	4.4.1	Overtime premium (Monday to Friday)				
85 LE	4.4.2	Expected Overtime Workload	Hrs	8000	\$	\$
86						
87	4.5	Outside normal business hours (Saturday and Sunday):				
88		When authorized, Canada shall pay the Contractor the Firm Hourly Rates specified under this annex item 4.1 plus an overtime premium thereon of:				
89						
90	4.5.1	Overtime premium (Saturday and Sunday)				
91 LE	4.5.2	Expected Overtime Workload	Hrs	8000	\$	\$
92						
93						
94	<b>5.0</b>	<b>Reconstitution Services: (SOW para. 4.3.3.)</b>				
95		For Authorized Reconstitution Services, Canada shall pay the Contractor as specified herein:				
96						
97	5.1	For the R&O activities, the Contractor shall be paid as per item 4.0 of this annex.				
98	5.2	For the storage and security of the equipment, from the time of receipt by the Contractor up to delivery after reconstitution, the Contractor shall be paid a firm daily fee per Integrated Soldier System - Suite (ISS-S) thereon of:	Day	21500	\$	\$
99						
100						
101	<b>6.0</b>	<b>Support Services (SOW paragraphs 4.3 &amp; 4.4)</b>				
102		When Authorized - for the provision of Support Services using the following labour categories having the minimum mandatory qualifications as stipulated in contract appendix 2 to annex CA, Canada shall pay the Contractor, the Firm Hourly Rates specified herein:				
103						
104	6.1	Normal business hours:				
105						
106		DESCRIPTION (Labour categories):				
107 LE	6.1.1	SPJM - Senior Project manager	Hrs	5200	\$	\$
108 LE	6.1.2	PJA - Project administrator	Hrs	5200	\$	\$
109 LE	6.1.3	ISSE - Intermediate Software System Engineer	Hrs	13000	\$	\$
110 LE	6.1.4	ISS - Intermediate Software Specialist	Hrs	15600	\$	\$
111 LE	6.1.5	MC - Configuration Manager	Hrs	3900	\$	\$
112 LE	6.1.6	SSTE - Senior Software Test Engineer	Hrs	7800	\$	\$
113 LE	6.1.7	FSR - Field Service Representative (Bilingual)	Hrs	3900	\$	\$
114 LE	6.1.8	SMI - System Management Instructor	Hrs	3900	\$	\$
115 LE	6.1.9	ILSS - Intermediate Integrated Logistics Support Specialist	Hrs	9100	\$	\$
116 LE	6.1.10	ITS - Intermediate Test Specialist	Hrs	7800	\$	\$
117 LE	6.1.11	IST - Intermediate System Technologist	Hrs	11700	\$	\$
118 LE	6.1.12	IHE - Intermediate Hardware Engineer	Hrs	5200	\$	\$
119 LE	6.1.13	SSE - Senior System Engineer	Hrs	10400	\$	\$
120 LE	6.1.14	JSE - Junior System Engineer	Hrs	13000	\$	\$
121 LE	6.1.15	ISFE - Intermediate Software/Firmware Engineer	Hrs	7800	\$	\$
122 LE	6.1.16	SQS - Senior Quality Specialist	Hrs	1300	\$	\$
123 LE	6.1.17	SLSS - Senior Life Cycle Management Support Specialist (Bilingual)	Hrs	5200	\$	\$
124						
125	6.1.18	Normal business hours total expected workload		130000		

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127	6.2	Outside normal business hours (Monday to Friday):				
128		When authorized, Canada shall pay the Contractor the Firm Hourly Rates specified under this annex item 6.1 plus an overtime premium thereon of				
129						
130	6.2.1	Overtime premium (Monday to Friday)	.....			
131 LE	6.2.2	Expected Overtime Workload	..... Hrs	20000	\$	\$
132						
133	6.3	Outside normal business (Saturday and Sunday):				
134		When authorized, Canada shall pay the Contractor the Firm Hourly Rates specified under this annex item 6.1 plus an overtime premium thereon of				
135						
136	6.3.1	Overtime premium (Saturday and Sunday)	.....			
137 LE	6.3.2	Expected Overtime Workload	..... Hrs	20000	\$	\$
138						
139						
140	<b>7.0</b>	<b>ISS-OWSS Recommended Support Equipment: (Annex CA SOW para. 4.2.2)</b>				
141		The Support Equipment performance shall comply with all the technical requirements of the ISS Acquisition Contract (ISS-A). The Support Equipment must include a warranty with a minimum period of one (1) year for hardware and software followed by Software maintenance and support services for a minimum period of one (1) year.				
142		For the supply of Support Equipment on an if, as, and when requested basis, upon delivery and acceptance, excluding delivery charges, Canada shall pay the Contractor as follows:				
143						
144	7.1	When the ISS-OWSS support equipment is listed in this annex's appendix 2, the contractor shall be paid the Firm Unit Prices as per that appendix.				
145						
146	7.2	When the ISS-OWSS support equipment is not listed in the annex's appendix 2, the Firm Unit Price is to be negotiated in accordance with Contract articles 6.7 and 6.8, and will be actual cost plus a firm mark-up thereon of:				
147 LE	7.2.1	Contractor Manufactured Parts (CMP)	\$	\$875,000.00	%	\$
148 LE	7.2.2	Contractor Acquired Parts (CAP)	\$	\$875,000.00	%	\$
149						
150						
151	<b>8.0</b>	<b>ISS-OWSS Consumable and Bulk Items (CBI): (Annex CA SOW para. 4.2.2)</b>				
152		The CBI performance shall comply with all the technical requirements of the ISS-A. The CBI must include a warranty with a minimum period of one (1) year for hardware and software followed by Software maintenance and support services for a minimum period of one (1) year.				
153		For the supply of Consumable and Bulk Items on an if, as, and when requested basis, upon delivery and acceptance, excluding delivery charges, Canada shall pay the Contractor as follows:				
154						
155	8.1	When the ISS-OWSS Consumable and Bulk Items is listed in this annex's appendix 2, the contractor shall be paid the Firm Unit Prices as per that appendix.				
156						
157	8.2	When the ISS-OWSS Consumable and Bulk Items is not listed in the annex's appendix 2, its Firm Unit Price is to be negotiated in accordance with Contract articles 6.7 and 6.8, and will be actual cost plus a firm mark-up thereon of:				
158 LE	8.2.1	Contractor Manufactured Parts (CMP)	\$	\$680,000.00	%	\$
159 LE	8.2.2	Contractor Acquired Parts (CAP)	\$	\$680,000.00	%	\$

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162 **9.0 ISS-OWSS Provisioning of ISS Spare Parts: (Annex CA SOW para. 4.2.2)**

163 The ISS Spare Parts performance shall comply with all the technical requirements of this contract. The ISS Spare Parts must include a warranty with a minimum period of one (1) year for hardware and software followed by Software maintenance and support services for a minimum period of one (1) year.

164 For the supply of ISS Spare Parts on an if, as, and when requested basis, upon delivery and acceptance, excluding delivery charges, Canada shall pay the Contractor as follow:

165

166 Note: The SOW referenced in items 9.1 to 9.4 is the ISS-A SOW and not the ISS-OWSS SOW.

167

168 **9.1 Main Equipment: (ISS-A Annex CA SOW (ISS-A SOW) para. 3.3.1.1.0-6)**

169 **9.1.1 Integrated Soldier System - Electronics Suite (ISS-ES) (ISS-A SOW para. 3.3.1.1.0-6.0-1)**

170 LE	9.1.1.1		Each	1680	\$	
171 LE	9.1.1.2		Each	1680	\$	
172 LE	9.1.1.3		Each	1680	\$	
173 LE	9.1.1.4		Each	1680	\$	
174 LE	9.1.1.5		Each	1680	\$	
175 LE	9.1.1.6		Each	1680	\$	
176 LE	9.1.1.7		Each	1680	\$	
177 LE	9.1.1.8		Each	1680	\$	
178 LE	9.1.1.9		Each	1680	\$	
179 LE	9.1.1.10		Each	1680	\$	
180 LE	9.1.1.11		Each	1680	\$	
181 LE	9.1.1.12		Each	1680	\$	
182 LE	9.1.1.13		Each	1680	\$	
183 LE	9.1.1.14		Each	1680	\$	
184 LE	9.1.1.15		Each	1680	\$	
185 LE	9.1.1.16		Each	1680	\$	
186 LE	9.1.1.17		Each	1680	\$	
187 LE	9.1.1.18		Each	1680	\$	
188 LE	9.1.1.19		Each	1680	\$	
189 LE	9.1.1.20		Each	1680	\$	

190 LE 9.1.2 Universal Canophone Set (ISS-A SOW para. 3.3.1.1.0-6.0-3) Each 1680 \$

191 9.1.3 ISS Battery Sets: (ISS-A SOW para. 3.3.1.1.0-6.0-5)

192 **9.1.3.1 ISS Rechargeable Battery Set: (SOW para. 3.3.1.1.0-6.0-5.0-2)**

193 9.1.3.1.1 (Power Domain 1) Rechargeable Battery Set:

194 9.1.3.1.1.1 Power Domain Rechargeable Battery Pack: (SOW para. 3.3.1.1.0-6.0-4.0-4)

195 LE 9.1.3.1.1.1.1 Battery (Type) Each \$

196 9.1.3.1.1.1.2 Battery Loading/Storage Device (SOW para. 3.3.1.1.0-6.0-6) Each \$

197 9.1.3.1.1.2 Quantity of Power Domain Rechargeable Battery Pack (SOW para. 3.3.1.1.0-6.0-4.0-5) Each

198

199 9.1.3.1.2 (Power Domain 2) Rechargeable Battery Set:

200 9.1.3.1.2.1 Power Domain Rechargeable Battery Pack:

201 LE 9.1.3.1.2.1.1 Battery (Type) Each \$

202 LE 9.1.3.1.2.1.2 Battery Loading/Storage Device Each \$

203 9.1.3.1.2.2 Quantity of Power Domain Rechargeable Battery Pack Each

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205	9.1.3.1.3	(Power Domain 3) Rechargeable Battery Set:					
206	9.1.3.1.3.1	Power Domain Rechargeable Battery Pack:					
207 LE	9.1.3.1.3.1.1	Battery (Type)	Each	---	\$	---	\$
208 LE	9.1.3.1.3.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
209	9.1.3.1.3.2	Quantity of Power Domain Rechargeable Battery Pack	Each	---			
210							
211	9.1.3.1.4	(Power Domain 4) Rechargeable Battery Set:					
212	9.1.3.1.4.1	Power Domain Rechargeable Battery Pack:					
213 LE	9.1.3.1.4.1.1	Battery (Type)	Each	---	\$	---	\$
214 LE	9.1.3.1.4.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
215	9.1.3.1.4.2	Quantity of Power Domain Rechargeable Battery Pack	Each	---			
216							
217	9.1.3.1.5	(Power Domain 5) Rechargeable Battery Set:					
218	9.1.3.1.5.1	Power Domain Rechargeable Battery Pack:					
219 LE	9.1.3.1.5.1.1	Battery (Type)	Each	---	\$	---	\$
220 LE	9.1.3.1.5.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
221	9.1.3.1.5.2	Quantity of Power Domain Rechargeable Battery Pack	Each	---			
222							
223	9.1.3.2	ISS Non-Rechargeable Battery Set: (SOW para. 3.3.1.1.0-6.0-5.0-1)	Each	6800			
224	9.1.3.2.1	(Power Domain 1) Non-Rechargeable Battery Set:					
225	9.1.3.2.1.1	Power Domain Non-Rechargeable Battery Pack: (SOW para. 3.3.1.1.0-6.0-4.0-2)					
226 LE	9.1.3.2.1.1.1	Battery (Type)	Each	---	\$	---	\$
227 LE	9.1.3.2.1.1.2	Battery Loading/Storage Device (SOW para. 3.3.1.1.0-6.0-6)	Each	---	\$	---	\$
228	9.1.3.2.1.2	Quantity of Power Domain Non-Rechargeable Battery Pack (SOW para. 3.3.1.1.0-6.0-4.0-3)	Each	---			
229							
230	9.1.3.2.2	(Power Domain 2) Non-Rechargeable Battery Set:					
231	9.1.3.2.2.1	Power Domain Non-Rechargeable Battery Pack:					
232 LE	9.1.3.2.2.1.1	Battery (Type)	Each	---	\$	---	\$
233 LE	9.1.3.2.2.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
234	9.1.3.2.2.2	Quantity of Power Domain Non-Rechargeable Battery Pack	Each	---			
235							
236	9.1.3.2.3	(Power Domain 3) Non-Rechargeable Battery Set:					
237	9.1.3.2.3.1	Power Domain Non-Rechargeable Battery Pack:					
238 LE	9.1.3.2.3.1.1	Battery (Type)	Each	---	\$	---	\$
239 LE	9.1.3.2.3.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
240	9.1.3.2.3.2	Quantity of Power Domain Non-Rechargeable Battery Pack	Each	---			
241							
242	9.1.3.2.4	(Power Domain 4) Non-Rechargeable Battery Set:					
243	9.1.3.2.4.1	Power Domain Non-Rechargeable Battery Pack:					
244 LE	9.1.3.2.4.1.1	Battery (Type)	Each	---	\$	---	\$
245 LE	9.1.3.2.4.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
246	9.1.3.2.4.2	Quantity of Power Domain Non-Rechargeable Battery Pack	Each	---			
247							
248	9.1.3.2.5	(Power Domain 5) Non-Rechargeable Battery Set:					
249	9.1.3.2.5.1	Power Domain Non-Rechargeable Battery Pack:					
250 LE	9.1.3.2.5.1.1	Battery (Type)	Each	---	\$	---	\$
251 LE	9.1.3.2.5.1.2	Battery Loading/Storage Device	Each	---	\$	---	\$
252	9.1.3.2.5.2	Quantity of Power Domain Non-Rechargeable Battery Pack	Each	---			

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253	9.1.4	Modular Load Carriage System (MLCS): (ISS-A SOW para. 3.3.1.1.0-6.0-7)				
254 LE	9.1.4.1	MLCS Platform (Small size) (ISS-A SOW para. 3.3.1.1.0-6.0-7.0-1)	Each	1531	\$	\$
255 LE	9.1.4.2	MLCS Platform (Medium size) (ISS-A SOW para. 3.3.1.1.0-6.0-7.0-1)	Each	653	\$	\$
256	9.1.4.3	MLCS ISS Pouch Set (ISS-A SOW para. 3.3.1.1.0-6.0-7.0-2)				
257 LE	9.1.4.3.1		Each	1680	\$	\$
258 LE	9.1.4.3.2		Each	1680	\$	\$
259 LE	9.1.4.3.3		Each	1680	\$	\$
260 LE	9.1.4.3.4		Each	1680	\$	\$
261 LE	9.1.4.3.5		Each	1680	\$	\$
262 LE	9.1.4.3.6		Each	1680	\$	\$
263 LE	9.1.4.3.7		Each	1680	\$	\$
264 LE	9.1.4.3.8		Each	1680	\$	\$
265 LE	9.1.4.3.9		Each	1680	\$	\$
266 LE	9.1.4.3.10		Each	1680	\$	\$
267	9.2	Accessory Items: (ISS-A SOW para. 3.3.1.1.0-7)				
268 LE	9.2.1	DAGR Interface Cable (ISS-A SOW para. 3.3.1.1.0-7.0-1)	Each	348	\$	\$
269 LE	9.2.2	CORAL-CR-C Interface Cable (ISS-A SOW para. 3.3.1.1.0-7.0-2)	Each	108	\$	\$
270	9.2.3	LCSS Radio Interface Cable Set (ISS-A SOW para. 3.3.1.1.0-7.0-3)				
271 LE	9.2.3.1		Each	348	\$	\$
272 LE	9.2.3.2		Each	348	\$	\$
273 LE	9.2.3.3		Each	348	\$	\$
274 LE	9.2.3.4		Each	348	\$	\$
275 LE	9.2.3.5		Each	348	\$	\$
276 LE	9.2.3.6		Each	348	\$	\$
277 LE	9.2.3.7		Each	348	\$	\$
278 LE	9.2.3.8		Each	348	\$	\$
279 LE	9.2.3.9		Each	348	\$	\$
280 LE	9.2.3.10		Each	348	\$	\$
281	9.3	Technical documentation: (ISS-A SOW para. 3.3.1.1.0-8.0-1)				
282		(NOT APPLICABLE)				
283	9.4	Support Equipment: (ISS-A SOW para. 3.3.1.1.0-8.0-2)				
284	9.4.1	Recommended Support Equipment: (ISS-A SOW para. 3.3.1.1.0-8.0-2.0-1)				
285		(NOT APPLICABLE)				
286	9.4.2	System Executive Planning Suite (SEP-S) software (ISS-A SOW para. 3.3.1.1.0-8.0-2.0-2)				
287		(NOT APPLICABLE)				
288	9.4.3	Battle Management System (BMS) software on CF Laptop (ISS-A SOW para. 3.3.1.1.0-8.0-2.0-3)				
289		(NOT APPLICABLE)				
290	9.4.4	Battery Charger Set: (ISS-A SOW para. 3.3.1.1.0-8.0-2.0-4)				
291		For the purchase of Battery chargers to support a block of 1680 ISS-ES as per the definitions of "Battery Charger Set" provided in paragraph 3.3.1.1.0-8.0-2.0-4 to ISS-A SOW, the ancillaries being broke down as per the following:				
292	9.4.4.1.	(Power Domain 1) Battery Charger:				
293 LE	9.4.4.1.1		Each	—	\$	\$
294 LE	9.4.4.1.2		Each	—	\$	\$
295 LE	9.4.4.1.3		Each	—	\$	\$
296 LE	9.4.4.1.4		Each	—	\$	\$
297 LE	9.4.4.1.5		Each	—	\$	\$
298	9.4.4.2.	(Power Domain 2) Battery Charger:				
299 LE	9.4.4.2.1		Each	—	\$	\$
300 LE	9.4.4.2.2		Each	—	\$	\$
301 LE	9.4.4.2.3		Each	—	\$	\$
302 LE	9.4.4.2.4		Each	—	\$	\$
303 LE	9.4.4.2.5		Each	—	\$	\$

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304	9.4.4.3. (Power Domain 3) Battery Charger:				
305 LE	9.4.4.3.1	Each	---	\$	\$
306 LE	9.4.4.3.2	Each	---	\$	\$
307 LE	9.4.4.3.3	Each	---	\$	\$
308 LE	9.4.4.3.4	Each	---	\$	\$
309 LE	9.4.4.3.5	Each	---	\$	\$
310	9.4.4.4. (Power Domain 4) Battery Charger:				
311 LE	9.4.4.4.1	Each	---	\$	\$
312 LE	9.4.4.4.2	Each	---	\$	\$
313 LE	9.4.4.4.3	Each	---	\$	\$
314 LE	9.4.4.4.4	Each	---	\$	\$
315 LE	9.4.4.4.5	Each	---	\$	\$
316	9.4.4.5. (Power Domain 5) Battery Charger:				
317 LE	9.4.4.5.1	Each	---	\$	\$
318 LE	9.4.4.5.2	Each	---	\$	\$
319 LE	9.4.4.5.3	Each	---	\$	\$
320 LE	9.4.4.5.4	Each	---	\$	\$
321 LE	9.4.4.5.5	Each	---	\$	\$
322	9.5				
	When an ISS-OWSS ISS Spare Part is to be added to this annex's appendix 2, its Firm Unit Price is to be negotiated in accordance with Contract articles 6.7 and 6.8 and will be actual cost plus a firm mark-up thereon of:				
323 LE	9.5.1 Contractor Manufactured Parts	\$	\$2,500,000.00	%	\$
324 LE	9.5.2 Contractor Acquired Parts	\$	\$2,500,000.00	%	\$
325					
326					
327	<b>10.0 Substitution and alternative:</b>				
328	For the supply of substitution or alternative to an existing product listed in the Contract during the Contract period in accordance with the Contract article 24, Firm Unit Prices To Be Negotiated (TBN) post contract award. Post contract award price negotiation will be governed by the following:				
329					
330	10.1 Firm Unit Prices TBN in accordance with Contract article 6.7 and 24.				
331					
332					
333	<b>11.0 Spare Parts Orders (SPO):</b>				
334	SPOs DESCRIPTION:				
335					
336					
337	11.1 For the supply of Spare Parts as detailed under Attachment <u>TBD</u> to Appendix 3 to Annex AB, Canada shall pay				
338	The order date is <u>TBD</u> . All deliverables must be delivered on or before <u>TBD</u> .				
339					
340	11.2 To Be Determined (TBD);				
341					
342					
343	<b>12.0 Custom Canalphone Set: (SOW para. 4.3.2.0-4)</b>				
344	For the supply of Custom Canalphone Set, on an if, as, and when requested basis, Travel and Living Expenses excluded, Canada shall pay the Contractor as specified herein:				
345					
346	12.1 For the provision of on the field Audiologist/Technologist services, the Contractor shall be paid a Firm Hourly Rate				
LE	thereon of:	Hrs	5200	\$	\$
347	12.2				
LE	For the provision of Custom Canalphone Set, the Contractor shall be paid a Firm Unit Price per set thereon of:	Each	2512	\$	\$

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**13.0 Travel and Living (T&L) expenses:**

When Authorized - The Contractor will be reimbursed its travel and living expenses reasonably and properly incurred in the performance of Work outside the scope of the annex CA SOW, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive ([http://www.tbs-sct.gc.ca/pubs\\_pol/hrpubs/TBM\\_113/td-dv\\_e.asp](http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp)), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". All travel must have the prior authorization of the Contracting Authority. All payments are subject to government audit. The estimated cost is:

LE	\$	\$50,000.00	\$50,000.00
----	----	-------------	-------------

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**14.0 ISS-OWSS WORK TOTAL BID PRICE**

\$ \_\_\_\_\_  
GST/HST

357 GST/HST = Goods and Services Tax or the Harmonized Sales Tax excluded

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**APPENDIX 1 TO ANNEX AB** to Volume 3

**ISS-OWSS FINANCIAL BID PRESENTATION SHEET**

(Claim for Exchange Rate Adjustments)

(This Appendix begins on the next page)

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ANNEX AB to Volume 3  
ISS-OWSS FINANCIAL BID PRESENTATION SHEET  
APPENDIX 1 (Claim for Exchange Rate Adjustments)

Line No.	ITEMS DESCRIPTIONS	Column D1	Column D2	Column D3	Column D4	Column D5	Column E	Column F	Column G1	Column G2	Column G3	Column G4	Column G5	Column B1	Column B2	Column B3	Column B4	Column B5	
		(Year 1)	(Year 2)	(Year 3)	(Year 4)	(Year 5)	Currency	Conversion Factor (Initial)	(Year 1)	(Year 2)	(Year 3)	(Year 4)	(Year 5)	(Year 1)	(Year 2)	(Year 3)	(Year 4)	(Year 5)	
		Unit Price in foreign currency																	
		Price in CAN Funds																	
		Basis of payment's Unit Price																	
1	9.0 ISS-OWSS Provisioning of ISS Spare Parts:																		
2																			
3	9.1 Main Equipment																		
4	9.1.1 Integrated Soldier System - Electronics Suite (ISS-ES)																		
5	9.1.1.1 (ISS-ES Line-Replaceable Unit (LRU) 1)																		\$5.19
6	a) Canadian Currency Component (CCC)	\$1.00					CAD	1.00	\$1.00										
7	b) Foreign Currency Components (FCC):																		
8	i) US dollars	\$1.00					USD	1.0199	\$1.02										
9	ii) European Euro	€ 1.00					EUR	1.2631	\$1.26										
10	iii) U.K. pound sterling	£1.00					GBP	1.6290	\$1.63										
11	iv) Israeli new shekel	ILS 1.00					ILS	0.28	\$0.28										
12	9.1.1.1x (ISS-ES LRU x)																		
13	...																		
14	9.1.2 Universal Canaphone Set																		\$5.19
15	a) Canadian Currency Component (CCC)	\$1.00					CAD	1.00	\$1.00										
16	b) Foreign Currency Components (FCC):																		
17	i) US dollars	\$1.00					USD	1.0199	\$1.02										
18	ii) European Euro	€ 1.00					EUR	1.2631	\$1.26										
19	iii) U.K. pound sterling	£1.00					GBP	1.6290	\$1.63										
20	iv) Israeli new shekel	ILS 1.00					ILS	0.28	\$0.28										
21	9.1.3 ISS Battery Sets:																		
22	9.1.3.1 ISS Rechargeable Battery Set:																		
23	9.1.3.1.1 (Power Domain 1) Rechargeable Battery Set:																		
24	9.1.3.1.1.1 Power Domain Rechargeable Battery Pack:																		
25	9.1.3.1.1.1.1 Battery (Type)																		\$5.19
26	a) Canadian Currency Component (CCC)	\$1.00					CAD	1.00	\$1.00										
27	b) Foreign Currency Components (FCC):																		
28	i) US dollars	\$1.00					USD	1.0199	\$1.02										
29	ii) European Euro	€ 1.00					EUR	1.2631	\$1.26										
30	iii) U.K. pound sterling	£1.00					GBP	1.6290	\$1.63										
31	iv) Israeli new shekel	ILS 1.00					ILS	0.28	\$0.28										
32	9.1.3.1.1.1.2 Battery Loading/Storage Device																		\$5.19
33	a) Canadian Currency Component (CCC)	\$1.00					CAD	1.00	\$1.00										
34	b) Foreign Currency Components (FCC):																		
35	i) US dollars	\$1.00					USD	1.0199	\$1.02										
36	ii) European Euro	€ 1.00					EUR	1.2631	\$1.26										
37	iii) U.K. pound sterling	£1.00					GBP	1.6290	\$1.63										
38	iv) Israeli new shekel	ILS 1.00					ILS	0.28	\$0.28										
39	9.1.3.1.x (Power Domain x) Rechargeable Battery Set:																		
40	...																		
41	9.1.3.2 ISS Non-Rechargeable Battery Set:																		
42	...																		
43	9.1.4 ETC...																		

## Annex AC to Volume 3

# Security Requirement Check List (SRCL);



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W8476112965/002/RA - Amdmt #1
Security Classification / Classification de sécurité UNCLASS

### SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine National Defence	2. Branch or Directorate / Direction générale ou Direction ADM(MAT/DGLEPM/DSSPM)	
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Under the subject contract, the Contractor will be required to perform the Optimized Weapons System Support (OWSS) services for qty 1600 to 10000 Integrated Soldier Systems. The OWSS contract will include provision of Integrated Logistic Support (ILS) services such as training, Repair and Overhaul and technical investigation. The OWSS contract will also include product improvement activities with incremental design and implementation of additional capability and capacity to the initial ISS-S basic configuration provided under the Acquisition contract.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)	<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input checked="" type="checkbox"/>	Foreign / Étranger <input checked="" type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input checked="" type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>
Not releasable / À ne pas diffuser <input checked="" type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays: Canada and USA	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input checked="" type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>	NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>
SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET <input type="checkbox"/>	SECRET <input checked="" type="checkbox"/>
TOP SECRET <input type="checkbox"/>	COSMIC TRÈS SECRET <input type="checkbox"/>	TOP SECRET <input type="checkbox"/>
TRÈS SECRET <input type="checkbox"/>		TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) <input type="checkbox"/>
TRÈS SECRET (SIGINT) <input type="checkbox"/>		TRÈS SECRET (SIGINT) <input type="checkbox"/>

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## Annex AC to Volume 3 (Cont'd)



Contract Number / Numéro du contrat  
W8476112965/002/RA - Amdmt #1

Security Classification / Classification de sécurité  
UNCLASS

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  
If Yes, indicate the level of sensitivity.  
Dans l'affirmative, indiquer le niveau de sensibilité: Secret

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input checked="" type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:  
Commentaires spéciaux: \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

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Security Classification / Classification de sécurité UNCLASS

**PART C - (continued) / PARTIE C - (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC						
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET	
											A	B	C				
Information / Assets Renforcements / Biens Production						✓										✓	
IT Media / Support IT																	
IT Link / Lien électronique																	

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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Security Classification / Classification de sécurité  
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**ANNEX AD** to Volume 3

**NON-DISCLOSURE AGREEMENT**

INTEGRATED SOLDIER SYSTEM PROJECT (ISSP)

This Agreement made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_.

(Day number) (Month) (Year)

**BETWEEN** Her Majesty the Queen in Right of Canada as Represented by the Minister of Public Works and Government Services (the "Crown")

**AND** \_\_\_\_\_ receiving the unclassified  
 (Full legal name of organization in print)  
 information as constituted pursuant to the laws of \_\_\_\_\_ and having a  
 (Insert laws in print)  
 place of business at \_\_\_\_\_ (the "Recipient").  
 (Complete address in print)

Whereas the Crown has issued a Contract No. W8476-112965/002/RA, to provide Optimized Weapon System Support (OWSS) for the Integrated Soldier Systems;

Whereas in accordance with the provisions of the Contract the Crown has provided for the disclosure of certain information listed in the Appendix 1 of this Non-Disclosure Agreement ("Information"); and

Whereas the Recipient wishes to receive the Information solely for the purpose of executing the Contract;

Therefore, in consideration of the premises and the mutual promises, conditions and agreements of this Agreement the Parties hereto agree as follows:

1. Subject to the terms and conditions of this Agreement the Crown agrees to disclose the Information to the Recipient on an as requested basis.
2. The Recipient agrees that it shall use the Information solely for the purpose of executing the Contract and for no other purpose.
3. The Recipient acknowledges that the Information may be subject to certain proprietary rights belonging to various parties and shall not be used by the Recipient or disclosed to anyone at anytime except for the purposes of, and in accordance with, this Agreement and for no other purpose and shall ensure that its personnel do likewise.

RFP - N° de la DP W8476-112965/B	Amendement No. - N° de la modif.	Buyer ID - Id de l'acheteur 004RA
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4. The Recipient shall not disclose the Information to anyone unless and until the proposed recipient has signed an agreement in terms identical to this Agreement with the necessary changes to reflect names, addresses, offices and the like. Such disclosure shall be made only to a recipient with a need to know and solely for the purposes of executing the Contract.
5. The Recipient shall not copy, reproduce or otherwise duplicate the Information or any information reflecting the Information in whole or in part or allow others to do so for any purposes other than the execution of the Contract unless the Crown has given its express, prior, written approval.
6. Whether in storage or in use, the information shall be protected by the Recipient with the same degree of care as the Recipient uses to protect its own proprietary intellectual property of like importance against public disclosure, but in no case any less than reasonable care.
7. The Recipient shall return the Information when it is no longer required for the execution of the Contract, when required by the Crown to do so. In like fashion the Recipient shall return any copies it may have been allowed to make which are in a media that is capable of being sent following expiration of the Contract, shall destroy any other copies or any information reflecting the Information on any media whatsoever, and shall ensure that anyone to whom the Information has been divulged do likewise.
8. The obligations herein contained shall survive the expiration of the Contract and shall continue thereafter in full force and effect.
9. This Agreement shall be interpreted, and the relationship of the parties be determined, in accordance with the laws in force in the province of \_\_\_\_\_ (*NOTE: Bidders may, at their discretion, choose the applicable laws of a Canadian province or territory of their choice*) in Canada.

IN WITNESS THEREOF, this Agreement has been executed by duly authorized officers of

\_\_\_\_\_  
(Name of Recipient in print)

*(NOTE: Insert name of recipient in print)*

Per: \_\_\_\_\_  
(Name of duly authorized officer in print)

\_\_\_\_\_  
(Title of duly authorized officer in print)

\_\_\_\_\_  
(Signature of duly authorized officer)

\_\_\_\_\_  
(Date in print)

RFP - N° de la DP W8476-112965/B	Amendement No. - N° de la modif.	Buyer ID - Id de l'acheteur 004RA
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**NON-DISCLOSURE AGREEMENT**

INTEGRATED SOLDIER SYSTEM PROJECT (ISSP)

**Appendix 1**

**Applicable Document Reference Listing**

<u>Item</u>	<u>Reference</u>	<u>Title</u>
-------------	------------------	--------------

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Volume 3

# **MODULE B**

# **TO**

# **VOLUME 3**

## **ANNEX BA** to Volume 3

# **Industrial and Regional Benefits (IRB) Contract**

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## 1. Definitions

1.1. For the purpose of this Part, unless the context otherwise requires, the following definitions apply:

- 1.1.1. "Achieve", "Achieved", or "Achievement" in relation to any Commitment for Industrial and Regional Benefits (IRB), means the accomplishment of all or any part of an IRB Commitment;
- 1.1.2. "Achievement Period" or "IRB Achievement Period" means the period commencing on May 29, 2009 and ending with the end of this Contract;
- 1.1.3. "Allowable IF Investment" - For cash contributions, an Allowable IF Investment means: a grant; or, a purchase of common or preferred shares. It does not include either the purchase of debentures or a repayable loan. For in-kind contributions, an Allowable IF Investment means: a licence for intellectual property (authorization to use the licensed material); equipment (equipment, software or systems to develop new or improved goods/services); knowledge transfer (lending of an employee to provide technical or managerial know-how); or, marketing and sales support (lending of an employee to undertake marketing/sales activities and share market intelligence; or, a licence for brand or trademarks).
- 1.1.4. "Banked IRB Transaction" means an IRB Transaction that resides in the IRB Bank that has been approved in writing by the IRB Authority and has met the IRB Eligibility Criteria of Causality, Incrementality, Canadian Content Value and Eligible Party;
- 1.1.5. "Canadian Company" or "Canadian Corporation" means a commercial enterprise that is resident and operating in Canada and incorporated, registered or recognized as such, under federal or provincial legislation and which has ongoing business activities in Canada;
- 1.1.6. "Canadian Content Value" or "CCV" is as described in Article 4, Canadian Content Value;
- 1.1.7. "Capitalization" means the total value of a company's issued shares plus the value associated with instruments which can be converted into shares. For publicly traded companies, this is equal to the total number of issued shares multiplied by the market price plus the equity portion of any derivative instrument according to Canadian Generally Accepted Accounting Principles. For privately held companies, this is equal to the total number of issued shares multiplied by the most recent price at which they were sold plus the equity portion of any derivative instrument according to Canadian Generally Accepted Accounting Principles;
- 1.1.8. "Causality" means the criteria of the IRB Policy which stipulates that a proposed work package or "IRB Transaction" was brought about by an IRB Obligation to Canada as set forth in Article 5, Eligibility Criteria for IRB Transactions;
- 1.1.9. "Commercialization Activity" means a process through which economic value is extracted from knowledge through the production and sale of new or significantly improved goods and services. It can also include advertising, sales promotion and other marketing activities. Specific commercialization activities consist of: business and market planning; project feasibility studies; identifying customer needs; market engagement and testing; basic and applied research; experimental development; profitability analysis and financing; and, launch advertising.
- 1.1.10. "Commitment" or "IRB Commitment" means the Contractor's contractual obligation to achieve the CCV for IRB Transactions as set forth in Article 2, Statement of Work: IRB Commitments

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and Responsibilities;

- 1.1.11. "Consortium" or "Consortia" means a public-private partnership established with the intent of undertaking activities related to research and development, and which shall meet the criteria set out in Article 9, Investments made to Consortium;
- 1.1.12. "Designated Regions of Canada" means the following regions: the "Atlantic Region", consisting of the Provinces of Newfoundland and Labrador, Prince Edward Island, New Brunswick and Nova Scotia; the "Quebec Region", consisting of the Province of Quebec; the "Northern Ontario Region", consisting of that part of the Province of Ontario northward from the southern limits of Nipissing and Parry Sound Districts and west of the Ottawa River; and the "Western Region", consisting of the Provinces of Manitoba, Alberta, Saskatchewan, and British Columbia;
- 1.1.13. "Direct IRB Transaction", "Direct" or "Direct IRB" means an IRB Transaction that is entered into for the performance of any part of the Work under this Contract, and includes work on approved Global Value Chain (GVC) platforms as defined in Article 1.1.17;
- 1.1.14. "Eligibility Criteria" means those criteria, as defined in Article 5, Eligibility Criteria for IRB Transactions, which a proposed IRB Transaction shall meet in order to be accepted by the IRB Authority;
- 1.1.15. "Eligible Party" means the provider of the IRB, and consists of: the contractor, its parent corporation, and all its subsidiaries, divisions and subdivisions; and first tier suppliers related to the performance of any part of the Work under this Contract. Canadian companies (including first-tier suppliers) with less than 500 employees will not be accepted as Eligible Parties unless otherwise approved by the IRB Authority.
- 1.1.16. "Enhanced Priority Technology List" or "EPTL" refers to the list attached as Appendix BA4 which identifies the technologies required by Canada that meet the long-term needs of the Department of National Defence
- 1.1.17. "Global Value Chain" means a platform which is similar to the platform being proposed for the Integrated Soldier System Project and has a market potential (measured by market size and longevity) equal to or greater than the platform proposed for the Integrated Soldier System Project and offers significant opportunities for technological advancement, growth in the level of system integration, small and medium-sized business (SMB) participation, and have large-scale and sustainable acquisition and/or sustainment opportunities.
- 1.1.18. "IF Business Plan" means a complete and well-supported plan which: includes an executive summary; provides detailed company information and financial statements; describes the proposed IF project; details the specific IF activities, goals and duration; and, includes key market, risk and due diligence considerations.
- 1.1.19. "Import Replacement" refers to the production/manufacture of a good or the provision of a service in Canada that was formerly manufactured or provided from off-shore sources of supply;
- 1.1.20. "Incrementality" refers to the Eligibility Criteria outlined in Article 5.3, Eligibility Criteria for IRB Transactions which stipulates that an indirect IRB activity must include new work, over and above a baseline of similar previous business activity undertaken by the Contractor with the recipient;

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- 1.1.21. "Indirect IRB Transaction", "Indirect", or "Indirect IRB" means an IRB Transaction that is entered into for a business activity unrelated to the performance of any part of the Work under this Contract;
- 1.1.22. "Industrial and Regional Benefit" or "IRB" or "IRB Transaction" means a commercial or business activity that is carried out by means of a contract, including any purchase order, sales agreement, license agreement, letter of agreement or other similar instrument in writing, that has an identified dollar value, meets the Eligibility Criteria set forth in this Contract and has been approved by the IRB Authority;
- 1.1.23. "Investment Framework" or "IF" - means the method of assessing, valuing and calculating IRB credits associated with innovation-related investments made directly with Canadian SMB, as outlined in Article 10.
- 1.1.24. "IRB Authority" means the Minister of Industry or any other person designated by the Minister of Industry to act on the Minister's behalf. The IRB Authority is responsible for evaluating, monitoring, verifying and accepting IRB, and for assessing the Contractor's IRB performance under this Contract;
- 1.1.25. "IRB Credit" or "Credit" in relation to any IRB Commitment, means the Written Notice by the IRB Authority that an IRB has been achieved in whole or in part and that the Contractor's obligation has to that extent been fulfilled;
- 1.1.26. "IRB Investment" means an IRB Transaction which consists of an investment within Canada of a verifiable amount of money which fosters the production of goods or the performance of services by Canadian citizens or permanent residents as defined in the Immigration and Refugee Protection Act 2001, c.27, and which shall meet the criteria set forth in Article 7, Investment in Canada;
- 1.1.27. "IRB Plans" means the Contractor prepared IRB Plans which form part of this Contract: IRB Management Plan, dated **(to be inserted from Contractor's proposal)**, bearing reference number **(to be inserted from Contractor's proposal)**; IRB Regional Development Plan, dated **(to be inserted from Contractor's proposal)**, bearing reference number **(to be inserted from Contractor's proposal)**; and Small and Medium Business Development Plan, dated **(to be inserted from Contractor's proposal)**, bearing reference number **(to be inserted from Contractor's proposal)**;
- 1.1.28. "IRB Reporting Period" or "Reporting Period" means: Period 1, commencing on the first day of the IRB Achievement Period and ending on the last day of the twelfth month after the Effective Date of contract and a consecutive twelve month increment following Period 1 (Periods 2,3, etc) until the end of the IRB Achievement Period;
- 1.1.29. "Major Obligor" means a company which holds contractual commitments for IRB Obligations in Canada in excess of \$1 billion;
- 1.1.30. "Mutual Abatement" or "IRB swap" means a reduction of the Contractor's IRB Obligation in exchange for the reduction of a Canadian company's obligations to a foreign offset authority;
- 1.1.31. "Over-achievement" in relation to any IRB Commitment, means the degree or amount by which the Contractor's IRB Credit measured in terms of CCV, granted during the IRB Achievement Period for an IRB Transaction is greater than the IRB Commitment for that IRB Transaction;

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- 1.1.32. "Pooling" refers to combining IRB Obligations so that an IRB credit achieved on a single IRB Transaction may be applied over several discrete IRB Obligations;
- 1.1.33. "Research and Development (R&D) activity" means a scientific investigation that explores the development of new goods and services, new inputs into production, new methods of producing goods and services, or new ways of operating and managing organizations. Specific R&D activities consist of: standard test/measurement/analysis; test/measurement/analysis report; specific thermo-mechanical analysis methodology development projects; product/process design/engineering; customized product/process/technology development project; related evaluation and feasibility studies; applied research projects for new product concepts, new technology platforms and new test/measurement/analysis; basic scientific research for creating better understanding and insights in new phenomena; research to advance scientific knowledge with or without a specific practical application in view; and support work in engineering, design, operations research, mathematical analysis, computer programming, data collection, testing or research.
- 1.1.34. "Shortfall" in relation to any IRB Commitment, means the CCV amount by which the Contractor fails to achieve its Commitment in the IRB Reporting Periods;
- 1.1.35. "Small and Medium Business" or "SMB" means a Canadian-based, independently-owned and operated manufacturer or service company with fewer than 250 full-time personnel as of the date of entering into an eligible IRB Transaction. Agents and distributors of foreign goods and services as well as subsidiaries of large firms do not qualify as Small and Medium Business;
- 1.1.36. "Semi-processed Goods" means goods converted from their natural state of a raw material through the use of a specialized process into a state of readiness for use or assembly into a final product.
- 1.1.37. "Strategic Plan" means a document which describes the Contractor's broad corporate business development plans for Canada and how these plans may translate into strategic IRB activities, as set forth in Article 12, Strategic Plans;
- 1.1.38. "Technology Cooperation," "Technology and Skills Cooperation", "IRB Technology Cooperation" and "Technology Transfer" consists of the granting of a license, and the transmission of a usable body of knowledge to a Canadian company. Technology Cooperation has no imputed value based on development, but is measured in CCV of future sales resulting from the cooperation output by the IRB Recipient and shall meet the criteria set forth in Article 6, Technology and Skills Cooperation;
- 1.1.39. "Venture Capital Fund" or "VCF" means a pooled group of investments directed at assisting the growth of Canadian Small Businesses and which is managed by a third party and which shall meet the criteria set forth in Article 8, Third Party Investments/Venture Capital Funds for Small Business;
- 1.1.40. "World Product Mandate" means a long term supplier relationship between the Contractor or an Eligible Party and a Canadian company whereby the Canadian company has been legally authorized to carry out and has sole responsibility for specific activities including the design, development, intellectual property, manufacture and marketing related to the supply of products, components, modules or services destined for the domestic and world markets. The CCV of the product is calculated as described in Article 19, World Product Mandate.

## 2. Statement of Work: IRB Commitments and Responsibilities

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- 2.1. Through the implementation of the IRB Management Plan, the Regional Development Plan and the Small and Medium Business Development Plan detailed in Article 1.1.27, the Contractor shall by the end of the Achievement Period:
- 2.1.1. achieve \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal - at least 100% of contract value)** in CCV as Direct and Indirect IRB Transactions as specified in the Contractor's proposal;
- 2.1.2. achieve \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)** in CCV as Direct IRB Transactions related to the Integrated Soldier System Project as specified in the Contractor's proposal;
- 2.1.3. achieve \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)** in CCV as Indirect IRB Transactions related to the Integrated Soldier System Project as specified in the Contractor's proposal;
- 2.1.4. achieve \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)** in CCV, as Direct and Indirect IRB Transactions in the regions of Canada, as specified in the Contractor's proposal, as follows:
- 2.1.4.1. Atlantic \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)**
- 2.1.4.2. Quebec \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)**
- 2.1.4.3. Northern Ontario \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)**
- 2.1.4.4. Ontario (excluding Northern Ontario) \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)**
- 2.1.4.5. West \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal)**
- 2.1.4.6. Unallocated \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal);**
- 2.1.5. achieve \$ \_\_\_\_\_ **(to be inserted from Contractor's proposal – at least 15% of contract value)** in CCV for Direct and Indirect Small and Medium Business Development IRB Transactions as specified in the Contractor's proposal;
- 2.1.6. achieve \$ *(to be inserted from Contractor's proposal – at least 5% of contract value)* in CCV, as Direct and Indirect IRB transactions as specified in Appendix BA1, in technology areas related to the Enhanced Priority Technology List (EPTL), attached as Appendix BA4;
- 2.1.7. carry out each and every IRB Transaction as per the IRB Transaction Sheets attached at Appendix BA1;
- 2.1.8. commits to Unallocated IRB valued at \$ \_\_\_\_\_ **(to be inserted from the Contractor's proposal)** and to achieving these within the IRB Achievement Period. As new and/or unallocated IRB Transactions are identified by the Contractor and approved by the IRB Authority, the Direct, Indirect, Regional and Small Business and EPTL IRB Commitments in Clauses 2.1.2, 2.1.3, 2.1.4, 2.1.5, and 2.1.6 will be adjusted as applicable;
- 2.1.9. shall submit to the IRB Authority, no later than one (1) year after the Effective Date of this Contract, acceptable IRB Transactions which are detailed, fully described and which bring the

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cumulative total of identified acceptable IRB Transactions to a minimum of 60% of the contract value, measured in CCV;

2.1.10. shall submit to the IRB Authority, three (3) years after the Effective Date of this Contract, acceptable IRB Transactions which are detailed, fully described and which bring the cumulative total of identified acceptable IRB Transactions to 100% of the contract value, measured in CCV;

2.2. The Contractor shall submit to the IRB Authority, through the Contracting Authority, annual IRB Reports based on the performance achieved during the IRB Reporting Periods defined in this Contract. These reports shall be submitted sixty (60) calendar days after the end of the annual IRB Reporting Period.

2.2.1. As evidence of the Contractor's achievement of IRB Commitments, the Contractor shall provide, appended to the Annual IRB Reports, a Certificate of Compliance, as set forth in Appendix BA2 to this Contract, signed by the senior company Comptroller in respect of each IRB Transaction for which there was activity in that IRB Reporting Period. This Certificate of Compliance also covers those IRB achievements of the Contractor's sub-contractors and/or its Eligible Parties.

### **3. IRB Reporting**

3.1. Each annual IRB Report shall consist of four parts, as outlined in the following sub-paragraphs:

3.1.1. part A: The CCV achieved in total since the beginning of the IRB Achievement Period for each of the Tables found at Appendix BA1;

3.1.2. part B: The CCV achieved since the last Annual IRB Report for each of the Tables found at Appendix BA1;

3.1.3. part C: For each IRB transaction being reported, describe any significant achievements, activities, delays or problems which could impact on the implementation of the IRB portion of the Contract and provide a plan of action to resolve any difficulties; and

3.1.4. part D: A summary that includes:

3.1.4.1. the total amount of progress payment requests or invoices submitted by the Contractor for Work completed since the Effective Date;

3.1.4.2. a forecast of IRB achievements;

3.1.4.3. a description of Small and Medium Business development activities undertaken during the reporting period;

3.1.4.4. an explanation of any IRB Shortfall in achievement evident from the data in Part A, and a plan of action to resolve the problem;

3.1.4.5. a list of IRB Authority approved IRB Transactions which have been cancelled, terminated, added or substantially altered during the reporting period, the details of any requested changes, their status vis-a-vis contract amendment, and the reasons therefore;

3.1.4.6. a brief narrative describing, on an exception basis, any noteworthy developments with respect to Small and Medium Business; and

3.1.4.7. a description and explanation of any changes to the IRB Management Plan.

#### **4. Canadian Content Value (CCV)**

4.1. The CCV of any Direct and Indirect Transaction shall be determined by the Net Selling Price Method or the Cost Aggregate Method.

4.1.1. Net Selling Price Method: A product which bears a substantiated selling price may have its CCV determined as follows:

4.1.1.1. the Net Selling Price is that total selling price of the product, less the applicable customs duties, excise taxes and applicable GST, HST and all provincial sales taxes; and

4.1.1.2. the CCV is the Net Selling Price less any costs incurred as set out in Clause 4.2.

4.1.2. Cost Aggregate Method: for any product, service or activity which cannot be assigned a substantiated selling price, the CCV shall be the aggregate of the following:

4.1.2.1. the cost of parts produced in Canada, and the cost of materials to the extent that they are of Canadian origin, that are incorporated in the equipment in the factory of the manufacturer in Canada, including parts or materials to the extent that the IRB Authority can verify that they are of Canadian origin and have been exported from Canada and subsequently imported into Canada as parts or finished goods;

4.1.2.2. transportation costs, including insurance charges incurred in transporting parts and materials from a Canadian supplier or frontier port of entry to the factory of the manufacturer in Canada for incorporation in the equipment, to the extent that such costs are not included in the foregoing paragraph; and

4.1.2.3. such part of the following costs, exclusive of GST, HST, all provincial sales taxes, excise taxes, royalties and license fees paid outside of Canada, as are reasonably attributable to the production or implementation of the equipment, service or activity:

4.1.2.3.1. wages and salaries paid for direct and indirect production and non-production labour in Canada paid to Canadians or to permanent residents as defined in the Immigration and Refugee Protection Act 2001, c.27;

4.1.2.3.2. materials used in the Work but not incorporated in the final products;

4.1.2.3.3. light, heat, power and water;

4.1.2.3.4. workers compensation, employment insurance and group insurance premiums, pension contributions and similar expenses incurred with respect to labour referred to above in sub-paragraph 4.1.2.3.1;

4.1.2.3.5. taxes on land and buildings in Canada;

4.1.2.3.6. fire and other insurance premiums relative to production inventories and the

production plant and its equipment, paid to a company authorized by the laws of Canada or any province to carry on business in Canada or such province;

- 4.1.2.3.7. insurance purchased specifically from a company authorized by the laws of Canada or any province to carry on business in Canada or such province;
- 4.1.2.3.8. rent of factory or office premises paid to a registered owner in Canada;
- 4.1.2.3.9. maintenance and repairs to buildings, machinery and equipment used for production purposes that is executed in Canada;
- 4.1.2.3.10. tools, dies, jigs, fixtures and other similar plant equipment items of a non-permanent nature that have been designed, developed or manufactured in Canada;
- 4.1.2.3.11. engineering and professional services, experimental work and product or process development work executed and completed in Canada;
- 4.1.2.3.12. pertinent miscellaneous factory and office expenses, such as administrative and general expenses, including profits earned in Canada, depreciation with respect to production machinery and permanent plant equipment and the installation costs of such machinery and equipment; and a capital allowance not exceeding five per cent of the total capital outlay incurred for buildings in Canada owned by the producer of the work;
- 4.1.2.3.13. fees paid for services not elsewhere specified; and
- 4.1.2.3.14. pre-tax net profit upon which Canadian taxes are paid or are payable.

**4.2. Costs or Business Activities that are ineligible for IRB Credit:**

- 4.2.1. the value of materials, labour and services imported into Canada;
- 4.2.2. in the case of Indirect IRB, the value of raw materials and semi-processed goods exported from Canada;
- 4.2.3. the value of any living, relocation costs and remuneration paid for work on the Project;
- 4.2.4. the amount of all Canadian Excise Taxes, Import Duties, Federal and Provincial Sales Taxes, Goods and Services Taxes, Harmonized Sales Taxes and other Canadian duties;
- 4.2.5. the value of goods and services with respect to which credit has been received or is being claimed by the Contractor or its Eligible Parties as an IRB to Canada under any other IRB agreement;
- 4.2.6. any proposal or bid preparations costs;
- 4.2.7. all transportation costs not covered under Clause 4.1.2.2;
- 4.2.8. obligations of the Federal Government e.g. government furnished equipment;
- 4.2.9. licence fees paid by the Canadian IRB recipient and any on-going royalty payments;

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- 4.2.10. IRB Transactions claimed by a Contractor that pertain to its influence or that of one of its Eligible Parties over their own country's Purchasing Agent/Department or the Purchasing Agent/Department of another country;
- 4.2.11. interest costs associated with Letters of Credit or other financial instruments to support IRB Investments; and
- 4.2.12. fees paid to third-party consultants or agents for work related to gaining IRB Credit against this Contract. This includes, but is not limited to, providing advice on the IRB Policy, preparation of IRB transactions and/or reports, representing the interests of the Contractor to the IRB Authority, and/or searching for potential recipient firms.

## 5. Eligibility Criteria for IRB Transactions

**General:** Wherever possible, the IRB Authority will confirm IRB eligibility prior to a proposed IRB Transaction being accepted into the contract.

- 5.1.1 The IRB Authority reserves the right to validate IRB eligibility for any or all IRB Transactions identified in Appendix BA1 within one year of Contract Award. The IRB Authority shall submit to the Contractor within one year of Contract Award a written notice of the IRB Transactions that the IRB Authority wishes to validate. Once the request is made, the Contractor shall have 60 calendar days to submit a package in support of their IRB eligibility claims.
  - 5.1.2 Should the Contractor be unable to satisfy the IRB Authority that the IRB Transaction has met the Eligibility Criteria, future IRB Credits will not be granted and a substitute IRB Transaction will be sought from the Contractor.
  - 5.1.3 Contractors should note that all IRB transactions are subject to annual reporting and verification before IRB credits are confirmed. Should new information arise during verification that seriously calls in to question the eligibility of an IRB Transaction, the IRB Authority will review and investigate as soon as possible.
- 5.2 Causality** - each IRB Transaction shall be one which was clearly and demonstrably brought about by either the Contractor or one of the Contractor's Eligible Parties as a result of a current or anticipated IRB Obligation to Canada. It shall not be one which probably would have been entered into if an IRB obligation had not existed. Causality may be demonstrated to a specific project or more broadly to a company's IRB obligation in general.
- 5.2.1 The responsibility for demonstrating Causality lies with the Contractor or its Eligible Party, not the IRB recipient.
  - 5.2.2 Given the large volume of defence procurements, Contractors and their Eligible Parties are often engaged in IRB planning and execution on several projects with IRB obligations. Therefore, causality may be demonstrated to a specific project or more broadly to a company's IRB obligations in general.
    - 5.2.2.1 The Contractor or its Eligible Party must demonstrate causality beyond generic statements on the transaction sheet. They should provide a clear statement on Causality, which outlines the details involved in their decision about a procurement or investment activity.
    - 5.2.2.2 As IRB activities should make good business sense to the Contractor or Eligible Party, the causality provision does not require that the IRB obligation be a company's only decision-

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making factor. However, the Contractor or its Eligible Party must show the link between Canada's IRB Policy and their decisions related to the IRB activity.

5.2.2.3 As further demonstration of Causality to this Contract, the IRB Authority's written approval for a proposed IRB Transaction shall be obtained prior to the Contractor, on behalf of itself, its Eligible Parties and Canadian recipients, making public announcement, media or press releases related to the proposed business activities. Failure to do so may result in the rejection of the business activity as an IRB under the Contract.

5.2.3 The Contractor or its Eligible Parties must provide clear evidence of causality. Failure to provide sufficient evidence of causality will result in the ineligibility of the IRB Transaction.

5.2.3.1 Evidence of Causality includes a history of events in the development of an IRB Transaction and any supporting written documentation. Contractors or its Eligible Party should provide as much detailed supporting documentation as possible at the time of the IRB Transaction submission that supports the statement on Causality. This documentation may include but not be limited to: internal emails, official correspondence, meeting notes, corporate presentations, etc. The IRB Authority seeks documentary evidence that links decisions regarding the IRB transaction to the donor's IRB obligation.

**5.3 Timing** - IRB Transactions shall be implemented within the Achievement Period. IRB Transactions or substitute IRB Transactions identified after the Effective Date will only be accepted provided the activity meets the IRB Eligibility Criteria and does not occur prior to the date of identification of the IRB Transaction.

**5.4 Incrementality** - where an Indirect IRB Transaction is for the purchase of goods or services from a Canadian source, and such goods and services are similar to those that the purchaser had acquired in Canada prior to the date of identification of the IRB Transaction:

5.4.1 The CCV of the IRB Transaction shall be determined only with respect to the increase that the IRB Transaction will provide over the average amount of orders placed by that purchaser for those goods or services from the Canadian source during the three years preceding the date of identification of the IRB Transaction.

5.1. **Eligible Party** - IRB Transactions shall be undertaken by an Eligible Party as defined in this Contract. In any case, the Contractor shall be 100% responsible for IRB Commitments, regardless of flow down to Eligible Parties. A list of approved Eligible Parties for the Integrated Soldier Systems Project Contract is found in Article 32.

## **6. Technology and Skills Cooperation**

- 6.1. In order to qualify as a technology and skills cooperation IRB Transaction, the activity shall meet the following criteria:
  - 6.1.1. technology shall be in a form that is sufficiently complete to allow the Canadian recipient to apply the knowledge to existing or new products or processes;
  - 6.1.2. technology shall be proprietary, current and equivalent to or better than that used on the ISS Project;
  - 6.1.3. all required licenses or permits to facilitate the sale of products/services domestically or for export shall be included;
  - 6.1.4. the transferor shall make available all engineering and technical advice and assistance required to exploit and keep current the transferred technology and all related information (drawings, methods of application, etc.);
  - 6.1.5. the Canadian company shall have access to domestic and foreign markets and have the resources to exploit the technology in these markets;
  - 6.1.6. the technology shall be exploitable in terms of the capability (financial and technical) of the Canadian company to use and keep it current;
  - 6.1.7. the Contractor shall make available, upon request by the IRB Authority, the licensing agreement with the Canadian recipient. Failure to do so will result in the technology and skills cooperation IRB Transaction being rejected.
- 6.2. The technology and skills cooperation shall be measured in Canadian Content Value of the future sales, export sales or import replacement, of goods or services by the Canadian company as a result of the technology and skills cooperation. In addition, the Contractor may be credited for reasonable costs incurred as a result of the technology and skills cooperation once the achievement in future sales surpasses the cost of the technology and skills cooperation. Reasonable costs incurred include:
  - 6.2.1. training costs;
  - 6.2.2. set-up of infrastructure needed to exploit the technology; and
  - 6.2.3. any others as deemed reasonable by the IRB Authority.
- 6.3. IRB in the form of technology and skills cooperation with Canadian companies may include activities such as:
  - 6.3.1. participation in the design, development and manufacture of new or improved systems;
  - 6.3.2. the provision of new process technologies that will enhance Canadian industry by improving their capabilities in present product lines and enhance their export potential; and
  - 6.3.3. the provision of licences which will allow Canadian companies to manufacture new or existing components of major systems for export sale and import replacement.
- 6.4. All costs to develop the technology shall be ineligible for IRB credit.

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## 7. Investment in Canada

7.1. IRB can be derived from activities such as investment in Canada. These investments shall meet the IRB Eligibility Criteria and shall be made directly by the Contractor or its Eligible Party and placed directly with a Canadian recipient.

7.1.1. The Contractor will be credited the CCV of future sales resulting from the specific investment, and the amount of the investment, once the Achievement surpasses the amount of the initial investment. The credited future sales will be prorated by multiplying the applicable sales to the ratio of the Contractor's own direct investment in the company relative to that company's Capitalization at the time the investment was made once the accepted IRB credits surpasses the amount of the total investment.

Credited Future Sales =

Applicable Sales X  $\frac{\text{Contractor's own direct investment in Canadian Recipient}}{\text{Canadian Recipient's Capitalization at the time the investment was made}}$

7.2. The investment shall be for the purchase of equity such as common shares or preferred shares. Use of the investment to purchase debentures is not permitted.

7.3. The investment made by the Contractor or its Eligible Parties shall remain placed with the Canadian recipient for a minimum of three (3) years, starting from the date the investment is placed with the recipient. Failure to do so will result in the immediate clawback of all IRB approved credits for the IRB Transaction by the IRB Authority. No further IRB credits will be approved for that particular transaction.

7.4. In the event the Contractor or an Eligible Party invests in its own Canadian facilities, the investment and the incremental sales resulting from that investment are eligible for IRB credit, assuming the investment itself is causal to the IRB obligations of the Contractor or Eligible Party. This is also provided that the investment results in a net benefit to Canada and that the transaction does not result in overcapacity, shutdowns of existing companies or losses of prospective sales by existing companies in Canada.

7.5. The capital associated with the purchase of a Canadian company that is considered a "going concern" is not an eligible investment for IRB purposes. If the investment is for a Canadian company that has declared bankruptcy, then the investment can be counted for IRB purposes.

7.6. Investment transactions may include:

7.6.1. the establishment or enhancement of a Canadian facility or project which will develop Canada's advanced technology industries, and provide a capability that does not already exist in Canada. Consideration on the eligibility of the proposed IRB transaction will also be based on whether the transaction results in overcapacity, shutdowns of existing companies or losses of prospective sales by existing companies in Canada; or

7.6.2. the development of joint ventures with Canadian firms, which will contribute to their long-term viability and increase sales in both domestic and international markets.

## 8. Third Party Investments/Venture Capital Funds for Small Business

8.1. In any instance where the Contractor or its Eligible Party is not placing an investment directly with

a Canadian recipient, and is utilizing a third party to manage such investments, the method of crediting such investments will be as detailed in this Clause. Any organization which manages investments such as, but not limited to Banks, Trust Companies, Venture Capital Funds, and Investment Companies, will not be an Eligible Party to the Contract, but will be deemed a third party. A portion of a Contractor's investment may come from the placement of funds into a Venture Capital Fund (VCF) directed at assisting the growth of Canadian small businesses through their development and exploitation of new technologies. The multiplied IRB credit related to these investments shall not exceed 5% of the IRB Commitment Value. Contributions in support of Canadian small business are permitted within the following parameters:

#### 8.1.1. **Timing**

8.1.1.1. IRB credit can be claimed when:

- 8.1.1.1.1. the Contractor makes a financial contribution to a qualifying VCF. Only the face value of the contribution, measured in Canadian dollars, can be sought as an IRB at this time; and
- 8.1.1.1.2. the VCF Manager invests funds with a Canadian small business and the funds remain placed with the Canadian recipient for a minimum of three (3) years, starting from the date the funds are placed. Failure to do so will result in the immediate clawback of all IRB credits claimed or approved for the IRB Transaction by the IRB Authority.

8.1.1.2. All VCF related IRB credits claimed by the Contractor are subject to verification and approval by the IRB Authority before IRB credits are accepted.

#### 8.1.2. **Scope**

8.1.2.1. (Privately held) small business recipients of the VCF investment shall have 50 employees or less (service based industries) or 100 employees or less (manufacturing based industries) at the commencement of the investment.

8.1.2.2. Initial investments by the VCF Manager, including co-investments, in eligible small businesses cannot exceed \$1M.

8.1.2.3. Small business recipients will generally be involved in the development, manufacture or commercialization of a technologically advanced product or service in one of the following sectors:

- 8.1.2.3.1. Life sciences (biotechnology, medical devices and pharmaceuticals)
- 8.1.2.3.2. Health
- 8.1.2.3.3. Advanced materials
- 8.1.2.3.4. Advanced manufacturing
- 8.1.2.3.5. Environment
- 8.1.2.3.6. Information and communications technologies, and
- 8.1.2.3.7. Aerospace and defence

8.1.2.4. Only Canadian registered and managed VCFs which support the above industrial sectors will be acceptable. The Contractor will have to provide evidence that a high percentage of a chosen fund's investment activity is with companies that are in the above sectors.

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### 8.1.3. **Multiplier for IRB Credit purposes**

8.1.3.1. The multiplier for IRB credit purposes is 5:1. The IRB credit will be given for the initial contribution at the time of the deposit to the VCF by the Contractor. The IRB credit that makes up the remaining multiples will be offered when the VCF Manager assigns the funds to a Canadian small business and the funds remain placed with the Canadian recipient for a minimum of three (3) years, starting from the date the funds are placed. The maximum multiplied IRB credit for the Project is 5% of the IRB Commitment Value.

### 8.1.4. **Limitation to Third Party Investments/Venture Capital Funds for Small Business**

8.1.4.1. Once a small business reaches the Initial Public Offering stage, no further IRB credit will be granted by the IRB Authority for further VCF investment to the Canadian small business.

### 8.1.5. **Performance Guarantees**

8.1.5.1. IRB Transaction sheets related to qualifying VCF transactions are stated in the multiplied value of the proposed contributions to the VCF. This multiplied value is part of the Contractor's total IRB commitment, and as such is subject to the performance guarantees stipulated in this Contract.

8.1.5.2. If the Contractor fails to achieve an approved IRB Transaction involving a VCF, the full "multiplied" value of its IRB Commitment shall be made up with other IRB activities that meet the IRB Eligibility Criteria. Substitute transactions will not be subject to the multiplier.

## 9. **Investments made to Consortium**

9.1. In any instance where the Contractor or its Eligible Party invests in research and development through a consortium, the method of crediting such investments will be as detailed in this Clause.

### 9.1.1. **Timing**

9.1.1.1. IRB credit can be claimed when:

9.1.1.1.1. the Contractor makes a financial contribution to a qualifying consortium; and

9.1.1.1.2. the Consortium partner(s) make their contribution the consortium.

9.1.1.2. All Consortia related IRB credits claimed by the Contractor are subject to annual reporting and verification and approval by the IRB Authority before IRB credits are approved.

### 9.1.2. **Scope**

9.1.2.1. A Consortium shall be considered as an association between the Contractor(s), Canadian company(s) and Canadian research institute(s). The association shall consist of a minimum of:

9.1.2.1.1. the Contractor or its Eligible Party; and

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9.1.2.1.2. a minimum of one (1) publicly or privately owned Canadian company; and

9.1.2.1.3. a minimum of one (1) post-secondary or public research institutions.

9.1.2.2. Involvement of non-Canadian company(s) in the consortia shall be permitted. The combined total investment from foreign sources shall not exceed fifty (50) percent of the Consortium value.

9.1.2.3. The Contractor shall not be able to claim its Consortium partner(s) as Eligible Parties to this Contract. In cases where an existing Eligible Party to the Contract participates in a Consortium, a separate IRB Transaction Sheet shall be submitted that describes the Eligible Parties' involvement in the Consortium to claim credits for contributions leveraged by the Eligible Party. At no time shall the Contractor and Eligible Party be able to claim for the same contributions.

9.1.2.4. In addition to demonstrating Causality, the Contractor shall be responsible for demonstrating how its involvement in the Consortium leveraged the investments from the other parties involved.

9.1.2.5. The Contractor may choose to invest in an existing Consortium and will be credited for its investment into the Consortium. In order to receive credit for funds invested by other companies, the Contractor must demonstrate that the additional funds invested into the Consortium were the result of the Contractor's participation. The Contractor will not receive credit for funds already existing in the Consortium prior to their participation.

9.1.2.6. The Contractor will not be eligible to claim IRB on any funds leveraged by other parties and applied to other IRB obligations. In cases where multiple contractors with IRB obligations are involved in a Consortium, each of these contractors may be eligible to receive IRB credit for their own contribution and that of the partners they attract to the Consortium.

9.1.2.7. Contributions to the Consortium may take the form of in-kind donations. These donations will not be eligible for a multiplier. In the case of equipment, tools and other final goods, credit for these shall be given based on an assessment to be undertaken by a Third Party to this Contract solely at the cost of the Contractor. Donations that cannot be assessed by a Third Party may be credited for reasonable costs incurred. The costs of these assessments will not be eligible for IRB Credit.

9.1.2.8. The future sales that may arise from the Consortium will not be considered for IRB Credit under this Clause. Should the Contractor procure goods and services from the Consortium, the purchase will be considered as a separate IRB Transaction. No multiplier will be applied to these future sales.

**9.1.3. Multiplier for IRB Credit purposes**

9.1.3.1. The multiplier for IRB credit purposes shall be credited as follows. An initial value shall be the sum of the following:

9.1.3.1.1. the value of cash contributions from the Contractor to the Consortium; and,

9.1.3.1.2. the value of cash contributions from other eligible participants, leveraged by the

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Contractor's participation in the Consortium, up to a maximum value equal to that of the Contractors contribution.

9.1.3.2. However, the following will not be eligible for IRB Credit:

9.1.3.2.1. contributions from post-secondary institutions and not-for-profit research and development institutions shall not be counted towards the Contractor's obligations; and

9.1.3.2.2. direct contributions from all levels of government into the Consortium.

9.1.3.3. Once an initial value is established, the Contractor shall receive a five (5x) times multiplier on the initial value.

9.1.3.4. When a Consortium IRB Transaction is submitted, the Contractor must identify the manner that it proposes to calculate the regional distribution. The Contractor may opt to make regional commitments based on where funding for the Consortia originates as a proportion of the total Canadian funding. Alternatively, the Contractor may opt to make regional commitments based on where the work associated with the Consortium is taking place. In either situation, once a Contractor selects a regional calculation, the Contractor will be held to this selection.

#### 9.1.4. **Performance Guarantees**

9.1.4.1. IRB Transaction sheets related to qualifying Consortium transactions are stated in the multiplied value of the proposed contributions to the Consortium. This multiplied value is part of the Contractor's total IRB commitment, and as such is subject to the performance guarantees stipulated in this Contract.

9.1.4.2. If the Contractor fails to achieve an approved IRB Transaction involving a Consortium, the full "multiplied" value of its IRB Commitment shall be made up with other IRB activities that meet the IRB Eligibility Criteria. Substitute transactions will not automatically be subject to a multiplier.

### 10. **Indirect Transactions**

10.1. An Indirect IRB in the form of a purchase of goods or services, not specifically for use in the Work, shall be equivalent level of technology to the Project with applications in Canadian advanced technology industries. A credit for these purchases will be given equal to their CCV under the following conditions:

10.1.1. if the CCV is less than 30 percent of the total content for a given activity, then this activity will not qualify as a IRB Transaction; and,

10.1.2. if the CCV is equal or greater than 30 percent, then the CCV will qualify as an IRB.

### 11. **Direct IRB Transactions**

11.1. Direct IRB Transactions are those achieved through the provision of the goods and services required to deliver the Integrated Soldier System Project or achieved through the provision of goods and/or services on approved Global Value Chain (GVC) platforms.

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- 11.2. Canadian resources should be utilized to the maximum extent possible to develop, produce, integrate, deliver and support the Integrated Soldier System Project. Eligible areas of involvement include hardware and software, project management, systems design, engineering and integration, programming and independent validation and verification, installation engineering and site installation, and transportation.
- 11.3. An eligible Global Value Chain (GVC) platform must be similar to the platform being proposed for the Integrated Soldier System Project and has a market potential (measured by market size and longevity) equal to or greater than the platform proposed for the Integrated Soldier System Project and one that offers significant opportunities for technological advancement, growth in the level of system integration, small and medium-sized business (SMB) participation, and have large-scale and sustainable acquisition and/or sustainment opportunities.
- 11.4. Activities associated with GVC platforms include, but are not limited to, pre-commercialization activities (e.g. collaborative technology development and demonstration projects), production activities (e.g. definition, design, and manufacturing) and In-Service Support activities.
- 11.5. A list of approved GVC platforms is found in Article 33.1. The IRB Authority reserves the right to seek validation of the eligibility of the GVC platforms found in Article 33.1, within one year of the Effective Date of the Contract. The IRB Authority shall submit to the Contractor within one year of the Effective Date of the Contract a written notice of the GVC platforms that the IRB Authority wishes to validate. Once the request is made, the Contractor shall have 60 calendar days to submit a package in support of their GVC eligibility claims. Should a GVC platform be found to not meet the GVC criteria (outlined in article 11.3), any IRB Transactions involving that platform will not be eligible to be used towards meeting the minimum Direct requirement outlined in article 2.1.2.

## **12. Strategic Plans**

- 12.1. Major Obligors to Canada are required to submit a Strategic Plan to the IRB Authority annually. If the Contractor is a Major Obligor, as defined in Article 1.1.29, then;
- 12.1.1. The Contractor and the IRB Authority will meet annually to update, review and discuss the Contractor's Strategic Plan.
- 12.1.2. Representatives at senior levels of the corporation and senior levels of Industry Canada will be available for annual meetings.
- 12.2. The Contractor's Strategic Plan should include:
- 12.2.1. a description of the Contractor's broad corporate plans for Canada over the medium-term (3-5 years) and long-term (5+ years);
- 12.2.2. how these corporate plans may translate into IRB activities
- 12.2.3. an overview of the Contractor's current and anticipated IRB Obligations to Canada
- 12.2.4. IRB Partnerships with tier-one suppliers or other Eligible Parties.
- 12.3. Contractor's with multiple IRB Obligations totalling less than \$1 billion may also submit a Strategic Plan to the IRB Authority, however neither the IRB Authority or the Contractor will be required to meet annually to discuss the Strategic Plan.

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- 12.4. Major Obligors submitting a Strategic Plan may be permitted to “pool” high value, strategic IRB business activities.
- 12.5. Pooled IRB Transactions must meet the following criteria:
- 12.5.1. meet the IRB Eligibility Criteria as described in Article 5, Eligibility Criteria for IRB Transactions;
- 12.5.2. have a value of over \$100 million measured in CCV;
- 12.5.3. provide long term impact to the Canadian recipient including R&D support, first purchase of innovative Canadian technologies, market leadership, world product mandate, global value chain activities, or technology advancement.
13. **Investment Framework (IF)**
- 13.1. IRB Transactions may involve R&D or commercialization investments made directly with a Canadian SMB. The methods of assessing, valuing and crediting these investments are detailed in this clause.
- 13.2. Proposed IF activities will be reviewed, approved and awarded by the IRB Authority using the following gate process:
- Gate 1 - Term Sheet Eligibility
  - Gate 2 - Investment Valuation
  - Gate 3 - Determination of IRB Credits and Transaction Sheet Approval
  - Gate 4 - Monitoring and Award of IRB Credit
- 13.2.1. Gate 1, Term Sheet Eligibility - Proposed IF activities must meet all six of the following eligibility criteria:
- 13.2.1.1. Investment must be linked to research and development (R&D) and/or commercialization activities, as defined in this Contract;
  - 13.2.1.2. Investment must be with a Canadian SMB, as defined in this Contract;
  - 13.2.1.3. Investment must meet the IRB Eligibility Criteria, as defined in this Contract;
  - 13.2.1.4. Investment must be an Allowable IF Investment, as defined in this Contract;
  - 13.2.1.5. IF activity must have a duration of at least five (5) continuous years, beginning at the date the investment is made; and,
  - 13.2.1.6. A complete IF Business Plan, as defined in this Contract, must be submitted to the IRB Authority.
- 13.2.2. Gate 2, Investment Valuation – Eligible IF activities will be valued, using the following methods:
- 13.2.2.1. Eligible cash investments will be taken at face value.

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- 13.2.2.2. Eligible in-kind investments will be valued by an independent third party who possesses a Chartered Business Valuator designation (or other similar designation) and who complies with all by-laws, code of ethics and practice standards of the organizational body governing their profession. Valuation reports will be detailed and comprehensive and use all standard, generally-accepted report formats and valuation approaches and arrive at one conclusion regarding valuation which balances all three approaches. The Contractor or its Eligible Party will assume all costs associated with obtaining the valuation report. The valuation report is valid for 12 months.
- 13.2.3. Gate 3, Determination of IRB Credits – The following multipliers will be applied to the value of the eligible IF investment:
- 13.2.3.1. Cash for R&D activities; or, License for IP – nine (9)
- 13.2.3.2. Cash to purchase, or in-kind transfer of, Equipment – seven (7)
- 13.2.3.3. In-kind transfer of Knowledge and/or Marketing/Sales Support – four (4)
- 13.2.4. Gate 4, Monitoring and Award of IRB Credits –
- 13.2.4.1. The multiplied IRB credits resulting from an IF activity will be awarded along the following timeline:
- 50 percent up front, once the investment activity is made according to the business plan, reported to the IRB Authority, and verified by the IRB Authority;
  - 50 percent apportioned over the remaining years of the IF project, as annual IF reporting requirements are met.
- 13.2.4.2. The Contractor will be deemed as having met each year's annual IF reporting requirements once the Contractor:
- reports on its IF activities through the established IRB Annual Reporting requirements outlined in Article 3, "IRB Reporting"
  - includes in its IRB Annual Report each year a specific and complete IF activity report, using the template provided in Annex B of this contract, "Annual IF Activity Report."
- 13.3. The total issued IRB credits associated with IF activities cannot exceed five (5) percent of the total IRB obligation value in this Contract, as identified in Article 2.1.1.
- 13.4. The investment must be made within 12 months from the date of either: the final transaction approval from the IRB Authority (cash); or, the third party valuation report (in-kind).
- 13.5. The investment must remain with the SMB for at least five (5) continuous years and be used for the purposes outlined in the Business Plan.

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- 13.6. IRB credits may be disallowed or revoked by the IRB Authority in any of the following circumstances:
- 13.6.1. failure to provide a detailed, complete and accurate "Annual IF Activity Report" in each year of the IF project;
  - 13.6.2. removal, in whole or in part, of the IF investment from the SMB prior to the end of five continuous years;
  - 13.6.3. or use of the IF investment for purposes other than those outlined in the IF Business Plan.
- 13.7. A "Guide for Applicants" is available on the IRB Website ([www.ic.gc.ca/irb](http://www.ic.gc.ca/irb)), which provides additional details on the IF processes, timelines and deliverables. The Guide also provides the templates to be used by the Contractor or its Eligible Party during the IF submission process

#### **14. Valid Orders**

- 14.1. The extent to which each IRB Transaction will qualify will be based on and limited to valid orders and/or contracts delivered by the end of the IRB Achievement Period.

#### **15. Trading and Mutual Abatement**

- 15.1. Trading of IRB credits is not permitted.
- 15.2. Mutual Abatement is not permitted.

#### **16. Banking**

- 16.1. A total of 50% of the IRB Commitment value can be utilized with Banked IRB Transactions from the IRB Bank.

#### **17. Import Replacement**

- 17.1. Import replacements due to the transference of work into Canada will be counted for IRB purposes.

#### **18. Multipliers**

- 18.1. Multipliers are only permitted on IRB Transactions involving cash contribution input to Canadian universities for university research or the establishment of university Chairs; investments in advanced technology skill development through publicly operated post secondary institutions; collaborative research undertaken with publicly accessible research institutions (e.g. the National Research Council or other federal or provincial research institutions); contributions to Venture Capital Funds specializing in small business development; and cash contributions to research and development through a Consortium. Multipliers will not exceed five (5:1).

#### **19. World Product Mandate**

- 19.1. If a product designed, developed and manufactured by a Canadian company is the subject of a world product mandate, where it is a long term relationship between the Contractor or an Eligible Party and a Canadian company, whereby the Canadian company has been legally authorized to carry out the aforementioned specific activities, and is identified as such in an Indirect IRB Transaction, and where the CCV of the product is verified to be seventy (70) percent or greater,

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the full contract value of the transaction will be deemed to be CCV.

## **20. Small and Medium Business**

- 20.1. For the benefit of Small and Medium Business and to lessen their administrative burden, if at least seventy (70) percent of the value of an IRB Transaction below \$100,000.00 is CCV, that contract will be deemed to have 100 percent CCV for reporting and verification purposes only.

## **21. Enhanced Priority Technology List**

- 21.1 Version 1.0 of the EPTL is attached as Appendix BA4 and applies to this contract. The IRB Authority will assess proposed EPTL transactions to determine whether they are: relevant to the EPTL List Version 1.0; and, of a unique and/or transformational nature to existing global product offerings. All EPTL transactions must meet the IRB Eligibility Criteria outlined in Article 5.
- 21.2 The IRB Authority may publish updated versions of the EPTL. Such a subsequent published version of the EPTL may be considered to replace Version 1.0 in this Contract. Replacing the EPTL would require agreement between the IRB Authority and the Contractor, as part of a contract change proposal submitted to the Contracting Authority.
- 21.3 In the case where EPTL Version 1.0 is replaced with a subsequent version, any IRB Transactions which have already been accepted by the IRB Authority as eligible under Version 1.0 will remain unaffected by the change to a subsequent version.
- 21.4 The Contractor may choose to submit a banked EPTL-related transaction for this ISS Project. (*please see Article 16 - Banking*). With respect to a banked EPTL transaction, the Version of the EPTL which was in effect at the time of the transaction's acceptance into the IRB Bank may be different than the version applicable to this ISS Project. In that case, the banked EPTL transaction can nonetheless be counted towards the EPTL requirement on this ISS Project.
- 21.5 The IRB Authority reserves the right to seek validation of the eligibility of the EPTL Transactions found in Appendix BA1 within one year of the Effective Date of the Contract. The IRB Authority shall submit to the Contractor within one year of the Effective Date of the Contract a written notice of the EPTL transactions that the IRB Authority wishes to validate. Once the request is made, the Contractor shall have 60 calendar days to submit a package in support of their EPTL eligibility claims. Should an EPTL transaction be found to not meet the EPTL criteria (outlined in article 21.1), it will not be eligible to be used towards meeting the minimum EPTL requirement outlined in article 2.1.6.
- 21.6 The IRB Authority is the single point of contact between industry and government regarding the EPTL. All enquiries regarding the EPTL contents should be directed to the IRB Authority.

## **22. Announcements**

- 22.1. Industry Canada reserves the right to make general announcements on contracted or signed Memorandum of Understanding IRB Transactions. Announcements would include company names, general descriptions of the work being proposed and approximations of CCV and sub contract value.

## **23. IRB Transaction Alterations**

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- 23.1. The Contractor shall not alter the IRB Commitments listed in Appendix BA1 unless:
- 23.1.1. the Contractor has submitted a proposal to the IRB Authority through the Contracting Authority, with respect to the alteration; and,
  - 23.1.2. the IRB Authority through the Contracting Authority has given written approval to the Contractor and requested the Contracting Authority to amend the Contract accordingly.
- 23.2. The Contractor may propose alterations to or substitutions for any of the IRB Transaction(s) listed in Appendix BA1, and the IRB Authority may accept these requests provided that in the judgment of the IRB Authority:
- 23.2.1. the circumstances requiring the change are exceptional and likely to result in undue hardship upon the Contractor is a change is not made;
  - 23.2.2. the obligations of this Contract under the Statement of Work are maintained i.e. the overall Regional and Small and Medium Business Commitments are maintained;
  - 23.2.3. the proposed alterations or substitutions meet the IRB Eligibility Criteria stated in this Contract;
  - 23.2.4. the proposed substitute IRB Transaction is not less than the IRB Transaction to be replaced both as to the level of technological sophistication of the work to be performed and the CCV;
  - 23.2.5. Canadian industry will receive the maximum high-quality, low risk, Direct Benefits associated with the delivery of the work; and
  - 23.2.6. Canadian industry will receive high-quality, low risk, Indirect Benefits of the same level of technology as the Direct Benefits.

## **24. Contract Price Changes**

- 24.1. Where the Contract is to be amended, the IRB Commitments as specified in Article 2, Statement of Work: IRB Commitments and Responsibilities, shall be correspondingly either increased or decreased to reflect this amendment.

## **25. Verification and Access to Records**

- 25.1. The Contractor shall implement the IRB procedures and practices as described in the IRB Management Plan. Any changes to the IRB Management Plan are subject to approval by the IRB Authority.
- 25.2. The Contractor shall keep proper records and all documentation relating to the determination of the CCV of the work provided under this Contract, including invoices and proof of payments. The Contractor shall not, without the prior written consent of the IRB Authority, dispose of any such records or documentation until the expiration of two (2) years after final payment of this Contract, or until settlement of all outstanding claims and disputes, whichever is later. All such records and documentation shall at all times during the aforementioned retention period be open to verification, inspection and examination by the IRB Authority or his/her delegate, who may make copies thereof and take extracts there from.
- 25.3. In addition, the IRB Authority may request the Contractor provide copies of all such information be sent to him/her via mail or courier for a random sample of IRB Transactions as he/she may

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from time to time request.

- 25.4. If the IRB Authority determines that the information contained in the annual report and certified by the Certificate of Compliance shall be verified, the Contractor shall undertake to provide the IRB Authority with access, at all reasonable times, and within sixty (60) calendar days of being notified, to its accounts and records relating thereto and shall, by obtaining similar undertakings in the subcontracts of all Eligible Parties, arrange for the same in respect of any subcontracts and suppliers carrying out the work.
- 25.5. Where, subsequent to the verification action taken pursuant to this Clause, the IRB Authority determines that the records are insufficient to verify the Contractor's achievements in respect of any IRB Commitment, the Contractor shall provide such additional information as may be required by the IRB Authority.
- 25.6. Where it cannot be verified that an IRB Transaction has provided the IRB claimed, that portion of the IRB which cannot be verified will be considered as not having been achieved and the IRB Authority will give Notice to the Contractor of the shortfall through the Contracting Authority.
- 25.7. Should the Contractor disagree with a decision delivered pursuant to the above paragraph, the Contractor, within twenty (20) Business Days from the notification of the said decision, may appeal, by Notice to the Contracting Authority, the above decision by describing fully the issue, all relevant factors and the reasons for its disagreement with the said decision. The IRB Authority, on subsequent review of the factors surrounding the disagreement, will issue a final determination, identifying the amount of any such IRB achieved.
- 25.8. If the IRB Authority determines that a significant Shortfall in the Contractor's total IRB Commitment exists and if the IRB Authority believes that the Contractor will not meet its total IRB Commitment, the IRB Authority may give, through the Contracting Authority, notice to the Contractor and request the contractor to submit a proposal showing how the Contractor plans to correct such deficiencies. The Contractor will submit its proposal within sixty (60) calendar days of receipt of such notice. If the proposal is not acceptable to the IRB Authority, the IRB Authority may request the Contracting Authority to terminate the Contract.
- 25.9. The Contractor's overall IRB Commitments, claims and achievements, is information available to Parliament and is considered by the Canadian Government as information that can be released to the public. However, the Contractor's specific corporate and transactional information is considered as commercial confidential and its receipt, storage and protection is governed by applicable federal laws and processes. Contractors are encouraged to clearly mark their documents identifying each page as belonging to them and containing sensitive, commercially confidential information.

## **26. Over-Achievement of IRB Commitments**

- 26.1. The Contractor may achieve a CCV for any Commitment in excess of the value stated in the IRB Transactions without prior approval. When an over-achievement occurs in an IRB Transaction Commitment, subject to the prior written approval of the IRB Authority, the over-achievement may be applied against the shortfall or unallocated portion of the IRB Transactions, as long as the Regional and Small and Medium Business Commitments are achieved. An over-achievement in one Region will not be applied to reduce a shortfall in another Region.

## **27. Failure to Achieve IRB Commitments**

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## 27.1. Liquidated Damages

- 27.1.1. In respect of the failure to achieve any of the Commitments in clauses 2.1.1 to 2.1.9 (Statement of Work: IRB Commitments and Responsibilities) by the end of the IRB Achievement Period, the Contractor shall immediately pay to Canada as liquidated damages 10% of the Shortfall.
- 27.1.2. In the event that liquidated damages arise under more than one of the IRB Commitments, the Contractor will be liable only under the IRB Commitment which results in the highest liquidated damages.
- 27.1.3. Included in the total IRB Commitments are the unallocated IRB Commitments.

## 27.2. Holdback/Stop Payment

- 27.2.1. If at the end of IRB Reporting Period 2, it is confirmed through the submission and evaluation of transactions that the Contractor failed to identify 60% of the IRB Commitment Value in eligible IRB Transactions by the end of Reporting Period 1, as stated in Article 2.1.9, the holdback applied to all subsequent payments becoming due and payable after written notice from the Contract Authority shall be 15%. The holdback shall only be released once the Contractor has identified 60% of the IRB Commitment Value in eligible IRB Transactions to the satisfaction of Canada.
- 27.2.2. With respect to the Holdback outlined in sub-section 27.2.1, a grace period of thirty (30) calendar days, beginning on the date of failure notification by the IRB Authority, shall pass before the Holdback takes effect. Within this period, the Contractor may take corrective action. One year after the contract expiry date, if no acceptable corrective actions are taken by the Contractor, the accumulated deduction for holdback is forfeited.
- 27.2.3. If at the end of the IRB Reporting Period 4, it is confirmed through the submission and evaluation of transactions that the Contractor has failed to identify 100% of the IRB Commitment Value in eligible IRB transactions by the end of Reporting Period 3, as stated in Article 2.1.10, Canada will suspend contract payment until the situation is remedied.
- 27.2.4. With respect to the suspension of contract payment outlined in sub-section 27.2.3, a grace period of thirty (30) calendar days, beginning on the date of failure notification by the IRB Authority, shall pass before the suspension of contract payment takes effect. Within this period, the Contractor may take corrective action.
- 27.3. In the event that the Contract is terminated for default pursuant to the General Conditions Clause entitled "Default by the Contractor", the Contractor will immediately pay to Canada an amount equal to the Liquidated Damages that would be payable under clause 27.1.1 based on the shortfall in regard to those Commitments that, according to Appendix BA1 (Plans, Transactions and Tables) were to be achieved by the date of termination. In the event of such payment, the Contractor will have no further liabilities in regard to the IRB requirements of the Contract.
- 27.4. In the event that this Contract is terminated for convenience pursuant to the General Conditions Clause entitled "Termination for Convenience", the Contractor will have no further liabilities. In the event of partial termination of the Contract, the Contractor will be released from the terminated portions of its Commitments and from the provisions of Article 2 (Statement of Work: IRB Commitments and Responsibilities) as it relates to such terminated portions.

- 27.5. If, during the progress of the Contract, a change in the Work is initiated by the Crown which results in the Contractor no longer being able to source from a Canadian Company and, as a consequence, Commitments in the Statement of IRB Work may not be met, the Contractor shall immediately notify the IRB Authority through the Contract Authority. The Contractor shall fully describe the issue, provide all supporting data, including a complete record of attempts to purchase from Canadian sources and Canadian suppliers' responses, together with an analysis of specific technical, commercial or other factors which result in the inability to source from Canada.
- 27.6. The Contractor shall, prior to being entitled to receipt of the final Milestone Payment from Canada following the completion of the Work, provide Canada a guarantee in the form of a letter of credit, covering the amount of monies that would be owing by way of liquidated damages pursuant to the Liquidated Damages Clause should the Contractor not achieve any further IRB Credits after the date of the final Milestone Payment. The letter of credit shall be:
- 27.6.1. issued by a financial institution which is a member of the Canadian Payment Association;
- 27.6.2. in form and substance satisfactory to the Minister;
- 27.6.3. solely at the cost of the Contractor;
- 27.6.4. abated as set forth below;
- 27.6.5. unconditional and irrevocable; and
- 27.6.6. subject to the Uniform Customs and Practice for Documentary Credits, as set out in Publication No. 600, July 2007.
- 27.7. The letter of credit shall remain in force until the earliest of:
- 27.7.1. the achievement of the Commitments; and
- 27.7.2. six months following the submission of the final IRB Report at which time the letter of credit will be abated in full and will be returned by Canada to the Contractor.
- 27.8. The obligation of the Financial Institution to pay under the letter of credit will be triggered by notice executed by either the Minister or the Deputy Minister of Public Works and Government Services Canada to the Issuing Bank stating that the Contractor is in default under the Contract for failure to achieve the Commitments within the Achievement Period, that Canada has made a demand by Notice for payment of Liquidated Damages in accordance with the Liquidated Damages Clause and that the Contractor has failed to pay Canada Liquidated Damages in accordance with the Liquidated Damages Clause. No other event will trigger payment under the letter of credit.
- 27.9. The Contract Authority in accordance with this Article, will have the right to holdback, drawback, deduct and set off from and against the monies owing at any time by the Crown to the Contractor, any damages owing under this Contract equal to ten percent (10%) of the shortfall amount.
- 27.10. Nothing in this Article will be interpreted as limiting the rights and remedies which the Contracting Authority may otherwise have in relation to any breach of this Article by the Contractor, including the right to terminate the Contract for default.

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## 28. Responsibilities of the Parties

28.1. The Parties to this Contract acknowledge and agree that:

- 28.1.1. Canada has responsibility for the economy of Canada and, in order to develop its economy, has set in place policies and programs to promote and enhance the development of the Canadian industrial base, including regional industry and small business;
- 28.1.2. the award of this Contract to the Contractor resulted from a procurement process in which the Contractor committed to fulfil the CCV Commitments set out in Article 2, Statement of Work: IRB Commitments and Responsibilities;
- 28.1.3. it is the responsibility of the Contractor to ensure that it can complete the IRB Transactions and that these are not limited by applicable laws, regulations, policies or standards; and
- 28.1.4. actual damages which would be sustained by Canada in the event of a breach by the Contractor of the CCV Commitment provisions of this Contract would be commercially impracticable or extremely difficult to compute or ascertain and, therefore, the provisions for Liquidated Damages are agreed to be a fair and reasonable best estimate of such actual damages, and the manner provided herein for the enforcement and collection of Liquidated Damages is agreed to be fair and reasonable.

## 29. Dispute Settlement - Resolution of Discrepancies

- 29.1. In matters pertaining to proposed and/or approved IRB Transactions, in circumstances where the IRB Authority and the Contractor fail to agree after negotiating in good faith, then the decision of the IRB Authority will prevail.
- 29.2. In the event that the Contractor fails to agree to the decision rendered by the IRB Authority, then the Contractor may, within twenty-eight (28) calendar days of receipt of Canada's decision, submit a request to the Contracting Authority, for reconsideration of the matter by the IRB Authority. Such a request shall fully describe the issue, all relevant factors and the reasons for the Contractor's disagreement. Industry Canada will, within twenty-eight (28) calendar days of receipt of the request, issue the final determination detailing the reasons for the decision.

## 30. Government Organizations

- 30.1. It is the responsibility of the Contractor to be familiar with Government departments and agencies including the following which are responsible for regional and industrial development: Industry Canada; Department of Western Economic Diversification (WD); Atlantic Canada Opportunities Agency (ACOA); and Canada Economic Development for Quebec (CED-Q).

## 31. Compliance with the *Lobbying Act*

31.1 The Contractor and its Eligible Parties each represents and warrants:

- 31.1.1 that it has filed all *Lobbying Act* returns to be filed in respect of persons employed by it who communicate and/or arrange meetings with public office holders as part of their employment duties, and that it will continue to do so;
- 31.1.2 that it has not contracted with any person to communicate and/or arrange meetings with public office holders for remuneration that is or would be contingent in any way upon success of such

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person arranging meetings with public office holders, or upon the approval and granting of IRB Credit under this Contract;

- 31.1.3 that it will not contract with any person to communicate and/or arrange meetings with public office holders for remuneration that is or would be contingent upon the success of such person arranging meetings with public office holders, or upon the approval and granting of IRB Credit under this Contract;
- 31.1.4 all persons who are or have been contracted by it to communicate and/or arrange meetings with public office holders in respect to this Contract are in full compliance with the registration and other requirements of the *Lobbying Act*;
- 31.1.5 it shall at all times ensure that any persons contracted to communicate and/or arrange meetings with public office holders in respect of this Contract are in full compliance with the requirements of the *Lobbying Act*.
- 31.2 When submitting each IRB Annual Report, the Contractor and its Eligible Parties must provide the IRB Authority with an update, in a form satisfactory to the IRB Authority, on all representations, warranties and undertakings made herein.

## **32. List of Eligible Parties**

- 32.1. The Eligible Parties to this contract include the companies and coordinates listed below:

(List to be included once the contract has been negotiated)

## **33. List of Approved Global Value Chain Platforms**

- 33.1. The Platforms approved for GVC work are listed below:

(List to be included once the contract has been negotiated)

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## Appendix BA1

### Plans, Transactions and Tables

IRB Plans – to be attached from Contractor's IRB Proposal  
IRB Transactions – to be attached from Contractor's IRB Proposal  
IRB Tables – templates below, for IRB reporting purposes

**Table 1: Total of IRB Transactions by Period and Region**

<b>Region</b>	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Period 4</b>	<b>Period 5</b>	<b>Totals by Region</b>
Atlantic						
Quebec						
West						
N. Ontario						
Ontario						
Unallocated						
<b>Totals By Period</b>						

**Table 2: Total Direct IRB Transactions by Period and Region**

<b>Region</b>	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Period 4</b>	<b>Period 5</b>	<b>Totals by Region</b>
Atlantic						
Quebec						
West						
N. Ontario						
Ontario						
Unallocated						
<b>Totals By Period</b>						

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**Table 3: Total Indirect IRB Transactions by Period and Region**

<b>Region</b>	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Period 4</b>	<b>Period 5</b>	<b>Totals by Region</b>
Atlantic						
Quebec						
West						
N. Ontario						
Ontario						
Unallocated						
<b>Totals By Period</b>						

**Table 4: IRB Transaction Listing and Summary - by Period**

<b>Transaction Description</b>	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Period 4</b>	<b>Period 5</b>	<b>Totals</b>
<b>Direct IRBs</b>						
#001						
#002						
#003						
Sub-total - Direct IRBs						
<b>Indirect IRBs</b>						
#001						
#002						
#003						
Sub-total - Indirect IRBs						
<b>Totals</b>						

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**Table 5: IRB Transaction Listing and Summary - by Region**

Transaction Description	Atlantic	Quebec	Ontario	Northern Ontario	West	Totals
<b>Direct IRBs</b>						
#001						
#002						
#003						
Sub-total - Direct IRBs						
<b>Indirect IRBs</b>						
#001						
#002						
#003						
Sub-total - Indirect IRBs						
<b>Totals</b>						

**Table 6: IRB Transactions Listing and Summary for Small and Medium Business - by Period**

Transaction Description	Period 1	Period 2	Period 3	Period 4	Period 5	Totals
<b>Direct IRBs</b>						
#001						
#002						
#003						
Sub-total - Direct IRBs						
<b>Indirect IRBs</b>						
#001						
#002						
#003						
Sub-total - Indirect IRBs						
<b>Totals</b>						

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**Table 7: IRB Transactions Listing and Summary for Small and Medium Business - by Region**

<b>Transaction Description</b>	<b>Atlantic</b>	<b>Quebec</b>	<b>Ontario</b>	<b>Northern Ontario</b>	<b>West</b>	<b>Totals</b>
<b>Direct IRBs</b>						
#001						
#002						
#003						
Sub-total - Direct IRBs						
<b>Indirect IRBs</b>						
#001						
#002						
#003						
Sub-total - Indirect IRBs						
<b>Totals</b>						

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## Appendix BA2

# Certificate of Compliance For IRB Reporting Purposes

WHEREAS Her Majesty the Queen, in right of Canada as represented by the Minister of Public Works and Government Services Canada (referred to herein as the Minister) on the \_\_\_\_ day of \_\_\_\_ has entered into contract with \_\_\_\_\_ for the Contract.

AND WHEREAS Such Contract requires that, as evidence of the achievement of Canadian Content Value of Industrial and Regional Benefits Transactions and Commitments, the Contractor shall submit a Certificate of Compliance to that effect to the IRB Authority;

NOW THEREFORE, The Contractor declares and certifies as follows:

- I) The information contained in the documents appended herewith, which applies to the reporting of the IRB Transaction periods is to the best of our knowledge and ability complete, true and correct;
- ii) The information contained in the documents appended herewith is compliant with information contained in Certificates of Compliance submitted to the Contractor by other Eligible Parties;
- iii) The Canadian Content Values shown in documents appended herewith have been determined in accordance with Article 4 (Canadian Content Value) of Volume 3 Module B of the Contract;

IN WITNESS THEREOF THIS CERTIFICATE OF COMPLIANCE HAS BEEN SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ BY THE SENIOR COMPROLLER WHO IS DULY AUTHORIZED IN THAT BEHALF.

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

NAME AND TITLE OF SENIOR COMPROLLER

AT: \_\_\_\_\_

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## Appendix BA3

### IRB Transaction Sheet

**1. IRB Transaction #:**

**2. IRB Transaction Title (a brief title identifying the nature of the transaction):**

**3. Indirect or Direct IRB Transaction:**

Type of activity:

**4. Transaction Value:**

Total Transaction Value:

% of Canadian Content Value:

Total Canadian Content Value:

**5. Sourcing Region:**

Region:

City, Province:

**6. Small and Medium Business - is the Recipient a Small and Medium Business:**

Yes/No:

**7. Company providing IRB (Donor):**

Company:

Address:

Contact:

Tel:

Fax:

E-mail

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### **8. Company Receiving IRB (Recipient):**

Company:

Address:

Contact:

Tel:

Fax:

E-mail:

### **9. Industrial Sector, Technology and Expertise of the IRB Recipient:**

Industrial Sector:

Federal Supply Class (FSC) – If known:

Enhanced Priority Technology List (EPTL): Yes / No

*If YES:*

*EPTL Version:*

*Sector:*

*Category:*

*Describe and document the activity's relevance to the EPTL List Version 1.0 and its unique and/or transformational nature to existing global product offerings:*

Description of the expertise of the IRB Recipient:

### **10. Description of the IRB Transaction and Canadian Recipient for the IRB Transaction:**

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**11. Quality of IRB:**

Provide description of the quality of the individual Transaction. For example, increases in employment, increased marketability of recipient company, international exposure, experience with new technology, etc.

**12. Provide and show justification for eligibility as a valid IRB Transaction (causality, timing, incrementality, eligible party and CCV):**

**13. Canadian Government Assistance:**

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Does this apply? If so, provide a description of other Canadian Government assistance:

**14. Time Phasing of IRB Transaction:**

Total Contract Value of the Transaction		Total CCV		CCV %		Liquidated Damages: 10%			
		\$		%					
Period	Pre-Contract	1	2	3	4	5	6	7	Total
Region									
Atlantic									
Quebec									
Ontario									
N. Ontario									
Western									
Unallocated									
Total CCV									
Foreign									
Total									

**15. Any other comment related to the Transaction:**

**16. Federal Supplier Classification (FSC) code.**

## Appendix BA4

### Enhanced Priority Technology List – Version 1.0

Sector	Category	Description
<b>Ships</b>	Defence	Detection capabilities and decision aids
	Signature Management	Detectability reduction
<b>Cyber</b>	Network Monitoring	Detection and tracking of anomalous behaviours that threaten network defence capabilities
	Network Defence	Tools to support dynamic responses to isolate, monitor and defeat cyber intrusions
<b>Aerospace</b>	Arctic and Maritime Domain Awareness	Affordable aerospace-based surveillance and monitoring systems
	Vulnerability Reduction	Precision navigation and timing capabilities that reduce vulnerabilities in current systems such as GPS
<b>Soldier Systems</b>	Power and Energy	Lightweight high-energy portable power sources
	Full Spectrum Protection	Blast and ballistic omni-directional shielding
	Garment Platforms	Integrated multi-function electro-textiles
	Tunable Weapons Systems	Weapons systems which deliver effects across non-lethal and lethal environments
	Situation Awareness	Integrated, portable, lightweight, multifunction, wireless and secure C3 systems

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## Appendix BA5

### IRB CDRLs

CONTRACT DATA REQUIREMENTS LIST																										
<b>A. Annex Description</b> Module B Volume 3 Appendix BA5			<b>B. Contract / RFP Number</b> W4x-09ISSP/A																							
<b>C. SOW Identifier</b>		<b>D. Data Category</b>		<b>E. Contractor</b>																						
<b>1. Item Number</b> IRB-001		<b>2. Title</b> IRB Annual Report		<b>3. Subtitle</b>																						
<b>4. Data Item Number</b> IRB-001 IRB Annual Report		<b>5. Reference</b> IRB Terms and Conditions – Module B Volume 3, Clauses 2.2 and 3		<b>6. Technical Office</b> Industry Canada IRB Authority																						
<b>7. Inspection</b> N/A		<b>8. Approval Code</b> A		<b>9. Review Period</b>																						
<b>10. Frequency</b> ANNLY																										
<b>11. As of Date</b> Contract effective date		<b>12. Date of First Submission</b> 14 months after contract effective date		<b>13. Date of Subsequent Submission</b> ANNLY																						
<b>14. Remarks</b> The IRB Annual Report will be reviewed by Industry Canada		<b>15. Distribution</b>																								
		<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="2">Draft</th> <th colspan="2">FINAL</th> </tr> <tr> <th>Hard Copy</th> <th>Soft Copy</th> <th>Hard Copy</th> <th>Soft Copy</th> </tr> </thead> <tbody> <tr> <td>PWGSC CA</td> <td>0</td> <td>0</td> <td>0</td> <td>1</td> </tr> <tr> <td>IC IRB Auth</td> <td>0</td> <td>0</td> <td>0</td> <td>1</td> </tr> <tr> <td>TOTAL</td> <td>0</td> <td>0</td> <td>0</td> <td>2</td> </tr> </tbody> </table>			Addressee	Draft		FINAL		Hard Copy	Soft Copy	Hard Copy	Soft Copy	PWGSC CA	0	0	0	1	IC IRB Auth	0	0	0	1	TOTAL	0	0
Addressee	Draft		FINAL																							
	Hard Copy	Soft Copy	Hard Copy	Soft Copy																						
PWGSC CA	0	0	0	1																						
IC IRB Auth	0	0	0	1																						
TOTAL	0	0	0	2																						
<b>16. Prepared By</b> Industry Canada		<b>17. Preparation Date</b> 2012 January 20		<b>18. Approved By</b> Industry Canada																						
				<b>19. Approval Date</b> 2012 January 20																						

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<b>CONTRACT DATA REQUIREMENTS LIST</b>							
<b>A. Annex Description</b> Module B Volume 3 Appendix BA5			<b>B. Contract / RFP Number</b> W4x-09ISSP/A				
<b>C. SOW Identifier</b>		<b>D. Data Category</b>		<b>E. Contractor</b>			
<b>1. Item Number</b> IRB-002		<b>2. Title</b> Tranche 2 IRB Transactions		<b>3. Subtitle</b>			
<b>4. Data Item Number</b> IRB-002 Tranche 2 of proposed IRB Transactions		<b>5. Reference</b> IRB Terms and Conditions – Module B Volume 3, Clause 2.1.9		<b>6. Technical Office</b> Industry Canada IRB Authority			
<b>7. Inspection</b> N/A		<b>8. Approval Code</b> A	<b>9. Review Period</b> 12 months	<b>10. Frequency</b> One			
<b>11. As of Date</b> 12 months after the effective date of the contract		<b>12. Date of First Submission</b>		<b>13. Date of Subsequent Submission</b>			
<b>14. Remarks</b> Review period by IC – 12 months			<b>15. Distribution</b>				
			Addressee	Draft		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			PWGSC CA	0	0	1	0
			IC IRB Auth	0	0	5	1
			TOTAL	0	0	6	1
<b>16. Prepared By</b> Industry Canada		<b>17. Preparation Date</b> 2012 January 20		<b>18. Approved By</b> Industry Canada		<b>19. Approval Date</b> 2012 January 20	

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<b>A. Annex Description</b> Module B Volume 3 Appendix BA5			<b>B. Contract / RFP Number</b> W4x-09ISSP/A				
<b>C. SOW Identifier</b>		<b>D. Data Category</b>		<b>E. Contractor</b>			
<b>1. Item Number</b> IRB-003		<b>2. Title</b> Tranche 3 IRB Transactions		<b>3. Subtitle</b>			
<b>4. Data Item Number</b> IRB-003 Tranche 3 of proposed IRB Transactions		<b>5. Reference</b> IRB Terms and Conditions – Module B Volume 3, Clause 2.1.10		<b>6. Technical Office</b> Industry Canada IRB Authority			
<b>7. Inspection</b> N/A		<b>8. Approval Code</b> A	<b>9. Review Period</b> 12 months	<b>10. Frequency</b> One			
<b>11. As of Date</b> 36 months after effective date of contract		<b>12. Date of First Submission</b>		<b>13. Date of Subsequent Submission</b>			
<b>14. Remarks</b> Review period by IC – 12 months			<b>15. Distribution</b>				
			Addressee	Draft		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			PWGSC CA	0	0	1	0
			IC IRB Auth	0	0	1	1
TOTAL	0	0	2	1			
<b>16. Prepared By</b> Industry Canada		<b>17. Preparation Date</b> 2012 January 20		<b>18. Approved By</b> Industry Canada			
				<b>19. Approval Date</b> 2012 January 20			

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## Appendix BA6

### IRB DIDs

#### DATA ITEM DESCRIPTION – DESCRIPTION DE DONNÉES

<b>1. TITLE – TITRE</b> Industrial and Regional Benefits (IRB) Annual Report		<b>2. IDENTIFICATION NUMBER – NUMÉRO D'IDENTIFICATION</b> IRB-001	
<b>3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET</b> The IRB Report reports IRB achievements against Contract commitments.			
<b>4. APPROVAL DATE</b> DATE D'APPROBATION	<b>5. OFFICE OF PRIMARY INTEREST (OPI)</b> BUREAU DE PREMIÈRE RESPONSABILITÉ (BPR) Industry Canada IRB Authority		<b>6. GIDEP APPLICABLE – PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT</b>
<b>7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE</b> Reference: IRB Terms and Conditions (Module B Volume 3, clauses 2.2 and 3)			
<b>8. ORIGINATOR – AUTEUR</b> IRB Authority, Industry Canada		<b>9. APPLICABLE FORMS – FORMULES PERTINENTS</b>	
<b>10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES</b> 10.1 The Contractor must submit to the IRB Authority, through the PWGSC Contracting Authority (CA), annual IRB Reports based on the performance achieved during the IRB Reporting Periods noted in this Contract. These reports must be submitted 60 calendar days after the end of the annual IRB Reporting Period. Each annual IRB Report shall consist of four parts.  10.2 Content: Part A. the Canadian Content Value (CCV) achieved in total since the beginning of the IRB Achievement Period for each of the following: i. total IRBs; ii. direct IRBs; iii. indirect IRBs; iv. IRBs by period; v. IRBs in each of the individual regions; vi. IRBs with small and medium size business; and vii. each IRB transaction;  Part B. the CCV achieved since the last IRB Annual Report for: i. total IRBs ii. direct IRBs; iii. indirect IRBs; iv. IRBs in each of the individual regions; v. IRBs with small and medium size business; and vi. each IRB transaction;			

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Part C. for each IRB Transaction being reported, a description of the achievements, activities, delays and/or problems. A plan of action to resolve any difficulties.

Part D. A summary that shall include:

- i. the total amount of progress payments or invoices submitted by the Contractor for work completed since the Effective Date of the Contract;
- ii. a forecast of IRB achievements;
- iii. a description of Small and Medium Size Business development activities undertaken during the reporting period;
- iv. an explanation of any IRB shortfall in achievement evident from the data in Part A, and a plan of action to resolve the problem;
- v. a list of the IRB Transactions, which had been approved by the IRB Authority, which have since been cancelled, terminated, added or substantially altered during the reporting period, the details of any requested changes, their status vis-à-vis Contract amendment, and the reasons thereof;
- vi. a brief narrative describing, on an exception basis, any noteworthy developments with respect to Regional Small Business marketing considerations; and
- vii. a description and explanation of any proposed changes to the IRB Management Plan.

### 10.3 Additional Information

As evidence of the Contractor's achievement of IRB Commitments, the Contractor shall provide, appended to the IRB Annual Reports, a Certificate of Compliance, signed off by the senior company Comptroller, in respect of each IRB Transaction for which there was activity in that Reporting Period. The Certificate of Compliance also covers those IRB achievements of the Contractor's Eligible Parties and sub-contractors.

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**DATA ITEM DESCRIPTION – DESCRIPTION DE DONNÉES**

<b>1. TITLE – TITRE</b> Tranche 2 of proposed IRB Transactions		<b>2. IDENTIFICATION NUMBER – NUMÉRO D'IDENTIFICATION</b> IRB-002	
<b>3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET</b> The Contractor shall submit to the IRB Authority, 12 months after the effective date of the contract, acceptable IRB Transactions which are detailed, fully described and which bring the cumulative total of identified acceptable IRB Transactions to 60% of the contract value, measured in CCV.			
<b>4. APPROVAL DATE</b> DATE D'APPROBATION	<b>5. OFFICE OF PRIMARY INTEREST (OPI)</b> <b>BUREAU DE PREMIÈRE RESPONSABILITÉ (BPR)</b> IRB Authority, Industry Canada		<b>6. GIDEP APPLICABLE –</b> <b>PROGRAMME D'ÉCHANGE</b> <b>DE DONNÉES PERTINENT</b>
<b>7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE</b> Reference: IRB Terms and Conditions (Module B Volume 3, clauses 2.1.9)			
<b>8. ORIGINATOR – AUTEUR</b> IRB Authority, Industry Canada		<b>9. APPLICABLE FORMS – FORMULES PERTINENTS</b>	
<b>10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES</b> Contractor shall submit to the IRB Authority, 12 months after the effective date of the contract, acceptable IRB Transactions which are detailed, fully described and which bring the cumulative total of identified acceptable IRB Transactions to 60% of the contract value, measured in CCV. For each IRB Transaction, the information submitted must be in the same format as that which was used for the IRB Proposal submitted at bid closing.			

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### DATA ITEM DESCRIPTION – DESCRIPTION DE DONNÉES

<b>1. TITLE – TITRE</b> Tranche 3 of proposed IRB Transactions		<b>2. IDENTIFICATION NUMBER – NUMÉRO D'IDENTIFICATION</b> IRB-003	
<b>3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET</b> The Contractor shall submit to the IRB Authority, 36 months after the effective date of the contract, acceptable IRB Transactions which are detailed, fully described and which bring the cumulative total of identified acceptable IRB Transactions to 100% of the contract value, measured in CCV.			
<b>4. APPROVAL DATE</b> DATE D'APPROBATION	<b>5. OFFICE OF PRIMARY INTEREST (OPI)</b> BUREAU DE PREMIÈRE RESPONSABILITÉ (BPR) IRB Authority, Industry Canada		<b>6. GIDEP APPLICABLE – PROGRAMME D'ÉCHANGE DE DONNÉES PERTINENT</b>
<b>7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE</b> Reference: IRB Terms and Conditions (Module B Volume 3, clauses 2.1.10)			
<b>8. ORIGINATOR – AUTEUR</b> IRB Authority, Industry Canada		<b>9. APPLICABLE FORMS – FORMULES PERTINENTS</b>	
<b>10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES</b> Contractor shall submit to the IRB Authority, 36 months after the effective date of the contract, acceptable IRB Transactions which are detailed, fully described and which bring the cumulative total of identified acceptable IRB Transactions to 100% of the contract value, measured in CCV. For each IRB Transaction, the information submitted must be in the same format as that which was used for the IRB Proposal submitted at bid closing.			

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# **MODULE C**

# **TO**

# **VOLUME 3**

(This Module C to Volume 3 can be found after this page. The Module C has a structure, format and page numbering of its own.)

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## ANNEX CA TO VOLUME 3

### STATEMENT OF WORK

FOR THE

OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)

FOR THE

INTEGRATED SOLDIER SYSTEM (ISS)

17 JANUARY 2013



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1	<b>1 Introduction</b>
1.1	<b>1.1 Scope</b>
1.1.1	<b>1.1.1 ISS - Optimized Weapon System Support</b>
1.1.1.0-1	The purpose of this Statement of Work (SOW) is to identify and define the scope of the Optimized Weapon System Support (OWSS) Services required to maintain and improve the newly acquired Canadian Integrated Soldier Systems (ISS) over its useful life.
1.2	<b>1.2 Background</b>
1.2.0-1	The ISS has been procured primarily to support Task Forces deployed on operations at extended distances from Canada. Although the ISS has been designed to have a high level of reliability and operational availability, the overall support system must be designed to adapt to the pace of pre-deployment training, support the intensity and ruggedness of unpredictable combat, and have the ability to maintain the ISS system at peak efficiency to meet the challenges of evolving threats. The integral Combat Service Support system, designed to provide the immediate response to return equipment to operational readiness, must be augmented by tailored support services capable of providing the full range of support services for ISS throughout its life cycle.
1.2.0-2	The Optimized Weapons Support System contract will augment the DND Combat Service Support Capability and provide specific core and task tailored support to the System throughout its life cycle. The OWSS contract will be amended over time to reflect additional work to be done via task directives and respective contract changes.
1.2.0-3	During the execution of the OWSS contract, the authorisation of product improvement activities will provide incremental design and implementation of additional capability and capacity, including any interim Integrated Logistic Support (ILS), on an if, as, and when required basis, to the initial ISS-S configuration provided under the Acquisition Contract. The product improvement activities are embedded into the OWSS Contract.
1.3	<b>1.3 Guiding Concepts</b>
1.3.1	<b>1.3.1 Optimization Concept</b>
1.3.1.0-1	In providing optimized support for the ISS, it must be understood by the Contractor that there will be a teaming relationship between the Canada and the Contractor that will evolve over the duration of the contract. The teaming relationship must not be interpreted to be a legal partnership. In this OWSS context, teaming must be interpreted as the understanding between the Canada and the Contractor that both parties must be flexible and work together when facing changes in laws, regulations, policies, organisations,

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	industry, technology and operational requirements.
1.3.2	<b>1.3.2 Support Objectives</b>
1.3.2.0-1	The Technical Authority's (TA) objectives for this in-service support are:
1.3.2.0-1.0-1	<ul style="list-style-type: none"> <li>○ to manage and maintain the ISS in-service baseline;</li> </ul>
1.3.2.0-1.0-2	<ul style="list-style-type: none"> <li>○ the successful delivery and deployment of ISS product improvements;</li> </ul>
1.3.2.0-1.0-3	<ul style="list-style-type: none"> <li>○ the responsive resolution of field domain problems and mission specific requirements; and</li> </ul>
1.3.2.0-1.0-4	<ul style="list-style-type: none"> <li>○ the responsible management of resources to attain time, budget and quality objectives.</li> </ul>
1.3.3	<b>1.3.3 Performance-Based Assessment</b>
1.3.3.0-1	The measure of the Contractor's success will be the successful completion of all its activities in support of the TA's objectives. The Contractor's performance will be assessed against performance bands defined in this SOW and in Annex CB to this Contract. The initially established performance baseline will be monitored regularly and the results will be used to provide guidance towards the areas requiring improvements during the life of this contract.
1.3.4	<b>1.3.4 Equipment Covered</b>
1.3.4.0-1	For the purpose of this SOW, the term ISS refers to the configuration baseline approved for production and the resulting approved ISS configuration baseline delivered as a result of product improvement activities. The equipment covered will also include all items required to support the ISS including:
1.3.4.0-1.0-1	<ul style="list-style-type: none"> <li>○ any associated peripherals that are included as part of the ISS;</li> </ul>
1.3.4.0-1.0-2	<ul style="list-style-type: none"> <li>○ any external support equipment such as a battery charging system and/or vehicle installations;</li> </ul>
1.3.4.0-1.0-3	<ul style="list-style-type: none"> <li>○ all tools and test equipment that is specific to the support of ISS;</li> </ul>
1.3.4.0-1.0-4	<ul style="list-style-type: none"> <li>○ System Executive and Planning Suite (SEP-S);</li> </ul>
1.3.4.0-1.0-5	<ul style="list-style-type: none"> <li>○ any software (SW) and/or firmware (FW) that is specific to ISS, including the Battle Management System Software and any supporting operational software; and</li> </ul>
1.3.4.0-1.0-6	<ul style="list-style-type: none"> <li>○ any other associated equipment as yet undefined that will result from product improvement activities.</li> </ul>

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1.3.5	<b>1.3.5 Estimated Duration of Service</b>
1.3.5.0-1	The expected in-service life of the production ISS is eight years, commencing after fielding. An additional period will be required in order to support the transition and fielding of the replacement system and disposal of the initial ISS. This OWSS Contract is expected to end after eleven years.
1.3.6	<b>1.3.6 Support Concept</b>
1.3.6.0-1	The purpose of the Support Concept is to:
1.3.6.0-1.0-1	<ul style="list-style-type: none"> <li>○ provide the ISS Contractor with a document to be used in the development of the Integrated Logistics Support Program. It provides information regarding mission cycles, projected usage and DND's internal support processes and programs. It is not structured as a procedures guide, but rather, will form the basis for the Contractor and DND's development of complimentary and supportive in-service processes for the ISS.</li> </ul>
1.3.6.0-1.0-2	<ul style="list-style-type: none"> <li>○ provide DND stakeholders with a consolidated view of how the ISS will be used and supported through its lifecycle. During the in-service life of the ISS, the Support Concept will be used by the Equipment Maintenance Team (EMT) to develop DND support plans.</li> </ul>
1.3.6.0-2	The Support Concept document is attached in <b>Appendix 1</b> to this annex.
1.4	<b>1.4 Not used</b>
1.5	<b>1.5 SOW Structure</b>
1.5.0-1	The OWSS SOW is structured as follows:
1.5.0-1.0-1	<ul style="list-style-type: none"> <li>○ Section 1 is an Introduction providing information and insight into the project context and duration;</li> </ul>
1.5.0-1.0-2	<ul style="list-style-type: none"> <li>○ Section 2 provides administrative information for references (Applicable Documents, Standards, Specifications and Publications), acronyms and glossary.</li> </ul>
1.5.0-1.0-3	<ul style="list-style-type: none"> <li>○ Section 3 identifies the work requirements and defines the need for core and tasking activities; and</li> </ul>
1.5.0-1.0-4	<ul style="list-style-type: none"> <li>○ Section 4 defines the work areas/capabilities that need to be performed.</li> </ul>
2	<b>2 Applicable Documents, Acronyms and Glossary</b>
2.1	<b>2.1 Applicable Documents</b>

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2.1.0-1	The documents listed in <b>Annex CE</b> to this contract support this SOW and must be considered as supplemental information if not specifically identified in the text.
2.1.0-2	In the event of a conflict between the text of this SOW and the references cited herein the text of this SOW must take precedence.
2.1.0-3	In the event of inconsistency within the SOW, the Technical Authority must be contacted for clarification.
2.2	<b>2.2 Standards, Specifications and Publications</b>
2.2.0-1	The specifications, standards and publications are applicable to the extent specified herein (all are International, Canadian or United States government standards and specifications unless otherwise indicated) and are listed in <b>Annex CE</b> to this contract.
2.2.0-2	Canada will provide Government Furnished Information (GFI) referenced in Annex CE, sections 1.1 to 1.4, upon request from the Contractor.
2.2.0-3	International, National and Industry Standards, guidelines, specifications and publications are readily available publicly and commercially and will not be provided by Canada.
2.3	<b>2.3 Acronyms and Glossary</b>
2.3.0-1	A list of acronyms and a glossary can be found in <b>Annex CE</b> to this contract.
3	<b>3 Requirements</b>
3.1	<b>3.1 Services Support Requirements</b>
3.1.0-1	The services required from the Contractor include the following:
3.1.0-1.0-1	○ Program Management;
3.1.0-1.0-2	○ Supply Support;
3.1.0-1.0-3	○ Technical Support; and
3.1.0-1.0-4	○ Engineering Support.
3.1.0-2	<u>Available Resources</u> . The Contractor must have available, as a minimum, the labour categories identified in <b>Appendix 2</b> to perform the Work specified in this SOW.
3.1.0-3	<u>Qualifications</u> . The Contractor must ensure that the minimum specified education and experience levels for the corresponding minimum labour categories are met.
3.1.0-4	<u>Bilingual Requirements</u> . The Contractor should have bilingual service available for the

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	following categories:
3.1.0-4.0-1	○ Field Service Representatives (FSR); and
3.1.0-4.0-2	○ Senior Life Cycle Material Management (LCMM) Support Specialist.
3.2	<b>3.2 Core vs. Task Based Activities</b>
3.2.1	<b>3.2.1 Core Activities</b>
3.2.1.0-1	Core activities are those minimal essential activities required to manage and maintain the fielded equipment and be capable of responding to operational requirements, on an on-going basis during the period of performance of this contract. Core activities generally include activities concerning monitoring, controlling and reporting.
3.2.1.0-2	The Contractor must complete core activities as directed by this SOW.
3.2.2	<b>3.2.2 Task Based Activities</b>
3.2.2.0-1	Task based activities (or tasks) are referred to by “if, as, and when required” in this SOW. These activities must be executed by the Contractor using a DND 626 Task Authorisation, using the process defined in <b>Appendix 3</b> to this SOW.
3.2.2.0-2	These activities include, but are not limited to:
3.2.2.0-2.0-1	○ product improvements (software, firmware and hardware), including design, integration, verification/validation, supporting documentation changes, required to fulfill user requirements resulting from
3.2.2.0-2.0-1.0-1	• original operational and technical requirements not covered through the system acquisition in the area of system performance, power consumption, recharging capability, as well as sensor functions and integration,
3.2.2.0-2.0-1.0-2	• feedback from operational community on required product improvement and refinement based on user's lessons learned in operation,
3.2.2.0-2.0-1.0-3	• modifications required to adapt to changes to the operational environment and deployment, and
3.2.2.0-2.0-1.0-4	• modification required to perform voice and data integration with the new baseline of Land Command Support System (LCSS) resulting from the modification associated with the LCSS Life Extension (LE), the Combat Net Radio Enhancement (CNR(E)) and the new Family of Land Combat Vehicle (FLCV) projects. Those modifications may include changes to the messaging solution and communication protocols, integration of a Cross Domain Solution (CDS) and integration of a Type 1 radio;

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3.2.2.0-2.0-2	<ul style="list-style-type: none"> <li>○ technical investigations and engineering support (TIES) and special investigations and technical studies (SITS);</li> </ul>
3.2.2.0-2.0-3	<ul style="list-style-type: none"> <li>○ development and execution of repair and test schemes on equipment;</li> </ul>
3.2.2.0-2.0-4	<ul style="list-style-type: none"> <li>○ investigation and recommendations on Technical Failure Reports (TFRs) and Unsatisfactory Condition Reports (UCRs) submitted by the TA;</li> </ul>
3.2.2.0-2.0-5	<ul style="list-style-type: none"> <li>○ carrying out failure analysis on repairable processed in-plant, monitoring and recording of failure trends, including findings reports and recommended solutions; and</li> </ul>
3.2.2.0-2.0-6	<ul style="list-style-type: none"> <li>○ equipment reconstitution.</li> </ul>
3.2.2.0-3	The Contractor must not start any task based activity until receipt of a task authorisation (DND 626) approved by the PA.
4	<b>4 Support Services</b>
4.1	<b>4.1 Program Management</b>
4.1.1	<b>4.1.1 Coordination and Management</b>
4.1.1.0-1	Contractor Program Manager. The Contractor must formally appoint an experienced Program Manager to manage and coordinate all of the program and technical matters that are related to the services identified by this SOW.
4.1.1.0-2	Single Point of Contact. The Contractor Program Manager must be the single point of contact as it relates to the management of the ISS OWSS.
4.1.1.0-3	Program Management Plan (PMP). As a core activity, the Contractor must prepare a PMP and deliver it in accordance with Contract Data Requirement List ( <b>CDRL</b> ) <b>PM-101</b> .
4.1.1.0-4	As a core activity, the Contractor must update the PMP for the duration of the Contract.
4.1.1.0-5	As a core activity, the Contractor must
4.1.1.0-5.0-1	<ul style="list-style-type: none"> <li>○ implement and manage the Work in accordance with the approved PMP and its subordinate plans,</li> </ul>
4.1.1.0-5.0-2	<ul style="list-style-type: none"> <li>○ manage all risks identified in accordance with the approved PMP, and</li> </ul>
4.1.1.0-5.0-3	<ul style="list-style-type: none"> <li>○ report on all risks identified by the Contractor and Canada, and mutually agreed, through the Monthly Services Status Report discussed in paragraph 4.1.1.0-11 below.</li> </ul>

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4.1.1.0-6	As part of the Program Management plan, the Contractor must describe how all the OWSS support activities and outcomes in the SOW will be satisfied and managed. The description must include all of the deliverables identified within this SOW broken down between core activities and task based activities.
4.1.1.0-7	The Contractor's plan must detail in hours per month the level of effort (LOE) associated to the PMP, broken down by activities.
4.1.1.0-8	As a core activity, the Contractor must prepare for approval a <b>Quality Assurance Plan (QAP)</b> and deliver it in accordance with <b>CDRL PM-102</b> .
4.1.1.0-9	Communication. It is important to maintain regular communications between the Contractor and Canada, especially during a period of operational deployment by the CF. Information exchanges should be frequent and provide advanced warning when possible. Most information exchanges will be accomplished through regular meetings or through written correspondence resulting from program activities.
4.1.1.0-10	Significant Incident Reports. As a core activity, the Contractor must immediately notify the TA of an event that may have significant impact on the ISS and the OWSS. Reports must be prepared and delivered in accordance with <b>CDRL PM-103</b> . The TA will register and monitor all significant Incident Reports from receipt to resolution.
4.1.1.0-11	Monthly Services Status Report. As a core activity, the Contractor must prepare a Monthly Services Status Report and deliver it in accordance with <b>CDRL PM-104</b> .
4.1.1.0-12	Meetings. Meetings held during the execution of this contract must be conducted in accordance with the following general terms:
4.1.1.0-12.0-1	Meetings must be convened at the Contractor's facility, unless stated otherwise in the SOW, or at an alternate location as agreed to by the Contractor and Canada.
4.1.1.0-12.0-2	The Contractor must provide a facility, cleared to the appropriate security level, of a size sufficient to accommodate the attendees.
4.1.1.0-12.0-3	The meetings must be co-chaired by Canada and the Contractor, unless specified otherwise.
4.1.1.0-12.0-4	Video or telephone conferences in lieu of face-to-face meetings are encouraged and may be convened as mutually agreed by the Contractor and Canada.
4.1.1.0-12.0-5	Whenever possible, face-to-face meeting schedules should be adjusted to coincide with other events requiring the presence of Canada personnel.
4.1.1.0-12.0-6	The Contractor must ensure that specific personnel responsible for work under discussion are physically present at the meetings, including sub-contractors as required, and that

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	supporting documentation required for review is available in advance whenever possible.
4.1.1.0-12.0-7	As a core activity, the meetings agendas must be prepared and delivered in accordance with <b>CDRL PM-105</b> .
4.1.1.0-12.0-8	As a core activity, the Contractor must produce minutes and deliver them in accordance with <b>CDRL PM-106</b> .
4.1.1.0-12.0-9	As a core activity, the action items (AIs) identified in these meeting minutes must be incorporated, by the Contractor, into an <b>Issue-Action Item Log (IAIL)</b> prepared and maintained by the Contractor; a copy of the log must be delivered in accordance with <b>CDRL PM-107</b> . Status of these AIs must be reviewed at each PRM. The IAIL must be available on line via the EIE described below in section 4.1.7.
4.1.1.0-13	Program/Quarterly Review Meetings. As a core activity, the Contractor must conduct Program Review Meetings (PRM), quarterly. The Contractor, the CA, the TA and the PA must be appropriately represented.
4.1.1.0-14	Each PRM must address as a minimum the following items:
4.1.1.0-14.0-1	○ Program progress, authorised tasks progress, significant incident review, Spares orders status, and R&O status;
4.1.1.0-14.0-2	○ Risks and mitigation actions;
4.1.1.0-14.0-3	○ Tasks proposals status;
4.1.1.0-14.0-4	○ Issues - Engineering, ILS, CM/DM, EIE, QA, OM, EHS, Spares, R&O;
4.1.1.0-14.0-5	○ Action items status;
4.1.1.0-14.0-6	○ Financial issues; and
4.1.1.0-14.0-7	○ Contractor performance evaluation reviews (quarterly and annual reviews).
4.1.1.0-15	Kick-Off Meeting. The first PRM will be a formal Kick-Off meeting, within two weeks after contract start. The meeting must address as a minimum the following items:
4.1.1.0-15.0-1	○ Contractor briefing on how it will be organized to manage the contract;
4.1.1.0-15.0-2	○ roles and responsibilities of key personnel and points of contact;
4.1.1.0-15.0-3	○ key contract terms and program objectives;
4.1.1.0-15.0-4	○ timelines;

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4.1.1.0-15.0-5	○ deliverables;
4.1.1.0-15.0-6	○ communications - Procedures for monitoring and reporting progress;
4.1.1.0-15.0-7	○ procedures for managing risks and issues;
4.1.1.0-15.0-8	○ contract administration and contract change procedures; and
4.1.1.0-15.0-9	○ performance based evaluation framework.
4.1.1.0-16	The Contractor and/or Canada may schedule meetings/reviews, such as conferences, briefings and technical meetings, to help in achieving the requirements of the contract. These meetings/reviews will be conducted by audio or videoconference, as mutually agreed between the Contractor and Canada.
4.1.1.0-17	Action Items Follow-up. As a core activity, the Contractor must:
4.1.1.0-17.0-1	○ ensure that all action items identified during any meetings between the Contractor and Canada are entered into the IAIL during the meeting and agreed upon before the end of the meeting;
4.1.1.0-17.0-2	○ take action to address and complete the action items that are assigned to the Contractor, by the agreed-to date; and
4.1.1.0-17.0-3	○ seek approval by Canada in order to close an action item, or to annotate an action item as being completed.
4.1.1.0-18	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcomes:
4.1.1.0-18.0-1	○ Management of the work in accordance with the PMP as specified in para 4.1.1.0-4 (CB-A1 #1);
4.1.1.0-18.0-2	○ Preparation and submission of CDRL Items in accordance with DID's in Annex CC as specified at para 4.1.1.0-3, 8, 10, 11 and 12 (CB-A1 #3);
4.1.1.0-18.0-3	○ Notification to TA of significant incident report as specified at para 4.1.1.0-10 (CB-A1 #7);
4.1.1.0-18.0-4	○ Management of meetings as specified in para 4.1.1.0-12, 13, 14, 15 and 16 (CB-A1 #6); and
4.1.1.0-18.0-5	○ Preparation and maintenance of IAIL as specified at para 4.1.1.0-12.0-9 and 4.1.1.0-17 (CB-A1 #5).
4.1.2	<b>4.1.2 Program Performance Management System</b>

4.1.2.0-1	<p>Program Performance Management System. An important objective of the OWSS is to establish and maintain a Program Performance Management System. The Initial Performance Levels are specified in the <b>Performance Based Requirements (PBR) (Annex CB)</b>. These requirements form the Performance Baseline for Program Implementation. The Performance Requirements have both qualitative and measurable performance elements. Once established, the Performance Baseline will come under a formal Performance Monitoring Process. The primary objective of the Performance Monitoring Process is to measure and evaluate performance against the established baseline. The resulting performance evaluations may support DND's decision making process with respect to the award of contract option years, increased work efforts or expanded services/tasks based on proven efficiencies and capabilities, and provide insight into those areas that would benefit from performance improvements. These performance evaluation results will form the basis of lessons learned that DND may use on future requirements in the pursuit of what has not been contracted for yet (cycle 3 during which a new ISS separate competitive procurement process will be initiated).</p>
4.1.2.0-2	<p>Program Performance Management. The Contractor must be responsible for achieving the agreed performance targets specified in this SOW and associated <b>Annex CB</b>. Specifically, the Contractor must be responsible for achieving the performance targets specified in the Performance Based Requirements for Program Implementation and Execution. The responsibility for achieving the agreed performance is vested in the Contractor's Program Management. The Contractor's Program Management must make transparent the contribution from any of the Contractor's functional units, subcontractors or other suppliers.</p>
4.1.2.0-3	<p>Performance Baseline. The Performance Baseline is the agreed Performance Based Requirements as detailed in <b>Annex CB</b> to this contract. Those requirements form the baseline of the Performance Monitoring Process. The Performance Based Requirements will evolve over the period of the contract as a result of amendments to the OWSS Contract and these changes will be reflected in the Performance Monitoring Process.</p>
4.1.2.0-4	<p>Performance Monitoring Process. An important factor ensuring the overall effectiveness of the OWSS contract is having a common understanding of the expected level of performance, an agreed method of measurement and agreement on the results. Both parties will be responsible to perform an independent evaluation as detailed in the following paragraphs.</p>
4.1.2.0-5	<p>Contractor Performance Assessment. As a core activity, the Contractor will initiate the Performance Monitoring process by providing a self-assessment of his performance of Work on a quarterly basis against the current outcome criteria. The guidance for measurement is outlined in <b>Annex CB, Appendix 1</b>. The Contractor will submit its results with the applicable Quarterly PRM Agenda.</p>
4.1.2.0-6	<p>TA Assessment. The TA will complete also on a quarterly basis its assessment of the Contractor's performance for the same period against the outcome criteria and provide its</p>

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	assessment to the Contractor for their review and consideration.
4.1.2.0-7	Performance Resolution. Where there are differences in the evaluations completed by the respective parties, the differences must be discussed and resolved at the quarterly PRM.
4.1.2.0-8	Annual Performance Evaluation. An annual evaluation of the Contractor performance will be completed by aggregating all criteria based on the quarterly evaluations. This will be prepared for review at an Annual Performance Review Meeting convened by both Canada and the Contractor, for each Performance Period of the Contract, the period of performance being one year defined as a period from Contract Starting Date anniversary to the next Contract Starting Date anniversary minus one day. This Annual Review will be based on the cumulative quarterly assessments in accordance with <b>Appendix 1 of Annex CB</b> , and be presented at the first PRM following the end of the year.
4.1.2.0-9	Performance Improvement. As a core activity, the Contractor must develop and implement initiatives for corrective action and performance improvement to increase customer satisfaction when necessary. The effort on any given initiative shall not detract from the Contractor's responsibility for performance in other areas. The Contractor is also encouraged to recommend changes to the Performance Requirements which may result in improved efficiency and overall cost savings. Areas identified for Improvement or specific proposals are to be presented at the same time as the Annual Performance Evaluation. To assist this effort, <b>Part II of Table 1 to Appendix 1 to Annex CB</b> invites suggestions for Improvement.
4.1.2.0-10	Extraordinary Performance in Support of Operations. The ISS is a Deployable Weapons System. While the OWSS Performance Requirements are meant to reflect these circumstances and cover a wide range of performance scenarios, there will be times when an increased tempo of operations will result in demands for an increased level of service response. In these instances, the evaluations will have additional serials added to acknowledge the performance of support services provided to operations.
4.1.2.0-11	OWSS Performance Exception List (OPEL). There may be instances where the Contractor is unable to meet the performance requirements as a result of changing DND priorities and processes. In these instances, and as mutually agreed, the TA may grant specific performance relief to the Contractor on a case-by-case basis, providing the Contractor is able to demonstrate best efforts. As a core activity, the Contractor must maintain a consolidated list (OPEL) of agreed exceptions and include these in the Monthly Services Status Report. Each item of the OPEL must be addressed with a specific action plan, for which an OPI is assigned and a date of completion is committed to. An abnormal number of OPEL, as observed by Canada, will become the subject of a PRM.
4.1.2.0-12	Annual Level of Effort (LOE) Review. During the Contract, once a year at the PRM following the end of the Annual Performance Evaluation Review reporting period, the Contractor must present to the TA the previous year's aggregate of actual resource utilisation for purpose of verification by Canada. This LOE is directly related to the LOE

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	breakdown initially established at para 4.1.1.0-7.
4.1.2.0-13	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcome:
4.1.2.0-13.0-1	<ul style="list-style-type: none"> <li>○ Development and implementation of a performance improvement process as specified in para 4.1.2.0-9 (CB-A1 #2).</li> </ul>
4.1.3	<b>4.1.3 Task Management and Performance</b>
4.1.3.0-1	Any work within the scope of this Contract that is not already covered by this SOW as a core activity will be performed using the Task Authorisation Process (DND626) described at <b>Appendix 3</b> to this SOW. A detailed description of the work to be performed will be provided by DND using a Task Request. Upon acceptance of a Contractor Task Proposal by the TA, the Contractor will be assigned a Task Authorisation (DND 626), at which time the work will be allowed to start.
4.1.3.0-2	Task Proposals. Every Contractor's Task Proposal must address all the elements of the associated Task Request and outline the assumptions made, labour hours, material, schedule, risk, deliverables and cost breakdown. If a proposal is a firm fixed price proposal, it must be clearly identified as such in the proposal letter. Milestones and detailed cost breakdown must accompany a firm fixed price proposal.
4.1.3.0-3	Task Authorisations and Deliverables. If, as, and when required, the Contractor will be required to initiate and perform tasks based on specified requirements, to be defined throughout the duration of the OWSS Contract, and that are within the scope of this Contract. The Contractor must not commence activities until receiving a duly authorized Task Authorisation (DND 626). The Contractor must manage tasks as per the tasking procedures described at <b>Appendix 3</b> to this SOW.
4.1.3.0-4	As a core activity, the Contractor must develop and maintain a list of authorised tasks including item number, title, brief description, current status and delivery time. The list must be reviewed at each PRM for deviations, and must be maintained up-to-date and available for viewing via the EIE.
4.1.3.0-5	Contractor's tasking performance will be reviewed during the regular PRM.
4.1.3.0-6	Priority and Response Time. Each task shall have a priority assigned to it by the TA depending on the nature and criticality of the requirement for the task. Notwithstanding the requirement of <b>Appendix 3</b> to this SOW, when a task is in response to a problem report, the processing response time shall take into account the priority level of the need for a resolution to that problem. When urgent task support is required, the Contractor shall consider the rescheduling of other tasks, resulting in task amendments. Task priorities are defined as follows:
4.1.3.0-6.0-1	<ul style="list-style-type: none"> <li>○ P1 - same as P1 for technical problem reports (TPR) defined in para 4.1.9.1.6</li> </ul>

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	below;
4.1.3.0-6.0-2	○ P2 - same as P2 for TPR defined in para 4.1.9.1.6 below;
4.1.3.0-6.0-3	○ P3 - same as P3 for TPR defined in para 4.1.9.1.6 below;
4.1.3.0-6.0-4	○ P4 - same as P4 for TPR defined in para 4.1.9.1.6 below; and
4.1.3.0-6.0-5	○ P5 - normal business level for implementation of a task not related to a TPR, or a TPR for which priority is assigned as P5. The response time shall be in accordance with the timeline described in <b>Appendix 3</b> to this SOW.
4.1.3.0-7	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcomes:
4.1.3.0-7.0-1	○ Delivery of Task Proposals as specified at Para 4.1.3.0-2 and 4.1.3.0-6 (CB-A1 #9 and 10);
4.1.3.0-7.0-2	○ Completion of the Tasks as specified at Para 4.1.3.0-3 and 4.1.3.0-6 (CB-A1 #8); and
4.1.3.0-7.0-3	○ Preparation and maintenance of list of authorised tasks as specified at para 4.1.3.0-4 (CB-A1 #11).
4.1.4	<b>4.1.4 Configuration Management (CM)</b>
4.1.4.0-1	Throughout this in-service support contract and as a core activity, the Contractor must maintain the Configuration Management (CM) program established during the execution of the ISS acquisition contract.
4.1.4.0-2	The CM program must ensure that the documentation continue to reflect the supported and approved product through all the changes and evolution implemented as task based activities during the execution of this contract.
4.1.4.0-3	As a core activity, the established configuration management program must continue to address, as a minimum, the following areas:
4.1.4.0-3.0-1	○ Configuration Management Plan;
4.1.4.0-3.0-2	○ Configuration Identification;
4.1.4.0-3.0-3	○ Configuration Control;
4.1.4.0-3.0-4	○ Configuration Status Accounting;
4.1.4.0-3.0-5	○ Configuration Audits, and

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4.1.4.0-3.0-6	○ Technical data.
4.1.4.1	<b>4.1.4.1 Configuration Management Plan</b>
4.1.4.1.0-1	As a core activity, the Contractor must update and deliver their Configuration Management Plan (CMP) which delineates the policies, procedures, and responsible personnel that will be employed to ensure that the configuration of the ISS is properly controlled and documented. The CMP must be prepared and delivered in accordance with <b>CDRL CM-101</b> .
4.1.4.2	<b>4.1.4.2 Configuration Identification</b>
4.1.4.2.0-1	Should new Configuration Item (CI) with no NATO Stock Number (NSN) be introduced during the execution of this contract, if, as, and when required, the Contractor must prepare and deliver Supplementary Provisioning Technical Data (SPDT) in accordance with <b>CDRL LS-101</b> .
4.1.4.3	<b>4.1.4.3 Configuration Control</b>
4.1.4.3.0-1	As a core activity, the Contractor must prepare and submit Engineering Change Proposals (ECP) in accordance with <b>CDRL CM-102</b> to request authorization to make changes to the approved product baseline configuration or to a particular performance or design requirement of the contract, specification or document. If and when approved, an ECP will be implemented as a task based activity.
4.1.4.3.0-2	As a core activity, the Contractor must submit an impact analysis on cost, schedule, ILS, human factor engineering, environment and health and safety with each ECP that changes any of the following characteristics: fit, form, function or performance outside of specified limits. ECPs that do not change fit, form, function and performance outside of specified limits do not need DND's approval but must be provided as info without the full impact analysis.
4.1.4.3.0-3	As a core activity, the Contractor must prepare and submit Requests for Deviation (RFD) and/or Requests for Waiver (RFW) in accordance with <b>CDRL CM-103</b> . A RFD describes a requested departure from a Contract requirement for a specified period of time and/or a specified number of units. A RFW obtains authorization to deliver non-conforming material which may not meet prescribed documentation but is suitable for use as is or after repair and/or retrofit
4.1.4.3.0-4	As a core activity, the Contractor must prepare and submit a Specification Change Notice (SCN) in accordance with <b>CDRL CM-104</b> to describe changes to specification concurrently with the preparation of a related ECP, for each specification which would require revision if the ECP were to be approved. The SCN should only state the exact change proposed to the specification.

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4.1.4.3.0-5	As a core activity, the Contractor must prepare and submit a Notice of Revision (NOR) in accordance with <b>CDRL CM-105</b> to describe the exact change(s) to be made to each drawing, associated list, or other affected document(s) when specified as a data requirement(s) in the contract. NOR are normally applicable where document(s) affected by an ECP are not controlled by the ECP preparing activity.
4.1.4.4	<b>4.1.4.4 Configuration Status Accounting</b>
4.1.4.4.0-1	As a core activity, the Contractor must prepare CSA reports and deliver them in accordance with <b>CDRL CM-106</b> . CSA reports must be submitted with the Monthly Services Status Report (para 4.1.1.11).
4.1.4.4.0-2	If, as, and when required, for software CIs, the Contractor must update and process Software Version Description Documents in accordance with <b>CDRL CM-107</b> for new software revision.
4.1.4.5	<b>4.1.4.5 Configuration Audits</b>
4.1.4.5.0-1	If, as, and when required, the Contractor must identify, schedule and conduct the following configuration audits:
4.1.4.5.0-1.0-1	○ Functional Configuration Audits (FCA); and
4.1.4.5.0-1.0-2	○ Physical Configuration Audits (PCA).
4.1.4.5.0-2	If, as, and when required, the Contractor must produce an Audit Plan for each FCA and PCA conducted. The plans must be prepared and delivered in accordance with <b>CDRL CM-108</b> .
4.1.4.5.0-3	If, as, and when required, the Contractor must prepare and submit an Audit Report for DND approval in accordance with <b>CDRL CM-109</b> following completion of the respective audits.
4.1.4.5.0-4	For each audit conducted and upon approval of the audit report, and closure of related Action Items (AIs), if, as, and when required, the Contractor must prepare, in Contractor format, a certification for approval by the ISSP PMO. The certification package will include:
4.1.4.5.0-4.0-1	○ proof of AIs closure;
4.1.4.5.0-4.0-2	○ updated baseline; and
4.1.4.5.0-4.0-3	○ final certification sheet.
4.1.4.6	<b>4.1.4.6 Technical Data</b>

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4.1.4.6.0-1	The Contractor must provide access to its technical data (engineering drawings, data list and reference documents) depicting the ISS product delivered, when requested by the TA for viewing.
4.1.4.7	<b>4.1.4.7 Performance</b>
4.1.4.7.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcomes:
4.1.4.7.0-1.0-1	<ul style="list-style-type: none"> <li>○ Preparation and submission of CDRL Items in accordance with DIDs in Annex CC as specified in para 4.1.4.1.0-1, 4.1.4.2.0-1, 4.1.4.3.0-1, -3, -4, -5, 4.1.4.4.0-1, -2, 4.1.4.5.0-2 and -3 (CB-A1 #3); and</li> </ul>
4.1.4.7.0-1.0-2	<ul style="list-style-type: none"> <li>○ Submission of impact analysis as specified at para 4.1.4.3.0-2 (CB-A1 #12).</li> </ul>
4.1.5	<b>4.1.5 Data Management (DM)</b>
4.1.5.0-1	Throughout this in-service support contract and as a core activity, the Contractor must maintain the Data Management Program established during the execution of the acquisition contract, to control access to and delivery of contract data deliverables.
4.1.5.0-2	As a core activity, the Contractor must update and maintain his Technical Data Management Plan (TDMP) previously prepared, delivered and approved during the execution of the acquisition contract, which delineates the policies, procedures, and responsible personnel that will be employed to ensure that the data management of the ISS is properly maintained and documented. Preparation and delivery must be in accordance with <b>CDRL DM-101</b> .
4.1.5.1	<b>4.1.5.1 Deliverable Data</b>
4.1.5.1.0-1	The Contractor must prepare and deliver, for DND approval/acceptance, all data specified in the Contract Data Requirements List (CDRL), in accordance with instructions contained in each Data Item Description (DID) contained in <b>Annex CC</b> .
4.1.5.1.0-2	As required, the Contractor must revise and resubmit all data items within 15 working days (WD) of receipt of DND comments, unless specified otherwise.
4.1.5.1.0-3	The Contractor must maintain and revise all data items if, as, and when required to reflect approved changes to the Contract.
4.1.5.2	<b>4.1.5.2 Delivery of Data</b>
4.1.5.2.0-1	The TA will notify the Contractor within 15 WD of the effective start date of this Contract, the points of delivery for the data deliverables. Such notice will include the name, organisation, job title, postal and e-mail addresses, telephone and facsimile

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	numbers. The TA may, by notice, change these delivery addresses at any time.
4.1.5.2.0-2	As a core activity, the Contractor must notify the TA within 15 WD of the effective start date of this Contract, the points of delivery for TA's responses. Such notice must include the name, organisation, job title, postal and e-mail addresses, telephone and facsimile numbers. The Contractor may, by notice, change these delivery addresses at any time.
4.1.5.2.0-3	The Contractor must produce and deliver data items in a format compatible with MS Office 2003 for documents and in a format compatible with MS Project 2003 for schedules.
4.1.5.2.0-4	As a core activity, the Contractor must make available to the TA any or all Contractor policies and procedures, or other data that are referred to in this SOW or in the Contractor's data items, whenever a request is received from the TA. The Contractor must make available the data requested within five working days of receiving a request.
4.1.5.3	<b>4.1.5.3 Delivery of Data via Electronic Information Environment (EIE)</b>
4.1.5.3.0-1	Data items shall be delivered via the EIE described in the next section. The purpose of the EIE is to ensure timely delivery and access to required information.
4.1.5.3.0-2	The Contractor must notify the TA whenever a data item cannot be delivered via the EIE and propose an alternative interim means of delivery. Use of an alternate means of delivery must not preclude compliance with the delivery date for the respective data item. The Contractor must post the data item on the EIE when it is possible.
4.1.5.4	<b>4.1.5.4 Management of Data</b>
4.1.5.4.0-1	As a core activity, the Contractor must manage ISSP data deliverables and other related data within the EIE.
4.1.5.4.0-2	As a core activity, the Contractor must manage GFI in accordance with the Terms and Conditions of the Loan Agreement to contractors in <b>Annex CD</b> .
4.1.5.4.0-3	As a core activity, the Contractor must prepare and maintain a Contract Data Requirements List Item Register accessible via the EIE.
4.1.5.4.0-4	This register must contain the following fields as defined in <b>Annex CC</b> and the history of transactions of each CDRL as per the following:
4.1.5.4.0-4.0-1	○ Item #;
4.1.5.4.0-4.0-2	○ Submission # (Rev #);
4.1.5.4.0-4.0-3	○ Submission Type (Original or Revision);

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4.1.5.4.0-4.0-4	<input type="radio"/> Title;
4.1.5.4.0-4.0-5	<input type="radio"/> Linked event / Milestone;
4.1.5.4.0-4.0-6	<input type="radio"/> Due Date;
4.1.5.4.0-4.0-7	<input type="radio"/> Date Sent;
4.1.5.4.0-4.0-8	<input type="radio"/> Contractor Documentation Reference;
4.1.5.4.0-4.0-9	<input type="radio"/> Contractor Document #;
4.1.5.4.0-4.0-10	<input type="radio"/> Contractor Document Date;
4.1.5.4.0-4.0-11	<input type="radio"/> TA Comments Due Date;
4.1.5.4.0-4.0-12	<input type="radio"/> TA Comments Received Date;
4.1.5.4.0-4.0-13	<input type="radio"/> Approval Code Ap (Approval), Ac (Acceptance) or R (Review);
4.1.5.4.0-4.0-14	<input type="radio"/> TA Response Reference; and
4.1.5.4.0-4.0-15	<input type="radio"/> Remarks.
4.1.5.4.0-5	As a core activity, the Contractor's Data Manager must review with the DND Configuration Manager, on a mutually agreed frequency, the status of CDRL items, and the CDRL Item Register for completeness, accuracy and clarity, and perform the required amendments.
4.1.5.4.0-6	As a core activity, the Contractor must make the CDRL Item Register available for review by the TA via the EIE within two months after Contract start (MACS) and maintain its availability throughout the duration of the Contract.
4.1.5.5	<b>4.1.5.5 Notification of Data Delivery</b>
4.1.5.5.0-1	The Contractor must notify the CA and the TA that the data deliverable is available on the EIE for review, approval, acceptance or information as applicable.
4.1.5.5.0-2	The Contractor must include the following information in its notification:
4.1.5.5.0-2.0-1	<input type="radio"/> CDRL Item number;
4.1.5.5.0-2.0-2	<input type="radio"/> document revision number and date;
4.1.5.5.0-2.0-3	<input type="radio"/> title of the document; and

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4.1.5.5.0-2.0-4	○ contract number.
4.1.5.6	<b>4.1.5.6 Performance</b>
4.1.5.6.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcomes:
4.1.5.6.0-1.0-1	○ Preparation and submission of CDRL Items in accordance with DIDs in annex CC as specified at para 4.1.5.0-2, 4.1.5.1.0-1 (CB-A1 #3); and
4.1.5.6.0-1.0-2	○ Submission of revised CDRL Items as specified at para 4.1.5.1.0-2 (CB-A1 #4).
4.1.6	<b>4.1.6 Intellectual Property</b>
4.1.6.0-1	As a core activity, the Contractor must prepare and submit Intellectual Property (IP) Lists identifying the intellectual property used by and developed under the Contract in accordance with <b>CDRL PM-108</b> . The Intellectual Property Lists will identify the background and foreground intellectual property used and developed by the Contractor in carrying out the Contract.
4.1.7	<b>4.1.7 Electronic Information Environment (EIE)</b>
4.1.7.1	<b>4.1.7.1 Scope</b>
4.1.7.1.0-1	The Contractor must continue to manage and maintain (as a core activity) and evolve (as a task based activity) the EIE system initially provided during the execution of the acquisition contract to enable DND to continue to securely access the OWSS Contracts and ISS data.
4.1.7.1.0-2	As a core activity, the Contractor must provide authorized users with access to required data to perform their activities in support of the in-service support of the ISS.
4.1.7.2	<b>4.1.7.2 General Features</b>
4.1.7.2.0-1	From initiation of the contract, the EIE may evolve to provide increased capabilities; evolution will be the result of authorised tasks.
4.1.7.2.0-2	As a core activity, the content (data) must initially be made available as specified in the acquisition SOW. The EIE must provide access to the product related data.
4.1.7.2.0-3	The EIE must provide remote bi-directional access, between DND and the Contractor, to the Contract data items for all in-service support activities.
4.1.7.3	<b>4.1.7.3 Web-browser Based Access</b>
4.1.7.3.0-1	The EIE must provide users with access to data, through the use of DND's standard

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	Internet browser application, currently Windows Internet Explorer 7.
4.1.7.4	<b>4.1.7.4 EIE Access</b>
4.1.7.4.0-1	<u>As a core activity</u> , the Contractor must provide and maintain user account management services to establish and administer user accounts for the EIE.
4.1.7.4.0-2	Access to the EIE must be controlled via the use of passwords, which will be managed by the Contractor as a core activity.
4.1.7.4.0-3	The EIE must be accessible to authorised members of the TA support team in the performance of their activities 24 hours a day, 7 days a week, excluding Contractor planned down time.
4.1.7.4.0-4	The EIE must provide access to the latest released technical data.
4.1.7.4.0-5	The EIE must allow a user to electronically access, transfer, and post an electronic copy of CDRLs, data items (DI), Life cycle data, Project Management data, engineering change process, design reviews and other data as necessary to support the review and use of data by the TA in the performance of their activities.
4.1.7.5	<b>4.1.7.5 Extended Functionality Requirements</b>
4.1.7.5.0-1	The Contractor must support the EIE evolution through extended functionality via the use of Task Authorisations.
4.1.8	<b>4.1.8 Quality Management</b>
4.1.8.0-1	As a core activity, the Contractor must implement a Quality Management System to conduct the Work, in accordance with its PMP and its in-house Quality Management System.
4.1.8.0-2	As a core activity, the Contractor must perform Quality Management in accordance with the approved QAP.
4.1.8.0-3	As a core activity, the Contractor must provide the DND Quality Assurance Representative (QAR) with access to the Quality System, within 48 hours of receiving a visit request, to ensure the activities performed by the Contractor are in accordance with the processes and procedures detailed in the QAP.
4.1.8.0-4	As a core activity, the Contractor must provide corrective measures for all non-conformances identified by the DND QAR. The measures must address non-conformance from the prescribed or documented procedures or instances of poor practices which might have an adverse effect upon the quality of the ISS.
4.1.9	<b>4.1.9 Technical Problem Management System</b>

4.1.9.1	<b>4.1.9.1 Technical Problem Management (TPM)</b>
4.1.9.1.0-1	As a core activity, the Contractor must provide and maintain a responsive TPM capability to support the identification, investigation and resolution of technical problems of the ISS.
4.1.9.1.0-2	The Contractor must provide this service no later than the delivery of the first ISS equipment.
4.1.9.1.0-3	The Contractor must:
4.1.9.1.0-3.0-1	<ul style="list-style-type: none"> <li>○ as a core activity, collect, monitor, and analyse information concerning product technical defects and performance deficiencies, non-conformances against technical performance requirements and engineering specifications, contractual requirements, and inventory status. This should include information from any sub-contractors. Any deviations must be recorded in Technical Problem Reports (TPRs) , from both internal (Contractor origin) and external (TA origin) sources;</li> </ul>
4.1.9.1.0-3.0-2	<ul style="list-style-type: none"> <li>○ for problems requiring resolution and as a core activity, classify them in terms of category and priority in collaboration with the TA;</li> </ul>
4.1.9.1.0-3.0-3	<ul style="list-style-type: none"> <li>○ as a core activity, identify possible solutions or courses of action i.e. recommend increased monitoring and the appropriate technical resources required;</li> </ul>
4.1.9.1.0-3.0-4	<ul style="list-style-type: none"> <li>○ should a task based activity result from the above steps, upon receipt of a task authorisation, investigate, develop and implement a corrective action plan; and</li> </ul>
4.1.9.1.0-3.0-5	<ul style="list-style-type: none"> <li>○ as a core activity, track the problem resolution status.</li> </ul>
4.1.9.1.0-4	As a core activity, the Contractor must submit all TPRs, to the TA, for his concurrence.
4.1.9.1.0-5	Once concurred with by the TA, a request for a task based activity may be raised by the TA to start the investigative work and to develop a corrective action plan to correct a reported technical problem and prevent its recurrence.
4.1.9.1.0-6	Priority and Response Time. Corrective action plans shall take into consideration the priority level assigned to the technical problem, which will also be reflected in the priority of the task. The Contractor's response to technical problem shall be in accordance with the priorities defined in the table below:

4.1.9.1.0-7	<table border="1"> <thead> <tr> <th data-bbox="342 302 581 342">Priority</th> <th data-bbox="581 302 1032 342">Definition</th> <th data-bbox="1032 302 1456 342">Response Time</th> </tr> </thead> <tbody> <tr> <td data-bbox="342 342 581 762">1</td> <td data-bbox="581 342 1032 762">Any problem that prevents the accomplishment of an operational or mission critical capability jeopardizing safety, security, or any other requirement designated critical. This can be further defined as any problem that causes or has the potential to cause a failure that results in complete denial of a capability.</td> <td data-bbox="1032 342 1456 762">Contractor must respond within 24 hours with a technical solution, which either resolves the problem, or at worst must provide a reasonable work-around thereby downgrading the problem to a priority 3.</td> </tr> <tr> <td data-bbox="342 762 581 1066">2</td> <td data-bbox="581 762 1032 1066">Any problem that causes the loss of or denies the use of a function of an operational or mission critical capability and there is, at the time, no reasonable work around.</td> <td data-bbox="1032 762 1456 1066">Contractor must respond within 48 hours with a technical solution that resolves the problem, or at worst must provide a reasonable work-around thereby downgrading the problem to a priority 3.</td> </tr> <tr> <td data-bbox="342 1066 581 1262">3</td> <td data-bbox="581 1066 1032 1262">Any problem that causes the loss of or denies the use of a particular function of a capability and there is a reasonable workaround.</td> <td data-bbox="1032 1066 1456 1262">The Contractor must respond within 10 working days with a technical solution, which resolves the problem.</td> </tr> <tr> <td data-bbox="342 1262 581 1455">4</td> <td data-bbox="581 1262 1032 1455">Any problem that results in user/operator inconvenience or annoyance but does not prevent the user/operator from performing any function.</td> <td data-bbox="1032 1262 1456 1455">The Contractor must respond within 20 working days with a technical solution, which resolves the problem.</td> </tr> <tr> <td data-bbox="342 1455 581 1608">5</td> <td data-bbox="581 1455 1032 1608">Any other problems/defects.</td> <td data-bbox="1032 1455 1456 1608">The Contractor must respond within 65 working days with a technical solution, which resolves the problem.</td> </tr> </tbody> </table>	Priority	Definition	Response Time	1	Any problem that prevents the accomplishment of an operational or mission critical capability jeopardizing safety, security, or any other requirement designated critical. This can be further defined as any problem that causes or has the potential to cause a failure that results in complete denial of a capability.	Contractor must respond within 24 hours with a technical solution, which either resolves the problem, or at worst must provide a reasonable work-around thereby downgrading the problem to a priority 3.	2	Any problem that causes the loss of or denies the use of a function of an operational or mission critical capability and there is, at the time, no reasonable work around.	Contractor must respond within 48 hours with a technical solution that resolves the problem, or at worst must provide a reasonable work-around thereby downgrading the problem to a priority 3.	3	Any problem that causes the loss of or denies the use of a particular function of a capability and there is a reasonable workaround.	The Contractor must respond within 10 working days with a technical solution, which resolves the problem.	4	Any problem that results in user/operator inconvenience or annoyance but does not prevent the user/operator from performing any function.	The Contractor must respond within 20 working days with a technical solution, which resolves the problem.	5	Any other problems/defects.	The Contractor must respond within 65 working days with a technical solution, which resolves the problem.
Priority	Definition	Response Time																	
1	Any problem that prevents the accomplishment of an operational or mission critical capability jeopardizing safety, security, or any other requirement designated critical. This can be further defined as any problem that causes or has the potential to cause a failure that results in complete denial of a capability.	Contractor must respond within 24 hours with a technical solution, which either resolves the problem, or at worst must provide a reasonable work-around thereby downgrading the problem to a priority 3.																	
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3	Any problem that causes the loss of or denies the use of a particular function of a capability and there is a reasonable workaround.	The Contractor must respond within 10 working days with a technical solution, which resolves the problem.																	
4	Any problem that results in user/operator inconvenience or annoyance but does not prevent the user/operator from performing any function.	The Contractor must respond within 20 working days with a technical solution, which resolves the problem.																	
5	Any other problems/defects.	The Contractor must respond within 65 working days with a technical solution, which resolves the problem.																	
4.1.9.2	<b>4.1.9.2 Technical Problem Management</b>																		
4.1.9.2.0-1	As a task based activity, the Contractor must develop a task proposal for a recommended solution/corrective action plan with appropriate engineering change proposal if required, for technical problems in which DND is causally involved in part or in whole.																		

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4.1.9.3	<b>4.1.9.3 Performance</b>
4.1.9.3.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcome:
4.1.9.3.0-1.0-1	<ul style="list-style-type: none"> <li>○ Response time to technical problems as specified at para 4.1.9.1.0-6 (CB-A1 #10).</li> </ul>
4.1.10	<b>4.1.10 Obsolescence Management (OM)</b>
4.1.10.0-1	Obsolescence Management (OM) Support. As a core activity, the Contractor must provide Obsolescence Management Services for the ISS. Obsolescence is defined as the loss or impending loss of the last known manufacturer or supplier of raw materials, production parts or repair parts. OM consists of those activities necessary to monitor, analyze and report obsolescence issues. If, as, and when required, the implementation of an OM solution must be performed under a Task with a resulting Spare Parts order.
4.1.10.0-2	OM Candidates List. As a core activity, the Contractor must maintain and deliver for information an Obsolescence Management Candidates List (OMCL) in accordance with <b>CDRL LS-102</b> .
4.1.10.0-3	OM Issues Report. As a task based activity, the Contractor must provide the Technical Authority (TA) an Obsolescence Management Issues Report (OMIR) in accordance with <b>CDRL LS-103</b> . The OM Issues Report must outline the specifics of a pending issue for those sub-systems or component parts that represent the most significant and highest risk in terms of obsolescence. A component must be considered to be a high risk if it is on the OMCL and will become obsolete within one year or less. Based upon the Contractor's recommendation, the TA may request that an OM solution be performed under an authorized task or through spare parts procurement.
4.1.10.0-4	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcome:
4.1.10.0-4.0-1	<ul style="list-style-type: none"> <li>○ provision of an effective OM system as specified at para 4.1.10.0-1 (CB-A1# 13); and</li> </ul>
4.1.10.0-4.0-2	<ul style="list-style-type: none"> <li>○ Preparation and submission of CDRL Items, in accordance with DIDs in Annex CC as specified at para 4.1.10.0-2 and 3 (CB-A1 #3).</li> </ul>
4.1.11	<b>4.1.11 Environmental Health and Safety (EHS) Support</b>
4.1.11.0-1	The Contractor must provide EHS support on a continuous basis as detailed below.
4.1.11.1	<b>4.1.11.1 General</b>
4.1.11.1.0-1	The Contractor must consider, incorporate and document EHS into the decision making

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	process throughout the OWSS execution.
4.1.11.1.0-2	The Contractor must not increase the hazard risk, or the number of controlled substances in any changes to the existing configuration without a measureable increase in equipment performance that is authorized by the Technical Authority. For any proposed changes, the Contractor must review the Canadian Forces Supply System (CFSS) material listing for an existing suitable product before recommending introduction of a new product into the CFSS inventory.
4.1.11.1.0-3	New or amended support documentation, such as Canadian Forces Technical Orders (CFTOs) must be incorporated with appropriate EHS warnings and instructions in direct relation to the EHS risks presented in the contents.
4.1.11.1.0-4	As a core activity, the Contractor must provide for and allow DND inspection and monitoring of EHS documentation throughout the life of the contract.
4.1.11.1.0-5	The Contractor must comply with DND policies, orders, directives, instructions and best practices when accessing DND owned or controlled lands, buildings or equipment.
4.1.11.1.0-6	The Contractor shall be held liable for any damages caused by the Contractor's improper packaging, labelling or carriage of goods/products.
4.1.11.1.0-7	The Contractor must ensure that revisions to the specifications, standards, support documents and test programs are reviewed for EHS compliance. The contractor must incorporate into the technical publications the appropriate EHS warnings and instructions in direct relations to new EHS risks.
4.1.11.1.0-8	As a core activity, the Contractor must advise the TA and obtain approval prior to incorporating any new materials that impact EHS. The ECP (4.1.4.3.0-1) must address such change.
4.1.11.1.0-9	Upon request by the TA, the Contractor must implement design changes, or changes to processes or other equipment, that TA identifies to reduce environmental impact and hazards. The Contractor may propose additional measures.
4.1.11.1.0-10	The TA may request that the Contractor incorporate changes to the equipment or program equipment and services in response to the promulgation of new or amended EHS legislation, DND policies or directives.
4.1.11.1.0-11	The Contractor must distribute, as directed by the TA, the Hazardous Material Profiles of the supported equipment.
4.1.11.2	<b>4.1.11.2 Compliance</b>
4.1.11.2.0-1	The Contractor must comply in all respects with Environmental, Health and Safety legislations, such as the Canadian Environmental Protection Act, Canadian Environmental

	Assessment Act, Hazardous Products Act, Transportation of Dangerous Goods Act, Canada Labour Code, and their regulations, in force in relation to the provision of Services. Where the provisions of any such legislation are implemented by the use of voluntary agreements or codes of practice, the Contractor must comply with such agreements or codes of practices as if they were incorporated into Canada law subject to those voluntary agreements being cited in tender documentation. The Contractor must comply with laws applicable to the performance of the Contract, regardless of them being identified, or not, within the tender. The Contractor must provide evidence of compliance with such laws to Canada at such times as Canada may reasonably request.
4.1.11.2.0-2	The Contractor must ensure that the provision of the goods and services are fully compliant with Canadian Legislation or regulations. When non-compliance occurs the Contractor must advise DND.
4.1.11.3	<b>4.1.11.3 Hazardous Products</b>
4.1.11.3.0-1	Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements.
4.1.11.3.0-2	The Contractor must include within the Environmental, Health and Safety Assessment (EHSA) Material Safety Data Sheets (MSDS) for all products/materials, which are used in the operation and maintenance of the Work, that fall under the Hazardous Products Act, R.S.C. 1985, c. H-3 and regulation(s) there under in accordance with the said Act and regulation(s).
4.1.11.4	<b>4.1.11.4 Controlled Products</b>
4.1.11.4.0-1	Controlled products are defined as products containing substances:
4.1.11.4.0-1.0-1	○ Regulated and proposed to be regulated under the Canadian Environmental Protection Act (CEPA);
4.1.11.4.0-1.0-2	○ Listed in Schedule I, Toxic Substances List under the CEPA;
4.1.11.4.0-1.0-3	○ Targeted chemicals subject to the National Pollutant Release Inventory;
4.1.11.4.0-1.0-4	○ Targeted by the Chemicals Management Plan - List of Challenge Substances; and/or
4.1.11.4.0-1.0-5	○ Targeted under the Accelerated Reduction/Elimination of Toxic Substances Program.
4.1.11.4.0-2	The use of any controlled products, as part of the Work under this Contract, must be submitted for review and approval through the TA before use. The use of controlled products must be reviewed in consultation with the TA, to determine whether replacement

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	by other less hazardous products (IAW the Canada Labour Code, Part II) that meet performance requirements can be utilised, and if so, to replace these controlled products with products of less hazard. It is DND policy to restrict or eliminate the use of controlled products. The promulgation of new or amended legislations, regulations, policies or directives throughout this Contract period may necessitate changes to support processes and activities. These changes must be incorporated as required to ensure compliance throughout the contract period.
4.1.11.4.0-3	Controlled Products Listing. As part of any subcontract/sublet requirement raised by the Contractor in support of the Work, the subcontract/sublet must include a clause for the use of the least hazardous Controlled Product necessary, while maintaining operation effectiveness. Controlled Products that are banned must not be used. When a Controlled Product must be used, the Contractor must provide justification for its use and obtain TA approval prior to use. The Contractor must supply the TA with the respective Material Safety Data Sheets for all hazardous material products listed.
4.1.11.4.0-4	The Contractor must submit a request to the Technical Authority for approval for the use of any controlled products. The use of controlled products must be reviewed in consultation with Technical Authority, to determine whether replacement by other less hazardous products (IAW the Canada Labour Code, Part II) that meet performance requirements can be utilised, and if so, to replace these controlled products with products of less hazard. It is DND policy to restrict or eliminate the use of controlled products.
4.1.11.4.0-5	The Contractor must avoid the use of any controlled products/substances, as part of the Work under this Contract, where feasible and as dictated by regulatory requirements.
4.1.11.4.0-6	Controlled Products Instructions: The Contractor must ensure that appropriate instructions regarding the handling, use, transportation, storage and disposal of Controlled Products are contained in the EHS documentation.
4.1.11.4.0-7	The Contractor shall be responsible for the change of any products used in the provision of the goods or services that are not in compliance with Canadian legislation or regulations at their own expense.
4.1.11.5	<b>4.1.11.5 Hazardous Materials Restrictions</b>
4.1.11.5.0-1	The following specified hazardous substances are restricted in the following manner:
4.1.11.5.0-1.0-1	<ul style="list-style-type: none"> <li>○ The Contractor must not utilize a halocarbon identified within Schedule 1, items 1 to 9, 11, and 12 of the Federal Halocarbon Regulations;</li> </ul>
4.1.11.5.0-1.0-2	<ul style="list-style-type: none"> <li>○ Halocarbons as identified within the Ozone-Depleting Substances Regulations must not be incorporated into the design, operation or maintenance of equipment, products, or support services;</li> </ul>
4.1.11.5.0-1.0-3	<ul style="list-style-type: none"> <li>○ Asbestos and Polychlorinated Biphenyls (PCBs) must not be incorporated into the</li> </ul>

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	design, operation or maintenance of equipment, products, or support services; and
4.1.11.5.0-1.0-4	○ Mercury as follows:
4.1.11.5.0-1.0-4.0-1	<ul style="list-style-type: none"> <li>● The Contractor must comply with all Mercury Regulations in effect throughout the conduct of the Work.</li> </ul>
4.1.11.5.0-1.0-4.0-2	<ul style="list-style-type: none"> <li>● Products containing mercury must comply with mercury content limit as identified in the promulgated Mercury Regulations.</li> </ul> <p>Source Environment Canada: <a href="http://www.gazette.gc.ca/rp-pr/p1/2011/2011-02-26/html/reg4-eng.html">http://www.gazette.gc.ca/rp-pr/p1/2011/2011-02-26/html/reg4-eng.html</a></p>
4.1.11.5.0-1.0-4.0-3	<ul style="list-style-type: none"> <li>● Where the equipment utilizes mercury, in any shape or form, contained or used within the design, operation and maintenance of equipment, support tooling, products or materials used or consumed, they must be identified and associated with their physical location within or on the Work provided. The Contractor must provide the following for each occurrence of mercury in tabular format to the Technical Authority (TA): <ul style="list-style-type: none"> <li>i. Equipment NSN (for equipment containing mercury);</li> <li>ii. Equipment Description;</li> <li>iii. NSN or Defence Resource Management Information Systems (DRMIS) unique identifier of the item containing Mercury (if it exists);</li> <li>iv. Manufacturer of the mercury-containing item;</li> <li>v. Date of manufacture of the mercury-containing item;</li> <li>vi. Manufacturer part number of the mercury-containing item;</li> <li>vii. NATO Supply Code for Manufacturers (NSCM) of the mercury-containing item /Commercial and Government Entity (CAGE) Code;</li> <li>viii. Description of the mercury-containing item;</li> <li>ix. The form of mercury (e.g. liquid, vapour, amalgam, metal halide);</li> <li>x. Quantity of mercury (kg mass);</li> <li>xi. Volume of mercury (L) and its concentration in ppm [provided either mass or volume/concentration of mercury, but not both];</li> <li>xii. The location of the mercury-containing item(s);</li> <li>xiii. Quantity of mercury-containing item per reported equipment;</li> <li>xiv. Total Quantity of mercury within the reported equipment (for kg mass and volume/concentration); and</li> </ul> </li> </ul>

	xv. Material Safety Data Sheet, where possible.
4.1.11.5.0-1.0-4.0-4	<ul style="list-style-type: none"> <li>• The Contractor must ensure that consumable products and equipment containing mercury are labelled in a readily visible location. The information must be in characters that are at least 3 mm in height, legible and indelible and that are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable. The label must be enclosed by a borderline and easily distinguishable from other graphic material on the product or its package. The label must be bilingual and include the following:               <ul style="list-style-type: none"> <li>i. a statement "CAUTION/MISE EN GARDE" in characters that are at least 4 mm in height;</li> <li>ii. a statement that the product contains mercury and the content of mercury in the product in milligrams or, in the case of a product found in the 'Substances Contained in Certain Products' Table from the Mercury Regulation source in Para 4.1.11.5.0-1.0-4.0-2, a statement that the quantity of the toxic substance is less than or equal to the Maximum Quantity listed in the table.</li> <li>iii. information on the action to be taken in case of accidental breakage and a description of the risks associated with the use of the product, the address of a website that contains the information, or contact information for a person who can provide that information;</li> <li>iv. information on the options available for proper disposal and recycling in accordance with the laws of jurisdiction where the disposal or recycling to take place, the address of a website that contains the information, or contact information for a person who can provide that information;</li> <li>v. a warning that the product is to be managed in accordance with the applicable disposal or recycling laws; and</li> <li>vi. the "Hg" symbol encircled by a line on a readily visible location on the product where the characters are at least 3 mm in height which are impressed, embossed or in a colour that contrasts with the label's background or the colour of the product as applicable. Note: Hg symbol stands for mercury.</li> </ul> </li> </ul>
4.1.11.5.0-1.0-4.0-5	<ul style="list-style-type: none"> <li>• If the product is not large enough to accommodate the information, the information must be:               <ul style="list-style-type: none"> <li>i. in a readily visible location on the package in which the product is sold or offered for sale; or</li> <li>ii. in a notice attached to the product or in a manual that accompanies the product, if there is no package, or if the package is not large enough to accommodate the information; and</li> </ul> </li> </ul>

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	iii. in both official languages.
4.1.11.5.0-2	Technical documentation must include warnings for equipment containing mercury and must identify work procedures for safe handling of mercury including PPE, spill clean up and disposal.
4.1.11.6	<b>4.1.11.6 Occupational Health and Safety</b>
4.1.11.6.0-1	The design, engineering, procurement, installation, operation, and maintenance of equipment and installations must be compliant with the provisions contained in standards, legislation and best practices, specifically Canada Labour Code, Part II, the Canada Occupational Health and Safety Regulations, and any referenced standard. Where there is a known standard (i.e. international) that is more stringent; then it must be considered as the minimum requirement to ensure all health and safety considerations are incorporated and conformance to regulations.
4.1.11.6.0-2	As a core activity, the contractor must maintain an Occupational Health and Safety Management System (OHSMS), which is consistent with the principles presented in OHSAS 18001, throughout the OWSS execution.
4.1.11.6.0-3	It is DND / CF policy to maintain a program of General Safety, which ensures that safety considerations are incorporated into every aspect of departmental operations including training and support activities.
4.1.11.6.0-4	The Contractor must comply with the requirements of the general safety program in the development, maintenance and provision of the project. Where work is performed at government owned facilities, the contractor must implement a general safety program for OWSS activities of the project that must conform to the following publications, which contain the major occupational health and safety regulatory instruments that have been approved for application throughout DND and the CF:
4.1.11.6.0-4.0-1	○ A-GG-040-004/AG-001 - General Safety Program - Volume 1, Policy and Program;
4.1.11.6.0-4.0-2	○ C-02-040-007/TS-001- General Safety Precautions;
4.1.11.6.0-4.0-3	○ C-02-040-009/AG-001 – General Safety Program - General Safety Standards; and
4.1.11.6.0-4.0-4	○ Canada Labour Code, Part II.
4.1.11.7	<b>4.1.11.7 Environmental Health and Safety Management System (EHSMS)</b>
4.1.11.7.0-1	As a core activity, the Contractor must maintain a management system in place throughout the OWSS execution to control environmental, health and safety impacts resulting from their activities, products or services. ISO 14001 - Environmental Management Systems; Specification with Guidance for Use - is a benchmark for an

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	effective environmental management system (EMS) applicable to all types and sizes of organizations. Certification to this standard is preferred but not necessary. The Contractor must, however, have a formalized set of procedures and control measures in place to achieve conformance with the requirements of this Work, while ensuring environmental, health and safety protection and pollution prevention. The EMS requirement is applicable to the Contractor. The TA must have the right to make examinations and audits of the Work and control processes/procedures and infrastructure with respect to the environmental, health and safety management system as they may think fit.
4.1.11.7.0-2	The EMS requirement is applicable to the Contractor, and all subcontractors that may provide support to the Contract requirements. The Contractor must make reasonable effort to monitor that all subcontractors are in compliance with applicable environmental laws and regulations.
4.1.11.7.0-3	The Contractor must keep accurate and complete EHS records, which must, upon request, be made available to the Technical or Inspection Authority, who may only view such documents. During the performance of the Contract and for any period of time thereafter provided in the Contract, request for copies of any document will be made formally to the Contractor.
4.1.11.8	<b>4.1.11.8 Environmental Health and Safety aspects in Design</b>
4.1.11.8.0-1	The ECMA International Standard ECMA-341, “Environmental design considerations for ICT and CE products” (<< <a href="http://www.ecma-international.org/publications/files/ECMA-ST/ECMA-341.pdf">http://www.ecma-international.org/publications/files/ECMA-ST/ECMA-341.pdf</a> >>) must be incorporated where feasible, and not in conflict with other requirements identified within the Work requirement, to reduce the environmental impact of the product and to facilitate end of life disposal.
4.1.11.8.0-2	The Contractor must comply with the Limits of Human Exposure to Radiofrequency Electromagnetic Fields in the Frequency Range from 3 KHZ to 300 GHZ - Safety Code 6.
4.1.11.9	<b>4.1.11.9 Environmental Health and Safety Assessment (EHSA)</b>
4.1.11.9.0-1	Should approved changes occur throughout the OWSS execution that impact EHS, as a core activity, the Contractor must update and deliver a revised Environmental, Health and Safety Assessment (EHSA) for approval by the Technical Authority in accordance with <b>CDRL PM-109</b> . These EHS assessments are controlled documents and the Contractor must retain them for the duration of the OWSS execution, including any options exercised pursuant to the Contract and must provide them upon request.
4.1.11.10	<b>4.1.11.10 Disposal</b>
4.1.11.10.0-1	As a task based activity, the Contractor must develop disposal plans and prepare decommissioning/disposal instructions as directed or approved by the TA. In addition to the operational, technical and administrative aspects required, these plans and instructions must include EHS considerations to ensure the protection of individuals and the

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	environment and to mitigate the EHS impacts resulting from the decommissioning/disposal activities. A Decommissioning/Disposal EHS Assessment must be conducted prior to any decommissioning/disposal action being taken to ensure that the proper mitigation measures have been identified and that the instructions/plans are compliant with EHS legislations/regulations and policies/directives that are in force at that time.
4.1.11.11	<b>4.1.11.11 Performance</b>
4.1.11.11.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> , to achieve the following outcome:
4.1.11.11.0-1.0-1	<ul style="list-style-type: none"> <li>○ Preparation and submission of CDRL Items in accordance with DID in Annex CC, as specified at para 4.1.11.9.0-1 (CB-A1 # 3).</li> </ul>
4.1.12	<b>4.1.12 Government Property Management</b>
4.1.12.0-1	Canada will make available to the Contractor Government Furnished Equipment (GFE) and Government Furnished Information (GFI) to be used to support the Work of the SOW, as per the listing in <b>Annexes CD and CE</b> (sections 1.1 to 1.4) to the OWSS contract.
4.1.12.0-2	As a core activity, the Contractor must prepare and deliver Government Property Reports in accordance with <b>CDRL PM-110</b> following the conduct of physical audits. The reports must be made available via the EIE.
4.1.12.0-3	As a core activity, the Contractor must assist Canada in conducting physical audits of all Government property selected for use by the Contractor.
4.2	<b>4.2 Supply Support</b>
4.2.1	<b>4.2.1 Supply Support Management Services</b>
4.2.1.0-1	The Contractor must provide Supply Support Management Services in support of provision of Spare Parts and Repair & Overhaul Services. The support management services (administration and management) described in this section are considered core activities. The cost of spares and actual repairs will be covered by contract change proposals and/or tasking activities (DND 626).
4.2.2	<b>4.2.2 Provision of Spare parts</b>
4.2.2.0-1	As a core activity, the Contractor must deliver a Spares Catalogue listing all items identified as being required for DND ISS maintenance tasks in accordance with <b>CDRL LS-104</b> . The Contractor must base the ISS Spares Catalogue on the Recommended Spare Parts List (RSPL), the Consumable and Bulk Item List (CBIL) and the Recommended Support Equipment Requirements List (RSERL) all approved by the TA during the

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	execution of the Acquisition Contract.
4.2.2.0-2	Spare Parts Proposals. Upon the initiation of a requirement for spare parts for ISS, except for consumables and common hardware, as a core activity the Contractor must prepare and submit its prices and delivery schedule proposal. The Contractor must reference the TA approved ISS Spares Catalogue. As a core activity the Contractor must monitor all proposals and report monthly, in the Monthly Service Status Report, on related issues. The Monthly Service Status Report must include, when applicable, a recommended plan to address issues. Clarification on the proposal may be requested.
4.2.2.0-3	Maintenance of Spares Catalogue. To facilitate the selection of spares and as a core activity, the Contractor must maintain the ISS Spares Catalogue. Notification of updates to the Catalogue due to changes by suppliers or errors in the Catalogue must be provided for TA acceptance.
4.2.2.0-4	Spares Catalogue Validity. As a core activity, the Contractor must ensure that the Spares Catalogue is valid until the end of the first Contract Year of the OWSS contract. For each subsequent Contract Year, the Contractor must submit for TA acceptance its updated Catalogue no later than two months before the start of the new Contract year.
4.2.2.0-5	Ordering of Spares. After a review of the Contractor's proposal for Spare Parts, the CA may provide the Contractor with orders using the formal process described at <b>Appendix 4 of this SOW - Spare Parts Procurement Process</b> . At regular intervals, Contract changes consolidating all orders will be made by the CA for the agreed upon spare parts with price and delivery schedule. These spare parts will be included in the Contract as deliverables.
4.2.2.0-6	Supplied Materiel. The Contractor must ensure that materiel supplied must be new materiel. On an exceptional basis, and upon approval from the TA and the CA, Non-New or Reconditioned Materiel may be acquired. In such instances, the Contractor must provide certification that the Non-New or Reconditioned Materiel is in conformance to the applicable Original Equipment Manufacturer (OEM) performance specification. The Contractor must notify both the TA and the CA if an item is superseded or made obsolete, in accordance with this SOW. The Contractor must obtain consent prior to incurring further costs pursuant to the processing of an order for such a superseded or obsolete item.
4.2.2.0-7	Incomplete Assemblies. The Contractor must not ship incomplete assemblies against a requirement, unless prior authority for such shipment has been obtained from the TA, in accordance with this SOW.
4.2.2.0-8	Timely Delivery of Spare Parts. The Contractor must deliver Spare Parts in accordance with the agreed delivery date. After an order is placed, the Contractor must immediately advise the CA and the TA of any delay to the agreed delivery date (Past Due).
4.2.2.0-9	Urgent Orders for Spare Parts. The Contractor may be required from time to time to process an urgent spare parts order. The Contractor will be requested to expedite delivery,

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	at which point special terms and conditions may apply.
4.2.2.0-10	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcomes:
4.2.2.0-10.0-1	<ul style="list-style-type: none"> <li>○ delivery of Spare Parts Proposals or clarifications to the CA as specified at Para 4.2.2.0-2 and 4.2.2.0-5 (CB-A1 # 15); and</li> </ul>
4.2.2.0-10.0-2	<ul style="list-style-type: none"> <li>○ delivery of Spare Parts as specified at Para 4.2.2.0-8 (CB-A1 # 16).</li> </ul>
4.2.2.0-11	The Contractor's performance with the provision of spare parts will be reviewed during regularly held PRM. Related issues and their resolution will also be discussed at that time.
4.2.3	<b>4.2.3 Repair and Overhaul (R&amp;O)</b>
4.2.3.0-1	As a core activity, the Contractor must deliver for approval by the TA an R&O Candidates List in accordance with <b>CDRL LS-105</b> .
4.2.3.0-2	Repair and Overhaul Services. As a core activity, the Contractor must provide Repair and Overhaul (R&O) services for all applicable depot repairable items identified by the Contractor in the approved <b>CDRL LS-105</b> . This list of items will be used to prepare a DND Selection Notice and Priority Summary (SNAPS), which will specify the procedures for the repairable items. The SNAPS will be provided to the Contractor by the TA and be updated/revised as required.
4.2.3.0-3	The Contractor R&O services must be in accordance with the instructions provided under A-LM-184-001/JS-001, Special Instructions for Repair and Overhaul Contractors.
4.2.3.0-4	DND will send items for R&O to a Canadian address only. If applicable, custom clearance will be the responsibility of the Contractor. The time required for clearances must be included as part of the turn-around-time (TAT).
4.2.3.0-5	All material going to R&O will be accounted for on a Repairable Material Account (RMA) to be allocated by the TA or his authorized representative.
4.2.3.0-6	Repairable Material Request. For repairable material that are received but are not specifically documented on the SNAPS, as a core activity, a repairable material request (RMR) must be raised by the Contractor and appropriately approved by the TA. The Contractor must not begin servicing any item under this category until he has, as a core activity, submitted an estimate for the repair work and received authorization from the TA to proceed. The Contractor is to advise the TA by written message of this occurrence and then hold the materiel pending disposition instructions. The message to the TA should contain the NSN, the cost of repairs, the replacement cost and any other pertinent information.
4.2.3.0-7	The Contractor will be responsible for the provisioning of parts, material, equipment and

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	technical data to conduct R&O. In circumstances where the repair of ISS equipment, will require spare parts, the Contractor must supply all parts and components necessary to satisfy the R&O activity. The price of such spare parts must be in accordance with the pre-authorized and agreed spares catalogue.
4.2.3.0-8	It will be the Contractor's responsibility to ensure the procurement of spare parts do not have any negative impact on the Contractor R&O committed TAT performance.
4.2.3.0-9	Replacement parts and subassemblies provided by the Contractor must be of new or like-new quality and equivalent in function to original equipment parts.
4.2.3.0-10	As part of the authorised task, a list of replaced parts must be sent to the TA with a request for disposal instructions. All Contractor-supplied parts and associated labour must carry a ninety-day (90) warranty as a minimum.
4.2.3.0-11	As part of the authorised task, the Contractor must ensure that all equipment assemblies or components, after overhaul or reconditioning have the original marking information restored and a CF 942 Tag or Label attached and appropriately marked with:
4.2.3.0-11.0-1	○ Stock Code;
4.2.3.0-11.0-2	○ Description;
4.2.3.0-11.0-3	○ Serial Number (where applicable);
4.2.3.0-11.0-4	○ RMA #;
4.2.3.0-11.0-5	○ Date of Repair; and
4.2.3.0-11.0-6	○ Tech signature.
4.2.3.0-12	Beyond Economical Repair. Items which are identified as beyond economical repair in accordance with the agreed maximum repair price must be reported to the TA, who in turn must provide disposal instructions. As part of the authorised task, the Contractor must then provide disposal services of the DND own material.
4.2.3.0-13	Third Party R&O Providers. As a core activity, the Contractor must manage DND R&O items that are sent to any third party R&O provider.
4.2.3.0-14	Turn Around Time (TAT). For R&O performance measurement purposes, the term "Turn Around Time" (TAT) is defined as the elapsed time between when the Contractor takes receipt on his dock and the generation of the DND Picking Slip when the item is available for return to DND.
4.2.3.0-15	Timely Return of R&O Candidates. The Contractor must return R&O candidates in accordance with the agreed TAT, as documented in Item 17 of <b>Attachment 1 to</b>

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	<b>Appendix 1 to Annex CB</b> to this contract.
4.2.3.0-16	From time to time, when requested by the TA, the Contractor shall have the capability to support up-tempo return of R&O candidates (e.g. reconstitution activities). Special terms and conditions may apply in those instances.
4.2.3.0-17	R&O Performance Reports. The Contractor must prepare and deliver, as prescribed at <b>Annex CC</b> , the following R&O reports:
4.2.3.0-17.0-1	○ <b>CDRL PM-104</b> - Monthly Services Status Reports; and
4.2.3.0-17.0-2	○ <b>CDRL PM-111</b> - Annual R&O Performance Reports.
4.2.3.0-18	<b>R&amp;O Candidate List Updates.</b> On an if, as, and when required basis, and/or in support to an ECP or CCP, the Contractor must submit updates in <b>CDRL LS-105</b> - Repair and Overhaul (R&O) Candidates List.
4.2.3.0-19	Performance. The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcome:
4.2.3.0-19.0-1	○ provision of R&O services as specified at Para 4.2.3.0-1 to 4.2.3.0-13, following, whenever possible, the prioritization principle of "FIFO" (first-in-first-out) (CB-A1 # 14);
4.2.3.0-19.0-2	○ achievement of R&O Turn Around Time (TAT) as specified at Para 4.2.3.0-14 and 4.2.3.0-15 (CB-A1 # 17); and
4.2.3.0-19.0-3	○ Preparation and submission of CDRL Items in accordance with DID's in Annex CC, as specified at para 4.2.3.0-1, -17 and -18 (CB-A1 # 3).
4.2.3.0-20	The Contractor's performance with the provision of R&O services will be reviewed during regularly held PRM. Related issues and their resolution will also be discussed at that time.
4.3	<b>4.3 Technical Support</b>
4.3.1	<b>4.3.1 Technical Training</b>
4.3.1.0-1	Training Provisioning Services. If, as, and when required by the TA, the Contractor must conduct ISS training in accordance with the requirements of the authorized task. The Contractor must conduct training at the location identified in the Tasking Authorisation. The Contractor must conduct Instructor (Train the Trainer) training and training that fulfills the operator, maintenance, and system management functions of the ISS.
4.3.1.0-2	Training Development Services. If, as, and when required, the Contractor must complete training development activities that include the analysis, design, development, and

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	delivery of ISS training. When tasked by the TA, the Contractor must complete training development activities to either modify existing training or create new training in order to meet evolving operational requirements.
4.3.2	<b>4.3.2 Technical Support Services</b>
4.3.2.0-1	If, as, and when required by the TA, the Contractor must provide Technical Support Services. These services include:
4.3.2.0-1.0-1	○ support to technical investigations and engineering support;
4.3.2.0-1.0-2	○ special investigations and technical studies;
4.3.2.0-1.0-3	○ investigation and recommendation on UCRs;
4.3.2.0-1.0-4	○ support to execution of preventive and corrective maintenance (including troubleshooting and repair), as well as equipment modifications;
4.3.2.0-1.0-5	○ failure analysis, monitoring failure record trends and recommend solution on repetitive failures;
4.3.2.0-1.0-6	○ maintenance of technical reference data and training material; and
4.3.2.0-1.0-7	○ deployment to DND sites.
4.3.2.0-2	If, as, and when required, the Contractor must provide Field Service Representative (FSR) support to meet a TA requirement for expert technical assistance in the field. The FSR could be deployed to
4.3.2.0-2.0-1	○ support off-site unit training and readiness activities (within Canada, and overseas),
4.3.2.0-2.0-2	○ perform maintenance, installation of field upgrades and modifications to deployed ISS, and
4.3.2.0-2.0-3	○ provide support in operational theatres.
4.3.2.0-3	If, as, and when required, the Contractor must provide up-tempo support to the technical support services listed above.
4.3.2.0-4	If, as, and when required, the Contractor must support the provision of custom fitting for special sized canalphones for use with headsets in support of deployed ISS. This service must include as a core activity the maintenance of records of canalphones to support requests for replacement.
4.3.3	<b>4.3.3 Reconstitution</b>

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4.3.3.0-1	The Contractor will be required, on an if, as, and when required basis, to provide reconstitution services to support DND operational objectives.
4.3.3.0-2	Through a task authorisation from the TA, the Contractor will receive bulk shipments of ISS-S equipment and perform the following services:
4.3.3.0-2.0-1	○ clean and inspect for serviceability and configuration status of the returned equipment;
4.3.3.0-2.0-2	○ report on repair, upgrade and/or replacement requirements;
4.3.3.0-2.0-3	○ upon TA review of the requirements and issue of a separate authorised task, reconstitute the ISS-S equipment; and
4.3.3.0-2.0-4	○ prepare the equipment for shipment with shipping instructions provided by the TA.
4.3.3.0-3	If, as, and when required, the Contractor will be responsible for the storage and security of the reconstituted equipment until shipping instructions by the TA are issued for delivery to a designated DND location.
4.3.4	<b>4.3.4 Package, Handling, Storage and Transportation</b>
4.3.4.0-1	The Contractor's Packaging, Handling, Storage and Transportation (PHST) methods must be compliant with DND Minimum Requirements for Manufacturer's Standard Pack and Canadian Forces Methods of Packaging D-LM-008-001/SF-001.
4.3.4.0-2	One exception to the general rule is the PHST method for the MLCS platform must be compliant to CFTPO-ISS-MLCS, a copy of which is included in <b>Appendix 5</b> to this Annex.
4.3.5	<b>4.3.5 Disposal</b>
4.3.5.0-1	In accordance with A-LM-007-014/AG-001 - Canadian Forces Supply Manual, Volume 3 - CFSS Supply Processes, Chapter 10 - Surplus and Excess Materiel - Special Disposal Instructions and A-LM-184-001/JS-001 - Special Instructions for R&O Contractors, as a core activity, the Contractor must monitor all ISS items for disposal.
4.3.5.0-2	Disposal is the term used to remove materiel from the CFSS inventory that is of no further use to DND. This may occur through such situations as:
4.3.5.0-2.0-1	○ materiel losing its value, owing to deterioration (shelf-life expired), becoming non-repairable or becoming Beyond Economical Repair (BER);
4.3.5.0-2.0-2	○ technological changes (obsolescence) which render equipment and support stock obsolete; and/or

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4.3.5.0-2.0-3	<ul style="list-style-type: none"> <li>○ excesses (overstock) because of failure of supply controls to ensure maximum use of the system's assets or over-programming.</li> </ul>
4.3.5.0-3	Upon identification of requirement for disposal of DND owned equipment, as a core activity the Contractor must advise the TA of the situation and request instructions. The Contractor must not initiate any activity until a task authorisation has been received.
4.3.5.0-4	Scrapping Equipment. Materiel that has been determined to be BER should be quarantined and converted to scrap on receipt of an authorised task.
4.3.5.0-5	HAZMAT, ITAR and Controlled Goods Materiel Considerations. As a core activity, the Contractor must ensure that all regulations relating to the transportation and disposal of HAZMAT, ITAR and Controlled Goods items are adhered to.
4.3.6	<b>4.3.6 Performance</b>
4.3.6.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcome:
4.3.6.0-2	<ul style="list-style-type: none"> <li>○ Provision of qualified FSR as specified at para 4.3.2.0-2 if, as, and when required (CB-A1 # 20);</li> </ul>
4.3.6.0-3	<ul style="list-style-type: none"> <li>○ Provision of qualified FSR to meet up-tempo requirements as specified at para 4.3.2.0-3(CB-A1 # 21);</li> </ul>
4.3.6.0-4	<ul style="list-style-type: none"> <li>○ Provision of Reconstitution services as specified at Para 4.3.3.0-1 and -2 (CB-A1 # 19); and</li> </ul>
4.3.6.0-5	<ul style="list-style-type: none"> <li>○ Provision of disposal services as specified at Para 4.3.5.0-1 (CB-A1 # 18).</li> </ul>
4.4	<b>4.4 Engineering Support</b>
4.4.1	<b>4.4.1 Engineering Management</b>
4.4.1.0-1	As a core activity, the Contractor must continue to maintain the established Engineering Program consistent with the Work requirements of this Contract. Unless specified otherwise, the engineering management activities are considered as core activities.
4.4.1.0-2	The System Engineering Management Plan (SEMP), previously developed, delivered and approved during the execution of the acquisition contract, describing the Engineering Program must continue to be implemented. As a core activity it must be updated if needed to reflect the work of this SOW and be delivered in accordance with <b>CDRL SE-101</b> .
4.4.1.0-3	As the Design Authority, the Contractor must maintain the responsibility for complete system design, engineering and integration of the System to ensure that all sub-systems, when assembled and operating as a complete system, meet the overall requirements of the

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	<b>Integrated Soldier System.</b>
4.4.1.0-4	As a core activity, the Contractor must manage all the Engineering Design and Development (ED&D) elements of the Work in support of this SOW including the additional task based activities. The management activities must include liaison with:
4.4.1.0-4.0-1	○ the TA;
4.4.1.0-4.0-2	○ organisations with cross-program issues; and
4.4.1.0-4.0-3	○ OEMs, subcontractors and suppliers, as applicable.
4.4.1.0-5	<b>Engineering Reporting.</b> As a core activity, the Contractor must include in the Monthly Services Status Report the status of any and all Engineering activities undertaken under this Contract.
4.4.1.0-6	<b>Proposal Support to Task Requests.</b> As a core activity, the Contractor must support the preparation of proposals in response to task requests initiated by the TA, in accordance with the process described in <b>Appendix 3 to this SOW</b> . The Contractor may also prepare and submit unsolicited proposals. Such proposals must be considered to be outside the scope of the Work, but may be converted to a formal Task if directed by the TA.
4.4.1.0-7	<b>Support to Task Proposals and Contract Changes.</b> As a core activity, the Contractor must vet Tasks and Contract Change Proposals from the point of view of compliance to the TA performance requirement. The Contractor must ensure that the appropriate level of engineering analysis, supporting recommendations and test plans, is applied. As a core activity ensuring value, a detailed and priced Work Breakdown Structure (WBS) and a project schedule must support the recommended level of effort.
4.4.1.0-8	<b>Business Cases.</b> In support of an engineering activity related to a potential new requirement and as a core activity required by the TA, the Contractor must prepare and submit to the TA a business case, presenting the following elements: background, objective, proposed implementation (if applicable), technical requirements, risk assessment (if applicable), project justification and any additional information deemed important. The TA will review the business case and may request a Task Proposal using a Task Request.
4.4.1.0-9	<b>Requests for information and clarification.</b> As a core activity, the Contractor must respond to TA requests for technical information and clarifications on the delivered product, within 2 working days (WD) of the request.
4.4.1.0-10	<b>Management of Priorities.</b> The Contractor must abide by the DND priorities for engineering support services as directed by the TA.
4.4.1.0-11	<b>Engineering Working Group Meetings.</b> As a core activity, the Contractor must conduct Engineering Working Group Meetings to review Contractor's performance with the

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	provision of engineering services and to discuss and resolve issues. These meetings must be conducted following agendas prepared and delivered in accordance with <b>CDRL PM-105</b> . These meetings must be conducted as required and to the extent possible in conjunction with the PRMs. The Contractor, the CA, the TA and the RA must be appropriately represented.
4.4.1.0-12	As a core activity, the Contractor must produce meeting minutes and deliver them in accordance with <b>CDRL PM-106</b> .
4.4.1.0-13	The AIs identified in these meeting minutes must be incorporated, by the Contractor as a core activity, into the IAIL prepared and delivered in accordance with <b>CDRL PM-107</b> . Status of these AIs must be reviewed at each PRM.
4.4.2	<b>4.4.2 System and Design Engineering Support</b>
4.4.2.0-1	System Integration and Support. The Contractor is responsible for the integration of all system, sub-systems and components comprising the ISS, including all hardware, firmware and software. From time to time and as a task based activity, system engineering support may be required to address technical investigations, deficiencies, obsolescence and other supportability issues in order to ensure that the ISS continues to meet the requirements of its performance specification post modification/upgrade.
4.4.2.0-2	Reliability and Performance. If, as, and when required by the TA, the Contractor must investigate system and subsystem reliability and performance issues and be responsive to issues identified by the TA. The Contractor must analyze reliability and performance issues, including data from operational reports. The Contractor must recommend appropriate actions and changes to the TA.
4.4.2.0-3	Design Review. If, as, and when required by the TA, the Contractor must perform System Design Review (SDR) and analysis.
4.4.3	<b>4.4.3 Security Engineering</b>
4.4.3.0-1	As a core activity, the Contractor must maintain the Security Engineering program previously established during the execution of the Acquisition contract.
4.4.3.0-2	If, as, and when required by the TA, the Contractor's Security Engineering Program must continue to offer the following services if, as, and when requested by the TA:
4.4.3.0-2.0-1	<ul style="list-style-type: none"> <li>○ Assess all engineering change requests associated with ISS integration or connectivity with a Secret System High and Type 1 cryptographic environment to determine TEMPEST impact;</li> </ul>
4.4.3.0-2.0-2	<ul style="list-style-type: none"> <li>○ Review all engineering change requests associated with ISS integration with a Secret System High and Type 1 cryptographic environment to determine impact on</li> </ul>

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	INFOSEC Boundaries and propose solutions to identified issues;
4.4.3.0-2.0-3	<ul style="list-style-type: none"> <li>○ Perform technical investigations and work to integrate or interface the ISS-S with a Secret System High environment while ensuring the implementation meets security requirements;</li> </ul>
4.4.3.0-2.0-4	<ul style="list-style-type: none"> <li>○ Conduct equipment and subsystem security testing including TEMPEST acceptance testing and product integration testing;</li> </ul>
4.4.3.0-2.0-5	<ul style="list-style-type: none"> <li>○ Prepare and review test plans, procedures and reports;</li> </ul>
4.4.3.0-2.0-6	<ul style="list-style-type: none"> <li>○ Develop and maintain formal, information security control requirements for the ISS;</li> </ul>
4.4.3.0-2.0-7	<ul style="list-style-type: none"> <li>○ Manage ISS using a development life cycle methodology that includes information security considerations;</li> </ul>
4.4.3.0-2.0-8	<ul style="list-style-type: none"> <li>○ Provide and maintain system and product level functional and technical specifications for all ISS technical security safeguards; and</li> </ul>
4.4.3.0-2.0-9	<ul style="list-style-type: none"> <li>○ Participate and support the Departmental certification and accreditation process of the ISSP solution.</li> </ul>
4.4.4	<b>4.4.4 Logistics Engineering</b>
4.4.4.0-1	If, as, and when required by the TA, the Contractor must provide logistics engineering support for the ISS using A-LM-505-001/AG-002 and -001 as guidance manuals. This support must be provided through the performance of, but not limited to:
4.4.4.0-1.0-1	<ul style="list-style-type: none"> <li>○ Life Cycle Cost (LCC) Analysis for reduction;</li> </ul>
4.4.4.0-1.0-2	<ul style="list-style-type: none"> <li>○ Reliability, Availability and Maintainability (RAM);</li> </ul>
4.4.4.0-1.0-3	<ul style="list-style-type: none"> <li>○ Logistic Support Analysis (LSA); and</li> </ul>
4.4.4.0-1.0-4	<ul style="list-style-type: none"> <li>○ Failure Modes, Effects and Criticality Analysis (FMECA).</li> </ul>
4.4.4.0-2	System Life Cycle Cost Reduction. As a task based activity, the Contractor must identify opportunities for Life Cycle Cost (LCC) reduction. To this end, the Contractor must prepare Support System Alternatives Studies and deliver them in accordance with <b>CDRL LS-106</b> . This may involve investigation of how using appropriate technology will result in potential system enhancements and/or improvements. The effort to make LCC recommendations must involve the level of investigation outlined at Para 4.4.1.0-8, Business Cases.
4.4.4.0-3	Reliability/Trend Analysis Reports. As a task based activity, the Contractor must review

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	available Weapons System management data, provided by the technical services and R&O repair analysis reports, to identify failure trends that require further investigation. The Contractor must prepare Reliability/Trend Analysis Reports and deliver them in accordance with <b>CDRL LS-107</b> .
4.4.4.0-4	Logistics Support Analysis. As a task based activity, the Contractor must provide continuing LSA using the MIL-HDBK-502 Acquisition Logistics Handbook as a guide. To this end, the Contractor must develop an In-Service LSA Proposal and deliver it in accordance with <b>CDRL PM-112</b> . LSA includes:
4.4.4.0-4.0-1	<ul style="list-style-type: none"> <li>○ Maintenance Task Analysis: As a task based activity, the Contractor must perform maintenance task analysis and document it in the optimized LSA Record (LSAR) database to support the update of Logistics Support deliverables (i.e. Maintenance Plan);</li> </ul>
4.4.4.0-4.0-2	<ul style="list-style-type: none"> <li>○ Provisioning Support: As a task based activity, the Contractor must provide provisioning support and relevant documentation in the optimized LSAR database; and</li> </ul>
4.4.4.0-4.0-3	<ul style="list-style-type: none"> <li>○ Optimized LSAR Database: As a task based activity, the Contractor must update and maintain the optimized LSAR database to reflect the fielded configuration of the ISS.</li> </ul>
4.4.4.0-5	FMECA. If, as, and when required the Contractor must provide Failure Modes, Effects and Criticality Analysis (FMECA) for the ISS, prepared and delivered in accordance with <b>CDRL LS-108</b> .
4.4.5	<b>4.4.5 Technical Publications</b>
4.4.5.0-1	Support. As a core activity, the Contractor must be responsible for the management and maintenance of technical publications and the related ISS Technical Data, including the data relating to GFE/GFI. As a core activity, the Contractor must ensure that all technical publications and data are stored in a manner that protects its integrity. The technical publications and data must be readily available to the TA via the EIE.
4.4.5.0-2	Technical publications include commercial publications and Canadian Forces Technical Orders (CFTO), as delivered during the execution of the acquisition contract.
4.4.5.0-3	Technical Publication Status. As a core activity, the Contractor must report on technical publications detailing the update status and activity on each publication under maintenance as part of the Monthly Services Status Report.
4.4.5.0-4	Technical Publication Change Management. As a core activity, the Contractor must ensure that all changes authorized by the TA resulting from (1) Engineering Change Orders (ECO), (2) feedback from field personnel and (3) other changes required by the TA are recorded and implemented in all applicable documentation in accordance with the

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	PMP. The activities to record and implement the changes in all applicable documentation are considered task based activities previously authorised by the TA.
4.4.5.0-5	CFTO Maintenance. If, as, and when required, the Contractor must incorporate all TA approved changes in the relevant CFTO. The Contractor must prepare CFTO updates and deliver them in accordance with <b>CDRL LS-109</b> .
4.4.5.0-6	Creating New CFTOs. For new equipment, if, as, and when required and authorized by the TA, the Contractor must develop and deliver the required CFTO(s) in DND format, in accordance with <b>CDRL LS-109</b> .
4.4.5.0-7	Documentation Database. If, as, and when required, the Contractor must update the CFTO source files, in a technical documentation database on their server.
4.4.5.0-8	Obsolete Documentation. If, as, and when required by the TA, the Contractor must dispose of all DND source-file technical documentation, in the Contractor's possession, that has been deemed by the TA to be no longer applicable. Based upon DND Policy the Contractor must identify and recommend procedures for the handling of all technical documentation for equipment that is declared obsolete or surplus.
4.4.6	<b>4.4.6 Performance</b>
4.4.6.0-1	The Contractor must perform in accordance with <b>Annex CB, Appendix 1</b> to achieve the following outcome:
4.4.6.0-1.0-1	<ul style="list-style-type: none"> <li>○ Preparation and submission of CDRL Items in accordance with DIDs of Annex CC, as specified at para 4.4.1.0-2, -11, -12 and -13, 4.4.4.0-2, -3, -4 and -6, and 4.4.5.0-5 and -6 (CB-A1 # 3);</li> </ul>
4.4.6.0-1.0-2	<ul style="list-style-type: none"> <li>○ Provision of technical information and product clarification as specified at para 4.4.1.0-9 (CB-A1 #24);</li> </ul>
4.4.6.0-1.0-3	<ul style="list-style-type: none"> <li>○ Provision of engineering services responsive to TA requirements as specified at para 4.4.2.0-1, -2 and -3 (CB-A1 # 22); and</li> </ul>
4.4.6.0-1.0-4	<ul style="list-style-type: none"> <li>○ Availability of updated and accurate technical publications via EIE as specified at para 4.4.5.0-1 (CB-A1 # 23).</li> </ul>

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APPENDIX 1 TO  
ANNEX CA TO VOLUME 3

SUPPORT CONCEPT  
FOR THE  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)  
FOR THE  
INTEGRATED SOLDIER SYSTEM (ISS)

17 JANUARY 2013



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1	<b>1 INTRODUCTION</b>
1.1	<b>1.1 Purpose</b>
1.1.0-1	This document describes the overall Support Concept for the Integrated Soldier System (ISS). The purpose of the Support Concept is to:
1.1.0-1.0-1	Provide the Contractor with a document to be used in the development of the Integrated Logistics Support (ILS) Program; and,
1.1.0-1.0-2	Provide Department of National Defence (DND) stakeholders with a consolidated view of how the ISS will be used and supported through its lifecycle. During the in service life of the ISS, the Support Concept will be used by the Equipment Management Team (EMT) to implement DND support plans.
1.2	<b>1.2 Scope</b>
1.2.0-1	This document is intended to describe the overall concept for fielding and supporting the ISS in service. It provides information regarding mission cycles, projected usage and DND's internal support processes and programs.
1.3	<b>1.3 Deployable Weapons System</b>
1.3.0-1	The ISS is designated as a Deployable Weapons System. A Deployable Weapons System is defined as a platform that is intended to be operated and maintained in a threat environment. A threat environment is defined as a location where there is <u>heightened</u> risk of injury or death to personnel due to enemy action. Therefore the support system is aimed at ensuring <u>maximum</u> operational availability.
1.3.0-2	To ensure maximum operational availability, DND will:
1.3.0-2.0-1	○ <u>maintain</u> an in-house maintenance and support capability;
1.3.0-2.0-2	○ <u>control</u> Supply support activities between Canada and theatre of operations;
1.3.0-2.0-3	○ <u>conduct</u> support activities required for Force Generation (i.e. support to pre-deployment training, operator and maintenance training);
1.3.0-2.0-4	○ <u>retain</u> Technical Authority (TA); (Design Authority will rest with the Prime Contractor);
1.3.0-2.0-5	○ <u>maintain</u> a stock of ready-use spares (operational and maintenance stocks);
1.3.0-2.0-6	○ <u>conduct</u> Operational training;

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1.3.0-2.0-7	○ <u>provide</u> Operational advice; and
1.3.0-2.0-8	○ <u>reserve</u> the right to conduct other activities.
1.4	<b>1.4 Initial Operational Capability (IOC)</b>
1.4.0-1	A significant milestone for ISS is the declaration of Initial Operational Capability (IOC). This state will be achieved when the first Mission Specific TF (MSTF) equipped with ISS has been declared operationally ready for deployment.
1.4.0-2	IOC is the culmination of the fielding and training activities of the ISS and means the TF is ready for operational deployment. To achieve IOC, the designated Task Force (TF) will have completed both Individual and Collective Training, all ILS will have been delivered, and the in-service support system will be fully established in order to ensure the sustainment of the TF.
1.5	<b>1.5 Mission Cycles</b>
1.5.0-1	The following describes the projected mission cycle for ISS. A typical deployment will undergo a Pre-deployment Training Cycle of six (6) months. This would be followed by an operational mission totaling six (6) months of continuous operations i.e. “Battlefield Days (BDs)” while on a MSTF Deployment. This would be followed by a Reconstitution Cycle consisting of three (3) months reconstitution and three (3) months DND storage/limited use.
1.5.0-2	The Pre-deployment Training Cycle is divided into two three (3) month segments based on the level of intensity of the training. In the first segment, the level of intensity will be low, with the ISS primarily being used in a classroom and short training exercise settings. Typical system usage will be up to eight (8) operating hours per day, five (5) days per week. In the second segment, the activity will increase from medium to high intensity training with system usage simulating that of the MSTF Deployment BD operating up to twenty four (24) hours per day, seven (7) days per week. The training exercises of this second segment can be expected to expose the ISS to all the environmental conditions and operating modes of a MSTF deployment.
1.5.0-3	The MSTF Deployment Cycle consists of one hundred and eighty (180) consecutive BDs. During this cycle the ISS will be employed world-wide across the North Atlantic Treaty Organization (NATO) defined climatic zones of C0 to C2, A1 to A3, B1 to B3 and M1 to M3 (as per NATO Standardization Agreement (STANAG) 2895 Edition 1) and operating environments of desert, jungle, mountain, tundra, arctic and high urban density terrain.
1.5.0-4	The Reconstitution cycle consists of two three (3) month segments, where the first segment includes the withdrawal of the ISS back from the MSTF (possibly directly from the Deployment theatre of operations), necessary repairs completed and return to DND Depot storage of the system. The second segment would include upkeep of the ISS and

preparation for reissue.

1.5.0-5 These Mission Cycles are summarized in Table 1 below.

1.5.0-6

Mission Cycle	Operational Intensity	Duration (months)	Usage	Total System Operating Time (hrs)	Relative Life Usage
Pre-deployment Training - Segment 1	Low/Medium	3	6 weeks Low 7 weeks Medium	400	7 %
Pre-deployment Training - Segment 2	Medium/High	3	7 weeks Medium 6 weeks High	1,204	22 %
MSTF Deployment	Medium/High	6	4 weeks Medium 22 weeks High	3,548	66 %
Reconstitution - Segment 1	Not Employed	3	None	0	0 %
Reconstitution - Segment 2	Low	3	13 weeks Low	260	5 %
Total Times		18		5,412	

**Table 1 ISS Usage Profile by Mission Cycle**

1.5.0-7 The ISS will be expected to perform five (5) of these combined cycles (Pre-deployment Training / MSTF Deployment / Reconstitution) in consecutive order throughout its life. Thus, the expected Service Life of the ISS will be will be 90 months (7.5 years) accumulating an expected 27,060 system operating hours.

1.6 **1.6 Overall Support Concept**

1.6.0-1 Since ISS is an operationally focused capability, the Concept of Support will aim to ensure maximum operational availability. Maximizing operational availability has guided the establishment of reliability parameters, which will influence the allocation of maintenance tasks, repair parts, and allocation of spares within the MSTF. The designation as a Deployable Weapons Systems will also guide the assignment of support tasks between the Canadian Forces (CF) and the Original Equipment Integrator (OEI)/Original Equipment Manufacturers (OEMs). Once fielded, overall Life Cycle management will be provided by Director General Land Equipment Program Management (DGLEPM)/Director Soldier Systems Program Management (DSSPM) at National Defence Headquarters (NDHQ). The OEI will support DSSPM by providing ongoing Optimized Weapons System Support (OWSS) throughout the life of the system. Support concepts will adhere to the fundamentals and levels of Combat Service Support (CSS) as

	detailed in the Land Force Sustainment doctrine and the principles of the EMT structure of the Land Equipment Management System (LEMS).
2	<b>2 FIELDING</b>
2.1	<b>2.1 Deployed MSTFs</b>
2.1.0-1	Since ISS is intended to be used primarily by operationally deployable MSTFs, its introduction into service will be somewhat unique.
2.2	<b>2.2 MSTF Based Distribution</b>
2.2.0-1	ISS is intended to be used primarily by MSTF deployed outside Canada on Operations. As such, ISS will be issued to a MSTF only after it has been designated for operations or operational standby. It is not intended to be issued to the institutional Army. There will be a requirement to 'train up' to operational status before deployment. This is achieved through the Army Managed Readiness cycle.
2.3	<b>2.3 Army Managed Readiness Cycle</b>
2.3.0-1	The Army follows a formal structured process to ensure that units know they are selected well in advance as stand-by Forces (to be prepared for deployment) or for a known mission (Rotation). The introduction of ISS equipment will be based on the Army Managed Readiness Plan in place at the time of Project Implementation.
2.3.0-2	The Managed Readiness cycle has Army units undergo a three-phase cycle of readiness and employment every three years. The phases are: training, high readiness/operations, and reconstitution/support. It is expected that individual qualification training (initial training up to individual skill level on ISS) and collective training (collective training at the Team and Platoon level within a Company context) will take place during the training phase.
2.3.0-3	The initial fielding of ISS will enable the first designated MSTF to commence its 'pre-rotation' training cycle. As it becomes ready to deploy, the second MSTF will be issued ISS, and so on. As the current 'cycle' spans a six month period, ISS may take at least a year before becoming fully fielded.
2.4	<b>2.4 MSTF Composition</b>
2.4.0-1	A MSTF will be based on a Land Force Infantry unit, augmented by other Combat Arms, Combat Support and CSS. Total deployed systems will be 628 ISS per MSTF.
2.5	<b>2.5 Centers of Excellence (CoE)</b>
2.5.1	<b>2.5.1 Operators</b>

2.5.1.0-1	Since the major user of the ISS will be the Infantry, the Infantry School at the Combat Training Center (CTC), CF (CF) Base Gagetown, has been designated as the Center of Excellence (CoE) for operational training. They will attend the Contractor delivered Pilot Initial Cadre Training (ICT) for the Operator Instructors and System Management Instructors.
2.5.2	<b>2.5.2 Maintainers</b>
2.5.2.0-1	Since technical support for Systems Management and electronic maintenance for the ISS will be provided by Signals Operators and Land Communications and Information Systems (LCIS) Technicians, the CF School of Communications and Electronics at CF Base (CFSCE) Kingston will be the primary CoE for support. They will attend the Contractor delivered Pilot ICT for the System Management Instructors and Maintenance Instructors.
2.6	<b>2.6 Delivery of ISS</b>
2.6.0-1	The delivery of production ISS will be by Batch Lots to the CF Supply Depot (CFSDD). ISS systems, including all necessary support, will be issued from the Depot to the supporting Area/Base once a TF has been designated. The use of Batch Lots is aimed to ensure that all production components for a complete TF have been received by DND prior to a fielding decision. This will ensure the Army Managed Readiness Cycle commences only once all essential elements have been received.
2.7	<b>2.7 Initial Training Batches</b>
2.7.0-1	First deliveries will consist of the: Initial Training Batch (1) - the ISS systems designated for the CoEs at CTC Gagetown and CFSCE Kingston, and Initial Training Batch (2) - a quantity of operational and logistics spare systems. The issue of Training Batch systems to CoEs will be timed with the completion of ICT.
2.8	<b>2.8 MSTF Batches</b>
2.8.0-1	The next deliveries will be by TF Batches. The first MSTF Batch will enable the selection, through the Army Managed Readiness Plan, of the initial designated MSTF. Deliveries from the Depot will be timed with the completion of ICT.
2.9	<b>2.9 Reconstitution</b>
2.9.0-1	Once a MSTF has completed its operational deployment and enters its reconstitution phase, ISS will be withdrawn from the units and personnel involved. At this time, under the OWSS contract, the ISS would undergo serviceability verification, a resulting repair cycle, and be returned to DND storage until needed.
3	<b>3 SUPPLY SUPPORT CONCEPT</b>

3.1	<b>3.1 Overall Concept</b>
3.1.0-1	As this is an operational system, the overall Supply Concept will be to support the ISS in operations and pre-deployment training through an assured inventory, effective response, and efficient inventory management of primary systems, Line Replaceable Units (LRU), and repair parts. The acquisition phase will acquire the essential contractor delivered data that will be used for the establishment of inventories, allocations, and controls based on the delivered Equipment Breakdown Structure (EBS), approved spares and repair parts, tools and test equipment and associated consumable items. This will be based on the initial data provided by the Contractor, with subsequent Project Activities such as the Logistics Support Analysis (LSA) and Initial Provisioning Conference (IPC).
3.1.0-2	A critical component will be sustainment. The project must ensure that all support required for the Army Managed Readiness Cycle initial training phase and follow-on deployment is in place in a timely manner. All equipment, spares, tools and test equipment must be in place to support fielding and on going in service support.
3.2	<b>3.2 Cataloguing</b>
3.2.0-1	The ISS will be catalogued into the Defence Management System, which will support the EMT and the Contractor's in service support processes. The final EBS, spares, repair parts and unique consumables, along with all necessary data that indicates accountability: grouping of systems/sub-systems, control/authorized access, allocations, Reparability (RPY) codes, safety data, and need to be recorded in the system.
3.3	<b>3.3 IT Systems/Supply Accounting Systems</b>
3.3.0-1	Within the Defense Management System, the CF Supply System (CFSS) controls and manages supply materiel for the DND. The CFSS application includes interfacing with other DND applications, reports, tools, objects, and supporting databases. Each application automates CF business transactions and eliminates manual management of CF supply materiel. The CFSS interfaces with:
3.3.0-1.0-1	○ Defence Resource Management Information System (DRMIS);
3.3.0-1.0-2	○ National Materiel Distribution System (NMDS); and
3.3.0-1.0-3	○ Tactical Asset Configuration Information System (TACIS).
3.4	<b>3.4 CFSS Accountability</b>
3.4.0-1	Within the CFSS, it will be necessary to establish an appropriate level of accountability for each item. This will be based on its initial acquisition cost, assigned RPY level (as determined by the repair analysis) and need for asset tracking (serial number control), and attractiveness. An initial rule is that an item is to be classified as accountable if the item is over \$1000; or is a critical repairable asset; or is considered to be an attractive item. Items

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	that do not meet these requirements should be considered as consumables in DRMIS/CFSS. This level of accountability will be established following completion of the maintenance and logistics supportability analysis phase.
3.5	<b>3.5 Reparability (RPY) Codes</b>
3.5.0-1	RPY codes will be assigned to each NATO Stock Number (NSN) during the cataloguing process. These are assigned based on what level of repair is assigned to each component. Example: RPY B (Third Line Only - Contractor) will likely be assigned to all major components.
3.6	<b>3.6 DRMIS/CFSS Controls</b>
3.6.0-1	All ISS catalogued NSNs will be coded in DRMIS/CFSS so that they can not be issued from the contractor or the depot without authorization from the Life Cycle Material Manager (LCMM) and/or Supply Manager. This is an internal control indicating that all inventory is under NDHQ control.
3.7	<b>3.7 Inventory Tracking</b>
3.7.0-1	ISS Inventories at Third Line (Depot/Contractor) and all CF Units will be tracked in the CFSS.
3.7.0-2	For Configuration Management (CM) of ISS, serial tracking of major components will be required. On operations, it is essential to ensure that the same version of ISS components and software are deployed and visible to the support system. This will be done through TACIS at all levels of maintenance. In the future, TACIS may be incorporated into DRMIS. Due to its operational importance, ISS may need an even higher level of tracking to manage operational stocks. In this case the ISS may be designated in the CFSS as a weapons system and become designated as a "Serial Tracked" system.
3.7.0-3	Bar coding for unique item identification and tracking is required In Accordance With (IAW) STANAG 2290 Edition 2.. The addition of bar codes to ISS components will support inventory management and tracking at all levels of the supply chain.
3.8	<b>3.8 Equipment Check Lists (ECL)</b>
3.8.0-1	An ECL is an assemblage of related items of supply, which are brought together to permit them to be issued and accounted for under a single stock code. The ISS ECL will encompass specific primary components and where applicable some specialized components will be listed on the ECL but will be separately demandable.
3.9	<b>3.9 DND Inventory</b>
3.9.0-1	DND is required to hold in Canada an operational reserve of sufficient Weapons System spare parts to sustain at least 30 days of high-intensity operations. Minimum warehouse

	levels will be established to meet this requirement.
3.9.0-2	It is expected that an additional 60 days spares will be held in theatre by the National Support Element (NSE). The mix of spare operational systems and Line Replaceable/Repairable units will depend on the operational posture adopted for dispersed operations and the repair policy adopted following the maintenance and logistics supportability analysis phase.
3.10	<b>3.10 Centralized Holdings</b>
3.10.0-1	Until a MSTF is designated for deployment the ISS will be held by either 25 CFSD Montreal and/or at 7 CFSD Edmonton. This will facilitate resupply of MSTF Units during pre-deployment and replenishment of MSTF Operational Stock in theatre. The ISS will only be issued to a MSTF upon direction of NDHQ.
3.11	<b>3.11 Resupply to CF Units</b>
3.11.0-1	During pre-deployment, ISS components which have been deemed Beyond Local Repair (BLR) will be returned to the Supply System for return to the Contactor for repair or disposal. Normal process will be to hold repairable items until an economical shipment level is reached.
3.11.0-2	While deployed, BLR items will be exchanged one for one at the NSE in Theatre from Operational stock holdings. Once minimum stock levels have been established, stocks will be automatically replenished through the CFSS from depot stock.
3.12	<b>3.12 Contractor Accounts</b>
3.12.0-1	A Repairable Material Account (RMA) is an account in the CFSS for the accounting of DND owned equipment that is issued / held by a Contractor, either as stock or for repair. DND will establish an RMA in the CFSS/DRMIS. This will enable the free flow of equipment and inventory tracking of repairable components between DND and the Contractor.
3.13	<b>3.13 Repatriation of ISS</b>
3.13.0-1	Once a MSTF has been withdrawn from operations, it is likely that all ISS will be turned in by TF personnel at an Intermediate Staging Base or Designated Rest Area. Given the high operational tempo, limited number of systems, and shipping time from a theatre, it may be necessary to ship bulk ISS directly to the Contractor to facilitate Repair and Overhaul (R&O) of systems.
4	<b>4 MAINTENANCE SUPPORT CONCEPT</b>
4.1	<b>4.1 Support Principles</b>

4.1.0-1	The concept of support will adhere to the fundamentals and levels of CSS as detailed in the Land Force Sustainment doctrine and IAW the principles of the LEMS. These will be tailored as required to the sub-systems fielded and the approved Concept of Operations (CONOPS). Trained CSS personnel will be responsible to sustain the ISS for replenishment and maintenance during pre-deployment training and deployed operations.
4.1.0-2	The following principles apply to this maintenance concept:
4.1.0-2.0-1	<ul style="list-style-type: none"> <li>○ Utilize engineering and maintenance design concepts to enable ISS to economically meet operational availability requirements by minimizing and simplifying maintenance without adversely impacting the required equipment reliability or operational capabilities. This will be accomplished by optimising the system availability through design (e.g. onboard diagnostics, redundancy, robust design, graceful degradation etc.);</li> </ul>
4.1.0-2.0-2	<ul style="list-style-type: none"> <li>○ Conduct maintenance activities, both by the operator and the maintainer, without the need for increasing the manpower establishment and minimized training;</li> </ul>
4.1.0-2.0-3	<ul style="list-style-type: none"> <li>○ Minimize the need to deploy additional special tools/support equipment, operational and support personnel and spares (systems, sub-systems (LRUs and repair parts (LoRUs); and</li> </ul>
4.1.0-2.0-4	<ul style="list-style-type: none"> <li>○ All major LRUs within the suites will be clearly identified for function and connectivity.</li> </ul>
4.2	<b>4.2 Support Guidelines</b>
4.2.0-1	The maintenance concept is based upon the following elements:
4.2.0-1.0-1	<ul style="list-style-type: none"> <li>○ While operators will be required to perform preliminary inspections and defined User Maintenance tasks (including authorized LRU removal and replacement), only skilled maintenance personnel will perform authorized repairs (LRU/LoRU);</li> </ul>
4.2.0-1.0-2	<ul style="list-style-type: none"> <li>○ At the MSTF level, First and Second Line maintenance of the ISS Command, Control, Communications, Computers and Intelligence (C4I) equipment and components and the system CM of the ISS will be conducted by the Signals Operations and Maintenance personnel. In addition to maintenance, this activity will include configuring the system, network management and other related System Management functions;</li> </ul>
4.2.0-1.0-3	<ul style="list-style-type: none"> <li>○ In principle, when repairs or reconfigurations are needed, they will be done as far forward in the maintenance chain as practicable;</li> </ul>
4.2.0-1.0-4	<ul style="list-style-type: none"> <li>○ LCIS and ISS Operators and System Managers will perform all assigned ISS Operators, First Line and Second Line maintenance functions. In view of the facts that the ISS is anticipated to have built-in diagnostics and enhanced reliability, it is</li> </ul>

	anticipated that no additional manpower resources or special skills will be required by the CF to support the ISS;
4.2.0-1.0-5	<ul style="list-style-type: none"> <li>○ Material Technicians are responsible for the Load Carriage equipment;</li> </ul>
4.2.0-1.0-6	<ul style="list-style-type: none"> <li>○ Notwithstanding the references to the traditional use of Three Lines of Maintenance used throughout, the Contractor's recommended preventive and corrective maintenance actions and servicing procedures, based on the Supportability Analysis will be used as the basis for maintenance activities and their assignment to the most appropriate Lines of Maintenance. In effect, the Contractor's Maintenance Plan may not require Second Line maintenance tasks. Note that the Contractor, as the OEI for the ISS System, will need to integrate the manufacturer's component maintenance requirements or plans into the ISS System Maintenance Plan. Once approved, the Contractor will develop the initial sparing plan for the lines of maintenance;</li> </ul>
4.2.0-1.0-7	<ul style="list-style-type: none"> <li>○ The Corrective Maintenance Program is based on an economical Level of Repair Analysis (LORA), which places emphasis on "repair by replacement" and a sound preventive maintenance program. This will enable the completion of authorized repairs as rapidly and economically as possible. Maintenance induced failures should be minimized;</li> </ul>
4.2.0-1.0-8	<ul style="list-style-type: none"> <li>○ Owing to the expected high level of integration of the components (Field Programmable Gated Arrays, Application Specific Integrated Circuits etc) and possible security issues, it is not expected that attempts will be made to change components on boards or within sealed units. Field Maintenance will consist of the removal and replacement of damaged, worn or otherwise unserviceable components (LRU replacement and authorized LoRU repair);</li> </ul>
4.2.0-1.0-9	<ul style="list-style-type: none"> <li>○ For more complex items, such as radios and computer, LRU replacement "in-the-field" is the preferred approach with the equipment being sent directly to the Third Line support (Contractor) for repair; and</li> </ul>
4.2.0-1.0-10	<ul style="list-style-type: none"> <li>○ Where practical, Third Line maintenance tasks and activities will be performed by the Contractor and managed through DSSPM. The Contractor will confirm faults found, particularly in the area of software and related hardware malfunctions (i.e. printed circuit boards) and perform Quality Assurance (QA) functions.</li> </ul>
5	<b>5 SUPPORT FOR OPERATIONS</b>
5.1	<b>5.1 Maintenance Types and Lines</b>
5.1.0-1	The following sub-paragraphs identify the Maintenance Unit types as well as sample maintenance activities and the personnel responsible for performing these activities.

5.1.1	<b>5.1.1 First Line Maintenance</b>
5.1.1.0-1	The Operators and the Technicians, employed within the operational units, will perform Operator and First Line maintenance activities respectively.
5.1.1.0-1.0-1	<u>Operator Maintenance</u> , which should take on average 15 minutes/day less power regeneration and includes the following activities:
5.1.1.0-1.0-1.0-1	<ul style="list-style-type: none"> <li>○ Non technical pre-operational inspection and checks. System Managers will generate mission plans for download by the operator;</li> </ul>
5.1.1.0-1.0-1.0-2	<ul style="list-style-type: none"> <li>○ Scheduled Servicing, power regeneration, cleaning and preventative maintenance operations based on Contractor's instructions to ensure operational readiness of the equipment;</li> </ul>
5.1.1.0-1.0-1.0-3	<ul style="list-style-type: none"> <li>○ Performance of Built in Test (BIT) as required;</li> </ul>
5.1.1.0-1.0-1.0-4	<ul style="list-style-type: none"> <li>○ Remove and replace of LRU, Ancillary Equipment and batteries as authorized;</li> </ul>
5.1.1.0-1.0-1.0-5	<ul style="list-style-type: none"> <li>○ Reporting of system failures and usage information to maintenance personnel;</li> </ul>
5.1.1.0-1.0-1.0-6	<ul style="list-style-type: none"> <li>○ Additional activities as agreed to by the Contractor and DND.</li> </ul>
5.1.1.0-1.0-2	<u>Technician Functions</u> - First Line Maintenance activities, as recommended by the Contractor and agreed to by DND, usually taking up to one (1) hour, will be performed by integral First Line Maintenance personnel. For example:
5.1.1.0-1.0-2.0-1	<ul style="list-style-type: none"> <li>○ Maintaining stocks of spares and repair parts required for operation, servicing and maintenance;</li> </ul>
5.1.1.0-1.0-2.0-2	<ul style="list-style-type: none"> <li>○ Maintenance of power sub-systems (i.e. battery chargers);</li> </ul>
5.1.1.0-1.0-2.0-3	<ul style="list-style-type: none"> <li>○ Maintenance of Electro-optical sub-systems (i.e. Night Vision Goggles; micro-Unmanned Air Vehicles; acquired weapons sensors; and their interfaces);</li> </ul>
5.1.1.0-1.0-2.0-4	<ul style="list-style-type: none"> <li>○ Reconditioning/minor repair of textile components (i.e. vests, pouches);</li> </ul>
5.1.1.0-1.0-2.0-5	<ul style="list-style-type: none"> <li>○ Operation and maintenance of Special Tools and Test Equipment (STTE), such as BIT equipment, as required;</li> </ul>
5.1.1.0-1.0-2.0-6	<ul style="list-style-type: none"> <li>○ Confirming faults found by the operator and, for unidentified failures, finding and isolating faults;</li> </ul>
5.1.1.0-1.0-2.0-7	<ul style="list-style-type: none"> <li>○ Removal, replacement and repair of faulty LRU/LoRU, as authorized. Note: Technicians will require system management training to the level necessary to confirm repairs and network functionality;</li> </ul>

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5.1.1.0-1.0-2.0-8	○ Calibration of equipment and reprogramming software and firmware;
5.1.1.0-1.0-2.0-9	○ Performance of limited repairs to LRU/LoRU, as authorized;
5.1.1.0-1.0-2.0-10	○ Reconditioning of spares, as authorized; and
5.1.1.0-1.0-2.0-11	○ Recording of maintenance data and real time use information.
5.1.1.0-1.0-3	Normal maintenance activity will be to back load the faulty equipment or LRU to a 2nd Line maintenance organization. Second Line Maintenance activities, as recommended by the Contractor and agreed to by DND, usually taking up to two (2) hours, will be performed by 2nd Line Maintenance personnel. If within the MSTF capability, all authorized repairs will be conducted as far forward as possible.
5.1.1.0-1.0-4	<u>Electronic fault diagnostics</u> - The fault diagnostics capability of the ISS may be facilitated by the use of BIT Equipment. Preferably, the system would indicate the faulty LRU on a display screen. In the event where this method is unpractical or unaffordable, the system will be diagnosed to LRU level with the help of Trouble Shooting Aids/Diagrams and the use of common existing in-house test equipment; and
5.1.1.0-1.0-5	<u>Cable Repairs</u> - A high wear item, continuity checks on cables and integrity of connectors will be essential to mission success. Cables repair may involve replacement/repair of connectors; manufacture of new cables in theatre and/or repair of receptacles. Cable design, incorporating strain relief, will minimize the need for cable repair.
5.1.2	<b>5.1.2 Second Line Repair Shop</b>
5.1.2.0-1	The Contractors Maintenance Plan may not require Second line maintenance tasks. Faulty LRUs or LoRUs that are beyond the maintenance scope of the CF maintenance resources will be returned for repair or replacement to the Contractor as authorized.
5.1.2.0-2	At the Second Line Shop, for units without First Line capability, maintenance functions will be limited to the following:
5.1.2.0-2.0-1	○ Finding/isolating faults at LRU / LoRU level;
5.1.2.0-2.0-2	○ Replacement of faulty LRUs / LoRUs;
5.1.2.0-2.0-3	○ Repair faulty LRU / LoRU as authorized and;
5.1.2.0-2.0-4	○ Recording of maintenance information.
5.1.2.0-3	Repairable ISS components will be repaired or returned to the Contractor for assessment and repair under the R&O Contract. Repairs will be conducted by deployed workshops with access to the necessary hardstand, tools and test equipment.

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5.1.2.0-3.0-1	○ Calibration of equipment, reprogramming software/firmware;
5.1.2.0-3.0-2	○ Fault isolation and repair by replacement of assemblies, subassemblies and components;
5.1.2.0-3.0-3	○ Operation and maintenance of STTE;
5.1.2.0-3.0-4	○ Scheduled inspection/preventive maintenance of assemblies, sub-assemblies and components of items held in the CFSS; and
5.1.2.0-3.0-5	○ First and Second Line maintenance instructions will be based on the Contractor's recommended Maintenance Plan and approved by DND.
5.1.2.0-4	Technicians in the supporting maintenance organizations will perform defined First Line (for units without integral maintenance support) and assigned Second Line maintenance tasks, usually taking up to two (2) hours, as recommended by the Contractor and agreed to by DND.
5.1.3	<b>5.1.3 Third Line Maintenance</b>
5.1.3.0-1	It is expected that Contractor support may be sought for all other maintenance requirements. The Contractor may be tasked, on an as required basis, to provide verification of maintenance required and confirmation of services provided.
5.2	<b>5.2 Tools &amp; Test Equipment Distribution</b>
5.2.0-1	Tools and test equipment required to perform First and Second Line maintenance activities are expected to be minimal. Existing in-house tools and test equipment will be used wherever possible. The relevant Contractor will identify all tools and test equipment required in support of the ISS. Required equipment not currently found in DND inventory may, based on a cost benefit analysis, be procured to support in-house maintenance responsibilities.
5.2.0-2	As a result, limited additional tools will be purchased and distributed to the applicable maintenance organizations as required.
5.3	<b>5.3 Maintenance and Storage Facilities</b>
5.3.0-1	<u>Maintenance Facilities</u> . Current DND facilities are considered to be adequate for the repair of the ISS at the maintenance lines identified.
5.3.0-2	<u>Storage Facilities</u> . Some ISS components may be controlled items under the Canadian Controlled Goods Regulations or other like regulations (e.g. International Traffic in Arms Regulations (ITAR)) and/or items identified IAW applicable policies and regulations, such as Hazardous Material (HAZMAT), Dangerous Goods and the Environmental

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	Protection Act (EPA). As such, some items may be identified for controlled storage.
5.3.0-3	<u>Equipment Issue</u> . ISS will be issued to individual soldiers as part of their personal kit. When not on operations, secure storage may be required in similar fashion to weapons. Storage must be done within existing facilities or security containers.
5.3.0-4	<u>Equipment Reconstitution</u> . Whenever possible, all ISS being returned from a theatre of operations will undergo thorough cleaning if mandated by Agriculture Canada. In addition, batteries will be removed and packed separately. All equipment will undergo a visual inspection, and equipment with damage will be noted and tagged or classified for serviceability prior to shipment to Canada or the Contractor.
5.4	<b>5.4 Software Maintenance and Configuration Management</b>
5.4.0-1	The ISS requires the dedicated management of System Release hardware, software and firmware.
5.4.0-2	It is anticipated that the software/firmware will be maintained by the Contractor, with required updates forwarded to NDHQ, through the Project Management Office (PMO) ISS Project (ISSP) ILS Manager (ILSM) or EMT ISS, as applicable. If required, updated data will be distributed electronically to each of the user units. Garrison access to a real-time, web-based application on the DND Wide Area Network (DWAN) is envisioned for the future. Updates to BIT Equipment will be distributed in the same manner.
5.5	<b>5.5 Warranty</b>
5.5.0-1	The PMO ISSP ILSM/TA, in conjunction with the Contractor, will determine the warranty validity for individual items of the ISS and will inform the ISSP of items/systems to be returned to the Contractor for repair under warranty. The ISSP PMO will act as coordinator for the return of all ISS items under warranty to the Contractor.
5.6	<b>5.6 Post Warranty Unserviceable Items</b>
5.6.0-1	Unserviceable ISS or parts thereof will be collected at the CFSD and the PMO ISSP/EMT notified. Depending on the urgency and economical repair quantity, the PMO/EMT will forward the equipment for repair or disposal under an OWSS contract.
5.7	<b>5.7 Demilitarization and Disposal</b>
5.7.0-1	Some components of the ISS may be designated as Controlled Goods under ITAR and the Canadian Controlled Goods Regulation and identified as such in the supply system with a Demilitarization Code (DMC) of "F". Inspection of items is to be performed by a Second Line Maintenance organization and the identified non-serviceable items are to be returned to the Contractor for repair, cannibalization or scrap. For the electronic components, it is planned to have all salvage returned to the Contractor for controlled disposal. Non-hazardous, non repairable components, that are not controlled goods or otherwise

	restricted for disposal within the theatre, may be disposed of on site. All disposal will be managed by DND/PMO ISSP ILSM or the EMT after transition.
6	<b>6 TRAINING SUPPORT CONCEPT</b>
6.1	<b>6.1 Overview of the Training Concept</b>
6.1.0-1	The ISS is a Deployable Weapons Systems, issued only to MSTFs once they have been designated for operations or as standby/readiness for operations. It is not issued to the 'Institutional Army'. This fact guides the overall training requirements, which need to focus on meeting the high level of individual and collective combat readiness undertaken as a MSTF readies for combat. This will take place during the pre-deployment cycle established as part of the Army Managed Readiness Cycle once a MSTF has been designated.
6.1.0-2	A secondary objective is to support the introduction and use of the system at the School of Infantry, CTC, and the CFSCE for technical training. It should be noted that ISS will be withdrawn from MSTFs returning to Canada. Those units may not be re-selected for deployment for up to three years. As a result, operator and maintainer skill fade will occur between deployments.
6.2	<b>6.2 Performance Oriented Training</b>
6.2.0-1	ISS training should be performance based and must be developed IAW CF Individual Training and Education System (CFITES). Collective training should use Battle Tasks Standards. Operational performance requirements will be used as the baseline to assess both individual and collective training performance requirements.
6.3	<b>6.3 Training Needs Analysis (TNA)</b>
6.3.0-1	ISS training will be based upon a comprehensive TNA. A TNA is defined as the process necessary to analyse training needs to determine the outcomes of training after training has been prescribed as the solution to the performance deficiency. The TNA for the ISS will be completed by Director of Army Training (DAT) with the assistance and input of PMO ISSP and ISSP Training Development Officer. It will be used by the Project to guide the implementation of initial and follow-on training, including the transition between Project and steady-state operational training requirements.
6.4	<b>6.4 Strategy -Train the Trainer</b>
6.4.0-1	Approach. The "Train the Trainer" approach will be used for ISS training. In general, the Contractor will provide Pilot ICT to selected DND personnel. Pilot ICT is , designed primarily to validate training.
6.4.0-2	The Contractor will then conduct ICT to MSTF representatives and conducted in three categories: Operator, System Management and Maintenance training.

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6.4.0-3	Responsibility. Follow-up operator, system management and maintenance training will then become the responsibility of DND to conduct on a recurring basis. Sustainment training for:
6.4.0-3.0-1	Operators and system management will be the responsibility of the CTC CoE.; and
6.4.0-3.0-2	Maintenance personnel will be the responsibility of the CFSCE.
6.4.0-4	These CoEs will provide input into all other courses that require knowledge of the operational or technical attributes of the ISS.
6.5	<b>6.5 Individual and Collective Training</b>
6.5.1	<b>6.5.1 General</b>
6.5.1-1	It is expected that ISS will ‘fundamentally affect the way the Canadian Soldier fights’. As a result, DND training needs to address both individual and collective training requirements as detailed in subsequent paragraphs in this section.
6.5.1-2	ICT will be at the individual level. As the ISS progresses and matures over time, collective training requirements will be developed and managed by CTC/CoE, including Tactics, Techniques and Procedures (TTP) development.
6.5.1-3	In addition, DND will need to ensure Lessons Learned are collected and used to influence future training requirements.
6.5.2	<b>6.5.2 Individual Training</b>
6.5.2.0-1	Individual Training comprises the instructional activities for individual members of the CF that provide the skills, knowledge and attitudes required in the performance of assigned duties, or upon which information can be correctly interpreted and sound judgment exercised. These activities result in a qualification being conferred upon the member.
6.5.3	<b>6.5.3 Collective Training</b>
6.5.3.0-1	Collective Training is the training, other than Individual Training and Education (IT&E), designed to prepare teams, units and other elements to perform military tasks IAW defined standards. Collective training includes procedural drill and the practical application of doctrines, plans and procedures to acquire and maintain tactical, operational and strategic capabilities between groups of soldiers. Collective training for ISS will involve the development by DAT/Directorate of Army Doctrine (DAD) of collective training standards to be incorporated into the second Cycle of Pre-Deployment training.
6.5.4	<b>6.5.4 Target Population</b>

6.5.4.0-1	ISS training faces the challenge of addressing training for a dynamic and wide-ranging target population. Variation in the characteristics of ISS trainees may be attributed to:
6.5.4.0-1.0-1	<ul style="list-style-type: none"> <li>○ The need to be familiar with multiple configurations of equipment forming the ISS and their use at various levels of command;</li> </ul>
6.5.4.0-1.0-2	<ul style="list-style-type: none"> <li>○ Different occupational and job experience backgrounds; and</li> </ul>
6.5.4.0-1.0-3	<ul style="list-style-type: none"> <li>○ Skills fade due to non-continuous access to and use of similar technology.</li> </ul>
6.6	<b>6.6 Operator, System Management and Maintenance Training</b>
6.6.0-1	The target population for the training to be developed will be required for the following classifications:
6.6.0-1.0-1	<ul style="list-style-type: none"> <li>○ <u>Operators</u> - The ISS will be utilized within a MSTF on deployed operations. Operators will be Combat Arms, and predominately Infantry and Combat Support. Some training on the ISS may be aimed at CSS trades assigned to operate within a MSTF on operations;</li> </ul>
6.6.0-1.0-2	<ul style="list-style-type: none"> <li>○ <u>System Managers</u> - A special category of Operators and/or Maintainers will be tasked to perform the System Management functions related to Communications planning and system configuration; and</li> </ul>
6.6.0-1.0-3	<ul style="list-style-type: none"> <li>○ <u>Maintainers</u> - Training will be focused on Land Communications Information System (LCIS) Technicians. Any training on new technology will be identified either through the Supportability Analysis process or as specified by the PMO ISSP ILSM. Training will be presented to Area technical personnel concurrently with the fielding of ISS equipment. Training will be conducted by CF ICT instructors. CF Technician training packages will be maintained by the CoE at CFSCE, (LCIS).</li> </ul>
6.7	<b>6.7 Pilot ICT and ICT Training</b>
6.7.0-1	Designated CF Operational personnel must be capable of performing all tasks, for their respective Military Occupation Structure Identification (MOSID), to the assigned training standard.
6.7.0-2	<u>Pilot ICT Training.</u> DND personnel selected from the appropriate CoE as ISS CF Instructors, will attend the Contractor delivered Pilot ICT Operator Instructors Course, Pilot ICT Maintainer Instructors Course and Pilot ICT System Management Instructors Course.
6.7.0-3	<u>ICT Training.</u> The ISS CF Instructors will in turn train Subject Matter Experts (SMEs) capable of validating the ICT training materiel. The validation will take place following the Pilot ICT Instructors Course and lead to the approval of the final version of the ICT

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	courseware.
6.7.0-4	<u>Pilot ICT Serials.</u> Pilot ICT is designed to validate initial training and will include training by the contractor to CF personnel who will be selected based on their SME background and MOSID.
6.7.0-5	<u>ICT Serials.</u> ICT is designed to train a small group of soldiers who will then train the MSTF. To ensure that there is sufficient trained personnel at the Platoon and Company levels only a small complement of soldiers are required to be trained by the contractor.
6.8	<b>6.8 Regenerative (Refresher) Training</b>
6.8.0-1	There may be a requirement to obtain additional ICT courses from the Contractor. These would be required if the CoE training staff is not available to train the next rotation MSTF. In this case courses will be conducted at the CF Training Facility which may be a major Base or Area Training Center. In order to ensure the ICT training package is kept current, the Project may provide training updates to the Contractor on an as required basis. The requirement for additional courses will be articulated through the acquisition and in-service support contract(s) mechanisms in place.
6.9	<b>6.9 Performance Standards</b>
6.9.1	<b>6.9.1 Performance Standards Overview</b>
6.9.1.0-1	In order to meet both individual and operational capabilities, ISS training is to be based upon Performance Objectives (POs) and clearly defined standards. The design and development of the training is expected to be objective, measurable, and realistic with respect to the operational environment. The following sub-sections concern the training performance standards for ISS training.
6.10	<b>6.10 Knowledge and Skill Acquisition</b>
6.10.0-1	This sub-section outlines the knowledge and acquisition standards for the ISS. An eighty percent (80%) acquisition rate is required for ISS:
6.10.0-1.0-1	<ul style="list-style-type: none"> <li>○ Operator trainers should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days;</li> </ul>
6.10.0-1.0-2	<ul style="list-style-type: none"> <li>○ Operators should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days;</li> </ul>
6.10.0-1.0-3	<ul style="list-style-type: none"> <li>○ Technician trainers should be able to acquire the required knowledge and skill levels within the time span of not more than ten (10) normal training days;</li> </ul>
6.10.0-1.0-4	<ul style="list-style-type: none"> <li>○ First Line maintainers should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days;</li> </ul>

6.10.0-1.0-5	<ul style="list-style-type: none"> <li>○ Second Line maintainers should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days;</li> </ul>
6.10.0-1.0-6	<ul style="list-style-type: none"> <li>○ System Manager trainers should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days; and</li> </ul>
6.10.0-1.0-7	<ul style="list-style-type: none"> <li>○ System Managers should be able to acquire the required knowledge and skill levels within the time span of not more than five (5) normal training days.</li> </ul>
6.11	<b>6.11 Time for Knowledge and Skills Retention</b>
6.11.0-1	All ISS operators, maintainers, and system managers who achieve the initial knowledge acquisition and skills levels should be able to maintain those levels without significant degradation, throughout a normal managed readiness schedule (approximately 18 months). The retention of training manuals, student guides or computer based training aids will greatly enhance retention of skills.
6.12	<b>6.12 Management of Training</b>
6.12.1	<b>6.12.1 Scheduling</b>
6.12.1.0-1	One of the key factors in the successful introduction of a system is the proper and timely training of operators, system managers and maintainers. This premise holds true at both the individual and collective level. Training will therefore be targeted at personnel shortly after joining the MSTF and during the individual training phase of the MSTF training program. The Contractor's Training Program plan will outline the scheduling of training.
6.12.1.0-2	IAW the Army Managed Readiness System, a MSTF starts to assemble its resources, required to conduct training, nine months before deployment. Therefore, it will be incumbent of the ISSP PMO ILSM to ensure the equipment and training means are planned to be available at the early stage of the MSTF mounting. Trainers will need to be identified early in this process to ensure their availability at the earliest stage of individual training as tasked by the MSTF.
6.12.2	<b>6.12.2 Qualification</b>
6.12.2.0-1	A unique CF qualification number, to record that a soldier has received training IAW with training standards and training plans, shall be assigned to an individual upon successful completion of ISS training. This would add credibility to training as it would mark training as being objective; quantifiable; traceable; and to formally record the use of CF resources for Human Resources (HR) and material resource management. Furthermore, this will provide the MSTF Commander with evidence and proof that soldiers are properly trained.
6.12.3	<b>6.12.3 Certification</b>

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6.12.3.0-1	Upon completion of ISS training, certification shall be granted in order to identify when the training was received and for what period of time the training is valid in order to justify performance competency. ISS training is valid for 18 months after training has been administered as per MSTF pre-deployment checklist.
6.12.4	<b>6.12.4 Militia/Reserves Training</b>
6.12.4.0-1	There will be no special training for Militia/Reserve personnel. Reserve personnel called out on operations, will receive training on ISS during pre-rotation certification training for the MSTF.
6.12.5	<b>6.12.5 Feedback</b>
6.12.5.0-1	Feedback will be collected at all stages of the analysis, design, development, conduct, evaluation, and validation of training by PMO ISSP. Suggestions from CoE personnel, operators, mentors, and supervisors are encouraged. Post Mission reports will be analysed for Lessons Learned and feedback provided to the appropriate authorities to improve TTPs and training delivery. Suggested areas for improvement to training should be forwarded to the ISSP Training Development Officer for consolidation and consideration for further action if required.
7	<b>7 Optimized Weapon System Support (OWSS)</b>
7.1	<b>7.1 General</b>
7.1.0-1	The ISS will be supported during its in service life through an OWSS program. The need for the OWSS program results from recognition that DND has to provide effective and efficient life cycle support for new weapons systems in partnership with industry, particularly in view of limited availability of funding and HR.
7.1.0-2	A vital key to achieving an optimized in service support system is to determine, during the definition phase of a new project, the most effective and efficient manner to support the weapon system throughout its Life Cycle, with the caveat that operational support must not be compromised. From this determination, support activities which would be best completed by the Contractor are identified and included in the support system requirements for the ISS.
7.1.0-3	Accordingly, DND will be looking to acquire a number of support services to provide elements of long term support which will not be carried out in-house. Since DND is not planning to procure the complete Technical Data Package or any maintenance information beyond assigned Second Line tasks, these Support Services will be required for the life of the system.
7.1.0-4	It is expected that the Contractor may be asked to augment DND in house capabilities in the following areas:

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7.1.0-4.0-1	○ Core Services -
7.1.0-4.0-1.0-1	● DND access to ISS Technical Data Package via an Electronic Information Environment (EIE);
7.1.0-4.0-1.0-2	● Supply Support;
7.1.0-4.0-1.0-3	● Re-provisioning;
7.1.0-4.0-1.0-4	● Obsolescence Management;
7.1.0-4.0-1.0-5	● R&O; and
7.1.0-4.0-1.0-6	● CM.
7.1.0-4.0-2	○ Task Based Services -
7.1.0-4.0-2.0-1	● System Engineering Support, Technical Investigation and Engineering Support (TIES);
7.1.0-4.0-2.0-2	● ILS; and
7.1.0-4.0-2.0-3	● Field Service Representatives.
7.2	<b>7.2 OWSS Management</b>
7.2.0-1	During the Acquisition Phase, OWSS will be managed by the PMO ISSP ILSM as part of the ILS component of the Contract Management program. During the In-service Phase, OWSS will be managed by the ILSM as the only remaining ILS component of the Contract Management program until transfer to a DND EMT. A similar transition of responsibilities within the Contractor's organization is expected and will have to be managed accordingly.

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PERSONNEL REQUIREMENTS

FOR THE

OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)

FOR THE

INTEGRATED SOLDIER SYSTEM (ISS)

17 JANUARY 2013



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1	<b>1 Personnel Requirements Summary</b>
1.0-1	The following list summarises the types of personnel skill sets required to provide the support services described in the SOW:
1.0-1.0-1	SPJM - Senior Project Manager
1.0-1.0-2	PJA - Project Administrator
1.0-1.0-3	ISSE - Intermediate Software System Engineer
1.0-1.0-4	ISS - Intermediate Software Specialist
1.0-1.0-5	CM - Configuration Manager
1.0-1.0-6	SSTE - Senior SW Test Engineer
1.0-1.0-7	FSR - Field Service Representative (bilingual capability requirement)
1.0-1.0-8	SMI - System Management Instructor
1.0-1.0-9	IILSS - Intermediate Integrated Logistics Support Specialist
1.0-1.0-10	ITS - Intermediate Test Specialist
1.0-1.0-11	IST - Intermediate System Technologist
1.0-1.0-12	IHE - Intermediate Hardware Engineer
1.0-1.0-13	SSE - Senior System Engineer
1.0-1.0-14	JSE - Junior System Engineer
1.0-1.0-15	ISFE - Intermediate Software/Firmware Engineer
1.0-1.0-16	SQS - Senior Quality Specialist
1.0-1.0-17	SLSS - Senior LCM Support Specialist (bilingual capability requirement)
2	<b>2 Bilingual Capability</b>
2.0-1	Some tasks are expected to require Contractor personnel who are capable of working with CF personnel in their unit's official language.
2.0-2	For those categories above, annotated with a bilingual capability requirement, the

	contractor will be expected to be capable of providing a proportion of personnel that are able to communicate orally and in writing in both official languages of Canada (French and English).
3	<b>3 Qualifications and Skills</b>
3.0-1	The qualifications and skill sets specified below are the minimum expected for contractor provided personnel. The SOW as a whole states the total breadth of capability and experience required of the contractor personnel to perform all the work required if, as and when tasked. For a specific task and skill set, the experience of tasked personnel in supporting different types of equipment and systems, software languages, applications, frameworks, operating systems, environments and standards will be narrower than the total breadth and will be specified. The contractor must be capable of providing personnel with the needed capability and experience to perform the work at the contracted rates for the particular skill set. The senior level in each category type must have the demonstrated capability and experience to function as a team leader.
3.1	<b>3.1 Senior Project Manager (SPJM)</b>
3.1.1	<b>3.1.1 Criteria</b>
3.1.1.1	<b>3.1.1.1 Education and Experience Combination</b>
3.1.1.1.0-1	The SPJM must have the following minimum qualifications:
3.1.1.1.0-1.0-1	A university undergraduate degree in project management, business, engineering, science or information systems <b>and</b> four years of project management experience in the last eight years <b>and</b> two years experience in charge of a team of no less than five individuals; <b>or</b>
3.1.1.1.0-1.0-2	A college diploma (two or three year program) in project management, business, electrical engineering, electronics, telecommunications, computers or information technology program <b>and</b> five years of project management experience in the last ten years <b>and</b> two years of experience in charge of a team of no less than five individuals; <b>or</b>
3.1.1.1.0-1.0-3	The Project Management Institute's Project Management Professional (PMP) certification <b>and</b> six years of project management experience in the last ten years <b>and</b> two years of experience in charge of a team of no less than five individuals.
3.2	<b>3.2 Project Administrator (PJA)</b>
3.2.1	<b>3.2.1 Criteria</b>
3.2.1.1	<b>3.2.1.1 Education and Experience Combination</b>

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3.2.1.1.0-1	The PJA must have the following minimum qualifications:
3.2.1.1.1	<b>3.2.1.1.1 Education</b>
3.2.1.1.1.0-1	Must have a minimum of a high school diploma, and
3.2.1.1.2	<b>3.2.1.1.2 Experience</b>
3.2.1.1.2.0-1	Must have a minimum of twelve months of demonstrated experience in the last three years directly providing management support services.
3.3	<b>3.3 Intermediate Software System Engineer (ISSE)</b>
3.3.1	<b>3.3.1 Criteria</b>
3.3.1.1	<b>3.3.1.1 Education and Experience Combination</b>
3.3.1.1.0-1	The ISSE must have the following minimum qualifications:
3.3.1.1.1	<b>3.3.1.1.1 Education</b>
3.3.1.1.1.0-1	Must have a minimum of a university undergraduate degree in Software Engineering, Computer Engineering or equivalent from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.3.1.1.1.0-2	Alternatively, should the candidate's software engineering, computer engineering or equivalent degree be from a non-CCPE accredited engineering program, their software engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>
3.3.1.1.1.0-3	Finally, as a third alternative, the candidate's software engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer based primarily on the candidate's software engineering or computer engineering education and experience credentials; <b>and,</b>
3.3.1.1.2	<b>3.3.1.1.2 Experience</b>
3.3.1.1.2.0-1	Must have a minimum of five years of demonstrated work experience in a relevant systems support field within the last seven years.
3.4	<b>3.4 Intermediate Software Specialist (ISS)</b>
3.4.1	<b>3.4.1 Criteria</b>

3.4.1.1	<b>3.4.1.1 Education and Experience Combination</b>
3.4.1.1.0-1	The ISS must have a minimum of:
3.4.1.1.0-2	A university undergraduate degree in engineering or science <b>and</b> a minimum of three years of demonstrated work experience in a Software/Firmware related systems support field within the last five years; <b>or</b>
3.4.1.1.0-3	A college diploma (two or three year program) in an electrical engineering, electronics, telecommunications, computers or information technology program and a minimum of five years of demonstrated work experience in a Software/Firmware related systems support field within the last eight years; <b>or</b>
3.4.1.1.0-4	Successful completion of an intensive Software/Firmware course with a minimum of six hundred hours of instruction and assignments <b>and</b> a minimum of five years of demonstrated work experience in a Software/Firmware related systems support field within the last eight years; <b>or</b>
3.4.1.1.0-5	A minimum of six years of demonstrated work experience in a Software/Firmware related support field within the last nine years.
3.5	<b>3.5 Configuration Manager (CM)</b>
3.5.1	<b>3.5.1 General</b>
3.5.1.0-1	Tasks may include the following:
3.5.1.0-1.0-1	Preparing and implementing CM plans, processes and procedures;
3.5.1.0-1.0-2	Defining configuration management tools and techniques;
3.5.1.0-1.0-3	Defining configuration identification requirements;
3.5.1.0-1.0-4	Establishing a configuration change control process;
3.5.1.0-1.0-5	Performing configuration status accounting;
3.5.1.0-1.0-6	Managing a configuration/data management section;
3.5.1.0-1.0-7	Establishing configuration audit procedures;
3.5.1.0-1.0-8	Performing Release planning; and
3.5.1.0-1.0-9	Identifying CM requirements in SOWs, CDRLs and DIDs.
3.5.2	<b>3.5.2 Criteria</b>

3.5.2.1	<b>3.5.2.1 Education and Experience Combination</b>
3.5.2.1.0-1	The CM must have a minimum of:
3.5.2.1.0-1.0-1	University undergraduate degree in engineering or science; <b>or</b>
3.5.2.1.0-1.0-2	College diploma (two or three year program) in a configuration management, electrical engineering, electronics, telecommunications, computers or information technology program; <b>and</b>
3.5.2.1.0-1.0-3	Must have a minimum of four years of demonstrated CM work experience within the last eight years including experience in at least six of the CM related activities.
3.6	<b>3.6 Senior Software Test Engineer (SSTE)</b>
3.6.1	<b>3.6.1 General</b>
3.6.1.0-1	The Senior Software Test Engineer (SSTE) shall have the requisite experience in managing tests, directly supervising other test personnel and performing manual and automated testing. The SSTE will also have experience in developing and implementing a test strategy in conjunction with the software development team to perform identified test program and tasks.
3.6.2	<b>3.6.2 Criteria</b>
3.6.2.1	<b>3.6.2.1 Education and Experience Combination</b>
3.6.2.1.0-1	The SSTE must have a minimum of the following qualifications:
3.6.2.1.0-1.0-1	University undergraduate degree in computer engineering, software engineering or equivalent;
3.6.2.1.0-1.0-2	A minimum of three (3) years as a manager of both a test program and of test personnel equivalent to at least three full time personnel; and
3.6.2.1.0-1.0-3	A minimum of six (6) years experience in at least four of the activities listed below:
3.6.2.1.0-1.0-3.0-1	Preparing and implementing software test plans and procedures;
3.6.2.1.0-1.0-3.0-2	Use of automated testing tool;
3.6.2.1.0-1.0-3.0-3	Review of requirements;
3.6.2.1.0-1.0-3.0-4	Use of Case tools (e.g. Requirements Management, Configuration Management, Change Management);

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3.6.2.1.0-1.0-3.0-5	Structured testing techniques and requirements traceability; and
3.6.2.1.0-1.0-3.0-6	Managing testing personnel.
3.7	<b>3.7 Field Service Representative (FSR)</b>
3.7.1	<b>3.7.1 General</b>
3.7.1.0-1	The FSR must be capable of providing In Service Support including as a minimum the following duties:
3.7.1.0-1.0-1	Provide on-going support to users;
3.7.1.0-1.0-2	Cover overall installation and maintenance aspects;
3.7.1.0-1.0-3	Troubleshoot ISS Hardware and System problems;
3.7.1.0-1.0-4	Ensure appropriate personnel resources are aware of problems;
3.7.1.0-1.0-5	Create documents with information for tests, demonstrations;
3.7.1.0-1.0-6	Install new hardware and firmware versions / patches;
3.7.1.0-1.0-7	Update deployment manuals/ guides;
3.7.1.0-1.0-8	Provide feedback to development teams;
3.7.1.0-1.0-9	Logging and sharing problems - building troubleshooting knowledge base; and
3.7.1.0-1.0-10	Provide training support.
3.7.2	<b>3.7.2 Criteria</b>
3.7.2.1	<b>3.7.2.1 Education and Experience Combination</b>
3.7.2.1.0-1	The FSR must have a minimum of at least three years of work experience within the last six years demonstrating the ability to provide In Service Support including the ability to perform the following duties:
3.7.2.1.0-1.0-1	Provide on-going support to users;
3.7.2.1.0-1.0-2	Cover overall installation and maintenance aspects;
3.7.2.1.0-1.0-3	Troubleshoot ISS Hardware and System problems;
3.7.2.1.0-1.0-4	Ensure appropriate personnel are aware of problems;

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3.7.2.1.0-1.0-5	Create documents with information for tests, demonstrations;
3.7.2.1.0-1.0-6	Install new hardware and firmware versions / patches;
3.7.2.1.0-1.0-7	Update deployment manuals/ guides;
3.7.2.1.0-1.0-8	Provide feedback to development teams;
3.7.2.1.0-1.0-9	Logging and sharing problems - building troubleshooting knowledge base; and
3.7.2.1.0-1.0-10	Provide training support.
3.8	<b>3.8 System Management Instructor (SMI)</b>
3.8.1	<b>3.8.1 General</b>
3.8.1.0-1	The System Management Instructor (SMI) shall be fully skilled in and capable of providing instruction for all aspects of the ISS . The SMI shall, as a minimum instruct System Managers and others in the following functions:
3.8.1.0-1.0-1	Installation and Maintenance;
3.8.1.0-1.0-2	Performance of regular database backup activities;
3.8.1.0-1.0-3	Dispatch of problems to appropriate personnel resources;
3.8.1.0-1.0-4	Troubleshooting ISS Software problems;
3.8.1.0-1.0-5	Creating databases for tests, demonstrations;
3.8.1.0-1.0-6	Installing new software versions / patches;
3.8.1.0-1.0-7	Configuring workstations and servers;
3.8.1.0-1.0-8	Updating deployment manuals/ guides;
3.8.1.0-1.0-9	Providing feedback to development teams;
3.8.1.0-1.0-10	Providing ongoing support to trainers;
3.8.1.0-1.0-11	Covering overall installation and functional aspects;
3.8.1.0-1.0-12	Answering user questions;
3.8.1.0-1.0-13	Dispatching problems to appropriate resources;

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3.8.1.0-1.0-14	Logging and sharing problems - building troubleshooting knowledge base; and
3.8.1.0-1.0-15	Performing ad-hoc requests from trainers.
3.8.2	<b>3.8.2 Criteria</b>
3.8.2.1	<b>3.8.2.1 Education and Experience Combination</b>
3.8.2.1.0-1	The SMI must have the following minimum qualifications:
3.8.2.1.1	<b>3.8.2.1.1 Education</b>
3.8.2.1.1.0-1	Must have a minimum of a university undergraduate degree in training development; <b>or</b>
3.8.2.1.1.0-2	Must have a minimum of a university undergraduate degree in project management, business, engineering, science or information systems <b>and</b> two years experience in addition to the experience required below; <b>and</b>
3.8.2.1.2	<b>3.8.2.1.2 Experience</b>
3.8.2.1.2.0-1	Must have a minimum of three years of demonstrated experience in the last five years in training development.
3.9	<b>3.9 Intermediate Integrated Logistics Support Specialist (IILSS)</b>
3.9.1	<b>3.9.1 Criteria</b>
3.9.1.1	<b>3.9.1.1 Education and Experience Combination</b>
3.9.1.1.0-1	The IILSS must have the following minimum qualifications:
3.9.1.1.1	<b>3.9.1.1.1 Education</b>
3.9.1.1.1.0-1	Must have, as a minimum, an undergraduate degree in Engineering or Applied Science from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.9.1.1.1.0-2	Alternatively, should the candidate's software engineering, computer engineering or equivalent degree be from a non-CCPE accredited engineering program, their engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>
3.9.1.1.1.0-3	Finally, as a third alternative, the candidate's engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer based primarily on the

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	candidate's engineering education and experience credentials;
3.9.1.1.2	<b>3.9.1.1.2 Experience</b>
3.9.1.1.2.0-1	Must have, as a minimum, five (5) years of experience in an engineering or applied science field, three (3) years of experience as an Intermediate Logistics Support Specialist; and one (1) year of experience performing configuration management and life cycle costing activities.
3.10	<b>3.10 Intermediate Test Specialist (ITS)</b>
3.10.1	<b>3.10.1 Criteria</b>
3.10.1.1	<b>3.10.1.1 Education and Experience Combination</b>
3.10.1.1.0-1	The ITS must have the following minimum qualifications:
3.10.1.1.1	<b>3.10.1.1.1 Education</b>
3.10.1.1.1.0-1	Must have a minimum of the following qualifications:
3.10.1.1.1.0-1.0-1	University undergraduate degree in engineering, computer science or equivalent; <b>or</b>
3.10.1.1.1.0-1.0-2	College diploma (two or three year program) in an electrical engineering, electronics, telecommunications, computers or information technology program.
3.10.1.1.2	<b>3.10.1.1.2 Experience</b>
3.10.1.1.2.0-1	Must have a minimum of three years experience in at least four of the following activities:
3.10.1.1.2.0-1.0-1	Preparation of test plans and procedures;
3.10.1.1.2.0-1.0-2	Use of automated testing tool;
3.10.1.1.2.0-1.0-3	Review of requirements;
3.10.1.1.2.0-1.0-4	Use of Case tools (e.g. Requirements management, Configuration Management, Change Management);
3.10.1.1.2.0-1.0-5	Structured testing techniques and requirements traceability; and
3.10.1.1.2.0-1.0-6	Managing testing personnel.
3.11	<b>3.11 Intermediate System Technologist (IST)</b>
3.11.1	<b>3.11.1 Criteria</b>

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3.11.1.1	<b>3.11.1.1 Education and Experience Combination</b>
3.11.1.1.0-1	The IST must have a minimum of:
3.11.1.1.0-1.0-1	University undergraduate degree in engineering or science <b>and</b> a minimum of three years of demonstrated work experience in a relevant systems support field within the last five years; <b>or</b>
3.11.1.1.0-1.0-2	A college diploma (two or three year program) in an electrical engineering, electronics, telecommunications, computers or information technology program <b>and</b> a minimum of five years of demonstrated work experience in a relevant systems support field within the last eight (8) years; <b>or</b>
3.11.1.1.0-1.0-3	Successful completion of an intensive electronics, telecommunications or information technology course with a minimum of six hundred hours of instruction <b>and</b> assignments and a minimum of five years of demonstrated work experience in a relevant systems support field within the last eight years.
3.12	<b>3.12 Intermediate Hardware Engineer (IHE)</b>
3.12.1	<b>3.12.1 Criteria</b>
3.12.1.1	<b>3.12.1.1 Education and Experience Combination</b>
3.12.1.1.0-1	The IHE must have the following minimum qualifications:
3.12.1.1.1	<b>3.12.1.1.1 Education</b>
3.12.1.1.1.0-1	Must have a minimum of a university undergraduate degree in Electrical Engineering or Mechanical Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.12.1.1.1.0-2	Alternatively, should the candidate's electrical engineering or mechanical engineering degree be from a non-CCPE accredited engineering program, their engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>
3.12.1.1.1.0-3	As a third alternative, the candidate's engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer based primarily on the candidate's electrical engineering or mechanical engineering education and experience credentials.
3.12.1.1.2	<b>3.12.1.1.2 Experience</b>
3.12.1.1.2.0-1	Must have a minimum of five years of demonstrated work experience in a relevant

	systems support field within the last seven years.
3.13	<b>3.13 Senior System Engineer (SSE)</b>
3.13.1	<b>3.13.1 Criteria</b>
3.13.1.1	<b>3.13.1.1 Education and Experience Combination</b>
3.13.1.1.0-1	The SSE must have the following minimum qualifications:
3.13.1.1.1	<b>3.13.1.1.1 Education</b>
3.13.1.1.1.0-1	Must have a minimum of a university undergraduate degree in Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.13.1.1.1.0-2	Alternatively, should the candidate's degree be from a non-CCPE accredited engineering program, their engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>
3.13.1.1.1.0-3	As a third alternative, the candidates engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer; <b>and</b>
3.13.1.1.2	<b>3.13.1.1.2 Experience</b>
3.13.1.1.2.0-1	Must have a minimum of seven years of demonstrated work experience in a relevant systems support field within the last ten years.
3.14	<b>3.14 Junior System Engineer (JSE)</b>
3.14.1	<b>3.14.1 Criteria</b>
3.14.1.1	<b>3.14.1.1 Education and Experience Combination</b>
3.14.1.1.0-1	The JSE must have the following minimum qualifications:
3.14.1.1.1	<b>3.14.1.1.1 Education</b>
3.14.1.1.1.0-1	Must have a minimum of a university undergraduate degree in Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.14.1.1.1.0-2	Alternatively, should the candidate's degree be from a non-CCPE accredited engineering program, their engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>

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3.14.1.1.1.0-3	As a third alternative, the candidates engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer; <b>and</b>
3.14.1.1.2	<b>3.14.1.1.2 Experience</b>
3.14.1.1.2.0-1	Must have a minimum of three years of demonstrated work experience in a relevant systems support field within the last six years.
3.15	<b>3.15 Intermediate Software/Firmware Engineer (ISFE)</b>
3.15.1	<b>3.15.1 Criteria</b>
3.15.1.1	<b>3.15.1.1 Education and Experience Combination</b>
3.15.1.1.0-1	The ISFE must have the following minimum qualifications:
3.15.1.1.1	<b>3.15.1.1.1 Education</b>
3.15.1.1.1.0-1	Must have a minimum of a university undergraduate degree in Software Engineering, Computer Engineering or equivalent from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; <b>or</b>
3.15.1.1.1.0-2	Alternatively, should the candidate's software engineering, computer engineering or equivalent degree be from a non-CCPE accredited engineering program, their engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); <b>or</b>
3.15.1.1.1.0-3	Finally, as a third alternative, the candidate's engineering education credentials will be considered compliant if the candidate is deemed eligible, by a recognized provincial licensing body, for registration as a Professional Engineer based primarily on the candidate's software engineering or computer engineering education and experience credentials; <b>and</b>
3.15.1.1.2	<b>3.15.1.1.2 Experience</b>
3.15.1.1.2.0-1	Must have a minimum of five years of demonstrated work experience in a relevant systems support field within the last seven years.
3.16	<b>3.16 Senior Quality Specialist (SQS)</b>
3.16.1	<b>3.16.1 General</b>
3.16.1.0-1	Tasks may include the following:

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3.16.1.0-1.0-1	Implementing quality improvement programs;
3.16.1.0-1.0-2	Employing quality assurance tools and techniques;
3.16.1.0-1.0-3	Preparation of Quality Assurance plans and procedures;
3.16.1.0-1.0-4	Conducting quality assurance measurements;
3.16.1.0-1.0-5	Employing release planning techniques;
3.16.1.0-1.0-6	Auditing the implementation of standards, plans and procedures;
3.16.1.0-1.0-7	Managing quality assurance personnel; and
3.16.1.0-1.0-8	Auditing the implementation of quality assurance standards, plans and procedures.
3.16.2	<b>3.16.2 Criteria</b>
3.16.2.1	<b>3.16.2.1 Education and Experience Combination</b>
3.16.2.1.0-1	The SQS must have the following minimum qualifications:
3.16.2.1.1	<b>3.16.2.1.1 Education</b>
3.16.2.1.1.0-1	Must have a minimum of a university undergraduate degree in engineering or science.
3.16.2.1.2	<b>3.16.2.1.2 Experience</b>
3.16.2.1.2.0-1	Must have a minimum of:
3.16.2.1.2.0-1.0-1	Five years experience within the last ten years in Quality Assurance or Quality Program work including experience in at least five of the Quality Specialist support service areas noted in paragraph 3.16.1 above, and
3.16.2.1.2.0-1.0-2	Two years of experience within the last four years in ISO 9001:2000.
3.17	<b>3.17 Senior Life Cycle Management Support Specialist (SLSS)</b>
3.17.1	<b>3.17.1 General</b>
3.17.1.0-1	LCMM work covers a broad area of skill sets. The LCMM would get Subject Matter Expert (SME) backup support from engineers, technologists, technicians and specialists.
3.17.1.0-2	Tasks may include, but are not limited to:
3.17.1.0-2.0-1	Conducting engineering studies and analysis to provide technical solutions to stated technical/logistic or operational requirements/problems including preparation of

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	Engineering Changes (ECs);
3.17.1.0-2.0-2	Defining standards and criteria relevant to equipment or systems maintenance;
3.17.1.0-2.0-3	Preparing, modifying or updating specifications and drawings;
3.17.1.0-2.0-4	Preparing, modifying or updating maintenance handbooks, parts lists, operating manuals and technical instructions and orders;
3.17.1.0-2.0-5	Performing configuration management;
3.17.1.0-2.0-6	Performing analysis of maintenance, repair and overhaul data;
3.17.1.0-2.0-7	Investigating Unsatisfactory Condition Reports (UCRs) and Technical Failure Reports (TFRs);
3.17.1.0-2.0-8	Preparing technical statements of requirement, draft specifications and purchase descriptions;
3.17.1.0-2.0-9	Preparing data for initial provisioning and repair parts scaling;
3.17.1.0-2.0-10	Reviewing the design, development, manufacture, installation and testing of prototype modifications;
3.17.1.0-2.0-11	Preparing support cost option analysis for systems and equipment; and
3.17.1.0-2.0-12	Reviewing disposal certificates, making appropriate recommendations.
3.17.2	<b>3.17.2 Criteria</b>
3.17.2.1	<b>3.17.2.1 Education and Experience Combination</b>
3.17.2.1.0-1	The SLSS must have the following minimum qualifications:
3.17.2.1.1	<b>3.17.2.1.1 Education</b>
3.17.2.1.1.0-1	Must have a minimum of a university undergraduate degree in engineering or science or a college diploma (two or three year program) in an electrical engineering, electronics, telecommunications, computers or information technology program; <b>or</b>
3.17.2.1.1.0-2	Must have a minimum of a Qualification Level 6B (QL6B) trade level in a relevant technical field at the rank of Warrant Officer (WO) or above from the Canadian Forces; <b>and</b>
3.17.2.1.2	<b>3.17.2.1.2 Experience</b>
3.17.2.1.2.0-1	Must have a minimum of four years of demonstrated work experience in Life Cycle

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Materiel Management work in an electronics, telecommunications, computers or information technology technical field in the last 10 years.

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APPENDIX 3 TO  
ANNEX CA TO VOLUME 3

TASK AUTHORISATION PROCESS  
FOR THE  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)  
FOR THE  
INTEGRATED SOLDIER SYSTEM (ISS)

17 JANUARY 2013



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1	<b>1 Limitations</b>
1.0-1	The following definitions must apply to this Appendix:
1.0-1.0-1	<ul style="list-style-type: none"> <li>○ <u>Task Authorisation (DND 626)</u> is a document issued by the PA to the Contractor to authorise a task within the scope and under the terms and conditions of this Contract.</li> </ul>
1.0-1.0-2	<ul style="list-style-type: none"> <li>○ <u>Task Amendment</u> is a Task Authorisation that is used to modify the work initially approved under an existing Task Authorisation.</li> </ul>
1.0-1.0-3	<ul style="list-style-type: none"> <li>○ <u>Task Amendment Request</u> is a Task Request that is used to notify the TA of the need to amend an existing Task Authorisation.</li> </ul>
1.0-1.0-4	<ul style="list-style-type: none"> <li>○ <u>Task Number</u> is a number assigned by the TA that will uniquely identify every Task Request. Once the task is approved, the exact same number will be used by the TA to track each individual Task Authorisation and to monitor the work associated with it.</li> </ul>
1.0-1.0-5	<ul style="list-style-type: none"> <li>○ <u>Task Request</u> is a document requesting the Contractor to provide a proposal for a task under the scope of this Contract. More information on Task Request can be found at Para 2.0-2.</li> </ul>
1.0-2	Except as specifically stated in this Contract, no liability to the Contractor under this Contract must be incurred except through the issuance of a duly signed off Task Authorisation form. For authorised Limitation of Expenditure tasks, the Contractor must not be obliged to perform any work or provide any services that would cause the total liability of the TA to exceed the said financial limitation, unless an increase is so authorized.
1.0-3	The Contractor must refer to Para 2 - Tasking Procedure, and must adhere to the procedure leading to the issuance of Task Authorisations, and comply with the associated administrative requirements.
1.0-4	No Task Authorisation can be issued outside the scope defined in the Statement of Work.
1.0-5	The authorities involved with tasking will perform the following functions:
1.0-5.0-1	<ul style="list-style-type: none"> <li>○ The TA must define the work, evaluate Contractor's technical proposals, recommend the task, monitor progress and accept the work performed by the Contractor; and</li> </ul>
1.0-5.0-2	<ul style="list-style-type: none"> <li>○ The PA must authorize all the Task Authorisations associated with this Contract.</li> </ul>

1.0-6	The involvement of the CA will not be required unless a specific Task Authorisation exceeds a threshold identified in the PWGSC contract or a change to the contract is required.
2	<b>2 Tasking Procedure</b>
2.0-1	The TA will provide a detailed description of the work to be performed through the use of a Task Request for each instance when the Contractor is requested to perform a task that is not included in the core activities.
2.0-2	A Task Request is a document that describes a DND requirement. To establish a clear understanding of the work for each task, the TA will work in close cooperation with the Contractor. The TA will define each of the following aspects of the task prior to the issuance of a Task Request:
2.0-2.0-1	○ the serial Task Number assigned by the TA;
2.0-2.0-2	○ the date when the Task Request is issued;
2.0-2.0-3	○ the requirements for the task;
2.0-2.0-4	○ statement of Work for the task;
2.0-2.0-5	○ priority;
2.0-2.0-6	○ limitation of expenditure or firm fixed price for the performance of the work
2.0-2.0-7	○ task milestones with estimated completion dates; and
2.0-2.0-8	○ acceptance criteria for the work.
2.0-3	Once the TA has reviewed and recommended the Task Request, the PA will request the Contractor to submit a proposal for the work to be performed. After receiving a Task Request, the Contractor must:
2.0-3.0-1	○ issue an acknowledgement to the PA within five (5) working days. This acknowledgement may take the form of a letter, fax or e-mail;
2.0-3.0-2	○ issue a proposal to the PA within fifteen (15) working days of receipt of the Task Request, or after a period mutually agreed upon. The proposal must have sufficient details to facilitate approval, including the hours and types of resources required to complete the work, the cost of the required tools, parts or material as applicable, the requested or proposed Basis of Payment, the rates used, and the total cost;
2.0-3.0-3	○ commence activities on a task only when a duly authorized Task Authorisation, has been issued by the PA, concurrently with the Contractor accepting the work as

	specified at the next paragraph;
2.0-3.0-4	<ul style="list-style-type: none"> <li>○ schedule the work and officially accept the task by issuing a letter or a fax to the PA within five (5) workings days of receipt of a duly authorised Task Authorisation, or after a period mutually agreed upon;</li> </ul>
2.0-3.0-5	<ul style="list-style-type: none"> <li>○ as a minimum, communicate progress on individual tasks through the Monthly Service Status Report described at Para 4.1.1.0-11 of this Statement of Work; and</li> </ul>
2.0-3.0-6	<ul style="list-style-type: none"> <li>○ once a Limitation of Expenditure Task has reached the 75% expenditure level, notify the PA if the remaining resources are expected to be sufficient to complete the task. Should more resources be required to complete the task, the Contractor must forward a Task Amendment Request to the PA. If at any time the Contractor determines that the Limitation of Expenditure may be exceeded, the Contractor must notify the PA and forward a Task Amendment Request. If the Contractor determines that significant surplus funds will exist at Task completion, as mutually agreed, the Contractor may submit a request to amend the task authorised amount to the PA.</li> </ul>
2.0-4	Task Amendments must be used to make changes on a Task Authorisation. The TA or the Contractor may initiate a Task Amendment by issuing a Task Amendment Request. An amendment may involve a change in priority, scope, and level of effort, price, or other issue relating to the Task Authorisation. The Contractor will be advised of a Task Amendment Request by the same formal mechanism that is used for Task Requests, as described above at Para 2.0-3.
2.0-5	The PA may request to put a task on hold, in which case the Contractor will be notified with a letter or fax. The Contractor must immediately acknowledge receiving this letter or fax and stop work. Only the PA has the authority to put a task on hold, under the recommendation of the TA.
2.0-6	A task will be considered complete when the requirements, identified in the Task Authorisation, including any applicable revisions, are completed, and after the deliverables are deemed to have met the acceptance criteria that are contained within this same Task Authorisation. The Contractor must submit a request for Task Closure letter to the PA. The PA will confirm task completion with the TA and then issue a Task Closure Letter. The Task Closure Letter must be signed and forwarded within ten (10) Working Days of receipt of the Contractor's request and the task will be closed out.
3	<b>3 Financial Arrangement</b>
3.0-1	The Contractor must submit his proposal including the price with accompanying supporting details to the PA for review.

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APPENDIX 4 TO  
ANNEX CA TO VOLUME 3

SPARE PARTS PROCUREMENT PROCESS  
FOR THE  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)  
FOR THE  
INTEGRATED SOLDIER SYSTEM (ISS)

17 JANUARY 2013



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1	<b>1 Limitations</b>
1.0-1	The following definitions must apply to this Appendix:
1.0-1.0-1	<ul style="list-style-type: none"> <li>○ Full Detail includes information regarding the Contractor's backup sourcing data which is non-public, confidential and proprietary in nature and which must be marked "Contractor Proprietary".</li> </ul>
1.0-1.0-2	<ul style="list-style-type: none"> <li>○ Spare Parts Order is a document that may be issued by the CA to the Contractor to authorize spare parts procurement within the scope and under the terms and conditions of this Contract.</li> </ul>
1.0-1.0-3	<ul style="list-style-type: none"> <li>○ Spare Parts Order Amendment is used to modify an order initially approved under an existing spare parts order.</li> </ul>
1.0-1.0-4	<ul style="list-style-type: none"> <li>○ Spare Parts Order Number will uniquely identify a spare parts order. The spare parts order number will be used to track the status of each individual order.</li> </ul>
1.0-1.0-5	<ul style="list-style-type: none"> <li>○ Spare Parts Request for Proposal is a document requesting the Contractor to provide a proposal for a Spare Parts requirement under the scope of this Contract. More information on Spare Part Request for Proposal can be found at Para 2.0-2.</li> </ul>
1.0-2	The Contractor must refer to Para 2 - Spare Parts Order Procedure, and must adhere to the procedure leading to the issuance of the spare parts order, and comply with the associated administrative requirements.
1.0-3	No spare part order can be issued outside the scope defined at Section 1 of Annex CA, Statement of Work.
1.0-4	The authorities involved with spare parts order will perform the following functions.
1.0-4.0-1	<ul style="list-style-type: none"> <li>○ The Contracting Authority will provide the requirements and issue a request for proposal to the Contractor as applicable.</li> </ul>
1.0-4.0-2	<ul style="list-style-type: none"> <li>○ The Contractor must submit a spare parts proposal, with supporting details, to the CA. When requested by the CA, full detail for selected spare parts proposals must be supplied within 5 days and will be used solely for the purpose of evaluating the transaction. Such evaluation material will be kept confidential and will not be disclosed or otherwise used by Canada.</li> </ul>
1.0-4.0-3	<ul style="list-style-type: none"> <li>○ The CA will evaluate and negotiate with the Contractor as necessary, and upon agreement being reached, authorize and place the spare parts order.</li> </ul>
1.0-4.0-4	<ul style="list-style-type: none"> <li>○ The Contractor must not proceed with any spare parts orders without the written</li> </ul>

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	authorization of the CA.
1.0-4.0-5	<ul style="list-style-type: none"> <li>○ The CA will from time to time amend the Contract to consolidate spare parts orders through a contract change.</li> </ul>
1.0-5	The PA will be the DND POC for spare parts procurement for the execution of the OWSS contract.
2	<b>2 Spare Parts Order Procedure</b>
2.0-1	The CA will provide a detailed description of the spare parts to be supplied through the use of a Spare Parts Request for Proposal or through a spare parts order based on the ISS Spare Parts Catalogue.
2.0-2	A Spare Parts Request for Proposal is a document that describes the DND request and includes the following:
2.0-2.0-1	<ul style="list-style-type: none"> <li>○ The contract number and the spare parts order number assigned by the PA;</li> </ul>
2.0-2.0-2	<ul style="list-style-type: none"> <li>○ The date when the spare parts request is issued; and</li> </ul>
2.0-2.0-3	<ul style="list-style-type: none"> <li>○ The spare parts detailed spreadsheet.</li> </ul>
2.0-3	The CA will request the Contractor to submit a proposal for the Spare Parts to be supplied. After receiving a Spare Parts Request for Proposal, the Contractor must:
2.0-3.0-1	<ul style="list-style-type: none"> <li>○ issue an acknowledgement to the CA within five (5) working days. This acknowledgement may take the form of a fax or e-mail;</li> </ul>
2.0-3.0-2	<ul style="list-style-type: none"> <li>○ issue a proposal no later than 15 working days after receiving the order. The Contractor must submit the proposal including the price in accordance with the contract basis of payment, with accompanying supporting details, to the CA for review. The Contractor must provide a price and delivery proposal for each part.</li> </ul>
2.0-4	Response must be provided to the CA by inserting the requested information in the Contractor section of the Spare Parts detailed spreadsheet. The Contractor proposal must include the next reasonable economical quantity break(s) for all Spare Parts items. The proposal must have sufficient details to facilitate approval.
2.0-5	The CA will evaluate and negotiate with the Contractor as necessary, and upon agreement being reached, authorize and place the Spare Parts Order.
2.0-6	The CA can also place Spare Parts Orders using the ISS Spare Parts Catalogue.
2.0-7	The CA may issue a Spare Parts Order Amendment to make changes on a Spare Parts Order. An amendment may involve a change in quantity, price, delivery date or other

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	issues to the Spare Parts Order. The Contractor will be advised of a Spare Parts Order Amendment through the same formal mechanism that is used for Spare Parts Order.
2.0-8	A Spare Parts Order will be considered complete when all items, identified in the Spare Parts Order, including any applicable revisions, have been delivered to, inspected, accepted and paid by DND.

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APPENDIX 5 TO  
ANNEX CA TO VOLUME 3

CFTPO ISS POUCH AND MLCS

FOR THE

OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)

FOR THE

INTEGRATED SOLDIER SYSTEMS (ISS)

17 JANUARY 2013

1. The Integrated Soldier System (ISS) Pouches consist of the items listed below:

	Item Description	NATO Stock Number	Unit of Issue
a	ISS Pouch Set		SE
b	ISS System Component Pouch	NSN as specified on contract	EA
c	ISS GPS Component Pouch		EA
d	ISS Display Component Pouch		EA

2. Package item(s) in a polyethylene (or other transparent film) bag or envelope, made of material not less than one (1) mil thickness. The bags shall be taped or stapled to effect closure and shall be legibly marked (labelled) as follows:

NATO Stock Number (NSN) \*                   - As specified on contract  
 Nomenclature \*\*                                 - As specified on contract  
 Quantity / Unit of Issue                       - As applicable (1 EA OR 1 SE)

*For initial distribution   Items (b-d) shall be consolidated into a single package → item (a)*

*For Depot stock         Items (b-d) shall be individually packaged*

3. A quantity of packages, of the same NSN, shall be packed into a corrugated fibreboard box conforming to Canadian General Standards Board (CGSB) specification CAN/CGSB-43.22-2001. The box size and content quantity shall be uniform for the duration of the contract. Suggestion as follows:

No material handling equipment required – Overall inside dimensions (length, width and depth added) shall not exceed 1.5 metres (59 inches). The maximum weight of the box and contents shall not exceed 18 kilograms (40 pounds).

Material handling equipment required – The box(es) shall be compatible with the requirements of paragraph 8.

4. Closure of the corrugated fibreboard box shall be in accordance with CGSB specification CAN/CGSB-43.22-2001 (Appendix B).

5. On one end of each corrugated fibreboard box, stencilling or labelling, in figures as large as practicable in relation to the space available, shall legibly mark the following information:

NATO Stock Number (NSN) \*                   - As specified on contract  
 Nomenclature \*\*                                 - As specified on contract  
 Quantity (per box) / Unit of Issue           - As applicable (1 EA OR 1 SE)  
 Gross Weight (nearest kg)                   - As applicable  
 Contract Serial Number                       - As specified on contract

6. On one side of each corrugated fibreboard box, stencilling or labelling, in figures as large as practicable in relation to the space available, shall legibly mark the following information:

Consignee   - As specified on contract  
 Consignor                                        - Supplier's name or symbol  
 Case \_\_\_ of \_\_\_ cases                         - As applicable within each shipment

7. The last shipping container of each shipment shall have affixed to the side on which the shipping instructions are contained (paragraph 6), an envelope containing the Packing List, Release Note, etc. This water-resistant envelope shall be prominently marked "Packing List Enclosed" and shall be securely affixed to the outside wall of the container.

8. Shipments shall be palletized in uniform loads (grouped by NSN) and strapped/secured on standard 4-way entry, 48-inch by 40-inch wood or fibreboard non-returnable pallets, to be supplied by the contractor. Total height, including pallet, shall not exceed 47 inches.

\* Marking shall be applied using Bar Code Symbology GS1-128 with AI 7001, including HRI (in accordance with D-LM-008-002/SF-001)

\*\* Bilingual format – English / French

Canadian Forces Transportation Packaging Order  <h1 style="margin:0;">CFTPO-ISS-POUCH</h1>	Date <b>5 May 2011</b>	Sheet <b>1 of 2</b>
	Nomenclature <b>As specified on contract</b>	Based on <b>As specified on contract</b>
Draftsman <b>H. Fraser</b> Checker <b>H. Fraser</b> Design Engineer <b>DSCO 5-4-3</b> Approval Stamp 		

CF 798

1. Les pochettes de Système Intégré de Soldat (ISS) se composent des articles énumérés ci-dessous :

	Description de l'article	NNO	Unité de mesure
a	ISS Jeu de pochette	Numéro de nomenclature OTAN - selon le contrat	SE
b	ISS Pochette de composant système		EA
c	ISS Pochette de composant GPS		EA
d	ISS Pochette de composant d'affichage		EA

2. Emballer le(s) article(s) dans un sac ou une enveloppe en polyéthylène (ou une autre pellicule transparente), dont l'épaisseur est d'au moins un (1) mil. Les sacs doivent être scellés à l'aide d'un ruban adhésif ou d'agrafes, et l'information suivante (inscrite sur une étiquette) doit figurer lisiblement sur chacun :

Numéro de nomenclature OTAN (NNO)\* - Selon le contrat  
 Nomenclature \*\* - Selon le contrat  
 Quantité (par conteneur) / Unité de mesure - Selon le cas (1 EA ou 1 SE)  
*La distribution initiale* Les articles (b-d) doivent être regroupés dans un seul paquet → l'article (a)  
*Le stockage à l'entrepôt* Les articles (b-d) doivent être emballés individuellement

3. Une quantité de paquets, de la même NNO, doivent être placés dans un conteneur en carton dur ondulé, conformément à la norme CAN/CGSB-43.22-2001 de l'Office des normes générales du Canada (ONGC). La taille du conteneur et la quantité contenue doivent demeurer la même pour la durée du contrat. Voici des suggestions :

Aucun équipement de manutention nécessaire – Les dimensions générales intérieures (somme de la longueur, de la largeur et de la hauteur) ne doivent pas dépasser 1,5 m (59 po). Le poids maximal du conteneur, avec son contenu, ne doit pas dépasser 18 kg (40 lb).

Équipement de manutention nécessaire – Les conteneurs doivent être compatibles aux exigences du paragraphe 8.

4. La fermeture du conteneur en carton dur ondulé doit être conforme à la norme CAN/CGSB-43.22-2001 (appendice B) de l'ONGC.

5. Sur une extrémité de chaque conteneur en carton dur ondulé, l'information suivante doit figurer lisiblement en caractères aussi grands que permis par l'espace disponible (inscrite à l'aide d'un pochoir ou sur une étiquette) :

Numéro de nomenclature OTAN (NNO)\* - Selon le contrat  
 Nomenclature \*\* - Selon le contrat  
 Quantité (par conteneur) / Unité de mesure - Selon le cas (1 EA ou 1 SE)  
 Poids brut (arrondir au kg) - Selon le cas  
 Numéro de série du contrat - Selon le contrat

6. Sur un côté de chaque conteneur en carton dur ondulé, l'information suivante doit figurer lisiblement en caractères aussi grands que permis par l'espace disponible (inscrite à l'aide d'un pochoir ou sur une étiquette) :

Destinataire - Selon le contrat  
 Expéditeur - Nom ou marque du fournisseur  
 Conteneur \_\_\_ de \_\_\_ - Selon chaque cargaison

7. Le dernier conteneur d'expédition de chaque cargaison, doit porter sur le côté où l'on retrouve les instructions d'envoi (paragraphe 6), une enveloppe contenant le bordereau d'expédition, le bordereau de libération, etc. Cette enveloppe, résistante à l'eau, doit porter clairement les mots «bordereau d'expédition ci-inclus» et doit être bien fixée à la paroi extérieure du conteneur.

8. L'entrepreneur doit fournir des palettes standard de type perdu, en bois ou en carton dur ondulé, accessibles des quatre côtés et mesurant 48 po sur 40 po. Les conteneurs doivent y être disposés uniformément (groupées par NNO) et solidement arrimées. La hauteur totale, y compris la palette, ne doit pas dépasser 47 po.

\* Les marques doivent être apposées au moyen de la symbologie code à barres GS1-128, avec le numéro d'identification d'application IA 7001, y compris la traduction en clair TC (conformément à la D-LM-008-002/SF-001)

\*\* Format bilingue – Anglais / Français

Commande d'Emballage pour le Transport – Forces canadiennes

**CETFC-ISS-POUCH**

Date 5 Mai 2011  
 Feuille 2 de 2  
 Nomenclature Selon le contrat  
 Basé sur Selon le contrat

Destinatrice  
**H. Fraser**  
 Vérificatrice  
**H. Fraser**  
 Ingénieur d'études  
**DOCA 5-4-3**  
 Sceau d'approbation



1. The Integrated Soldier System (ISS) Modular Load Carriage System (MLCS) consists of the items listed below:

	Item Description	NATO Stock Number	Unit of Issue
a	ISS MLCS, Small	NSN as specified on contract	AY
b	ISS MLCS, Medium		AY
c	ISS MLCS, Front, Small		EA
d	ISS MLCS, Front, Medium		EA
e	ISS MLCS, Back		EA

2. Package item(s) in a polyethylene (or other transparent film) bag or envelope, made of material not less than one (1) mil thickness. The bags shall be taped or stapled to effect closure and shall be legibly marked (labelled) as follows:

NATO Stock Number (NSN) \* - As specified on contract  
 Nomenclature (including size) \*\* - As specified on contract  
 Quantity / Unit of Issue - As applicable (1 EA OR 1 AY)

*For initial distribution* Items shall be consolidated into a single package based on size → Size small consists of items (c) & (e), size medium consists of items (d) & (e)

*For Depot stock* Items (c-e) shall be individually packaged

3. A quantity of packages, of the same NSN, shall be packed into a corrugated fibreboard box conforming to Canadian General Standards Board (CGSB) specification CAN/CGSB-43.22-2001. The box size and content quantity shall be uniform for the duration of the contract. Suggestion as follows:

No material handling equipment required – Overall inside dimensions (length, width and depth added) shall not exceed 1.5 metres (59 inches). The maximum weight of the box and contents shall not exceed 18 kilograms (40 pounds).

Material handling equipment required – The box(es) shall be compatible with the requirements of paragraph 8.

4. Closure of the corrugated fibreboard box shall be in accordance with CGSB specification CAN/CGSB-43.22-2001 (Appendix B).

5. On one end of each corrugated fibreboard box, stencilling or labelling, in figures as large as practicable in relation to the space available, shall legibly mark the following information:

NATO Stock Number (NSN) \* - As specified on contract  
 Nomenclature (including size) \*\* - As specified on contract  
 Quantity (per box) / Unit of Issue - As applicable (1 EA OR 1 AY)  
 Gross Weight (nearest kg) - As applicable  
 Contract Serial Number - As specified on contract

6. On one side of each corrugated fibreboard box, stencilling or labelling, in figures as large as practicable in relation to the space available, shall legibly mark the following information:

Consignee - As specified on contract  
 Consignor - Supplier's name or symbol  
 Case \_\_\_ of \_\_\_ cases - As applicable within each shipment

7. The last shipping container of each shipment shall have affixed to the side on which the shipping instructions are contained (paragraph 6), an envelope containing the Packing List, Release Note, etc. This water-resistant envelope shall be prominently marked "Packing List Enclosed" and shall be securely affixed to the outside wall of the container.

8. Shipments shall be palletized in uniform loads (grouped by NSN) and strapped/secured on standard 4-way entry, 48-inch by 40-inch wood or fibreboard non-returnable pallets, to be supplied by the contractor. Total height, including pallet, shall not exceed 47 inches.

\* Marking shall be applied using Bar Code Symbology GS1-128 with AI 7001, including HRI (in accordance with D-LM-008-002/SF-001)

\*\* Bilingual format – English / French

Canadian Forces Transportation Packaging Order	<b>CFTPO-ISS-MLCS</b>	Date	5 May 2011
		Sheet	1 of 2
		Nomenclature	As specified on contract
		Based on	As specified on contract
Draftsman	H. Fraser	Approval Stamp	
Checker	H. Fraser	Design Engineer	DSCO 5-4-3

CF 798

1. La Veste de Transport de Charge Modulaire Tactique (VTCMT), du Système Intégré de Soldat (ISS), se compose des articles énumérés ci-dessous :

	Description de l'article	NNO	Unité de mesure
a	ISS MLCS, Petit	Numéro de nomenclature OTAN - selon le contrat	AY
b	ISS MLCS, Moyen		AY
c	ISS MLCS, Avant, Petit		EA
d	ISS MLCS, Avant, Moyen		EA
e	ISS MLCS, Arrière		EA

2. Emballer le(s) article(s) dans un sac ou une enveloppe en polyéthylène (ou une autre pellicule transparente), dont l'épaisseur est d'au moins un (1) mil. Les sacs doivent être scellés à l'aide d'un ruban adhésif ou d'agrafes, et l'information suivante (inscrite sur une étiquette) doit figurer lisiblement sur chacun :

Numéro de nomenclature OTAN (NNO)\* - Selon le contrat  
Nomenclature (comprenant la taille) \*\* - Selon le contrat  
Quantité (par conteneur) / Unité de mesure - Selon le cas (1 EA ou 1 AY)

*La distribution initiale* Les articles doivent être regroupés dans un seul paquet – basé sur la taille → la taille petite est composé des articles (c) & (e), la taille moyenne est composé des articles (d) & (e)

*Le stockage à l'entrepôt* Les articles (c-e) doivent être emballés individuellement

3. Une quantité de paquets, de la même NNO, doivent être placés dans un conteneur en carton dur ondulé, conformément à la norme CAN/CGSB-43.22-2001 de l'Office des normes générales du Canada (ONGC). La taille du conteneur et la quantité contenue doivent demeurer la même pour la durée du contrat. Voici des suggestions :

Aucun équipement de manutention nécessaire – Les dimensions générales intérieures (somme de la longueur, de la largeur et de la hauteur) ne doivent pas dépasser 1,5 m (59 po). Le poids maximal du conteneur, avec son contenu, ne doit pas dépasser 18 kg (40 lb).

Équipement de manutention nécessaire – Les conteneurs doivent être compatibles aux exigences du paragraphe 8.

4. La fermeture du conteneur en carton dur ondulé doit être conforme à la norme CAN/CGSB-43.22-2001 (appendice B) de l'ONGC.

5. Sur une extrémité de chaque conteneur en carton dur ondulé, l'information suivante doit figurer lisiblement en caractères aussi grands que permis par l'espace disponible (inscrite à l'aide d'un pochoir ou sur une étiquette) :

Numéro de nomenclature OTAN (NNO)\* - Selon le contrat  
Nomenclature (comprenant la taille) \*\* - Selon le contrat  
Quantité (par conteneur) / Unité de mesure - Selon le cas (1 EA ou 1 AY)  
Poids brut (arrondir au kg) - Selon le cas  
Numéro de série du contrat - Selon le contrat

6. Sur un côté de chaque conteneur en carton dur ondulé, l'information suivante doit figurer lisiblement en caractères aussi grands que permis par l'espace disponible (inscrite à l'aide d'un pochoir ou sur une étiquette) :

Destinataire - Selon le contrat  
Expéditeur - Nom ou marque du fournisseur  
Conteneur \_\_\_ de \_\_\_ - Selon chaque cargaison

7. Le dernier conteneur d'expédition de chaque cargaison, doit porter sur le côté où l'on retrouve les instructions d'envoi (paragraphe 6), une enveloppe contenant le bordereau d'expédition, le bordereau de libération, etc. Cette enveloppe, résistante à l'eau, doit porter clairement les mots «bordereau d'expédition ci-inclus» et doit être bien fixée à la paroi extérieure du conteneur.

8. L'entrepreneur doit fournir des palettes standard de type perdu, en bois ou en carton dur ondulé, accessibles des quatre côtés et mesurant 48 po sur 40 po. Les conteneurs doivent y être disposés uniformément (groupées par NNO) et solidement arrimées. La hauteur totale, y compris la palette, ne doit pas dépasser 47 po.

\* Les marques doivent être apposées au moyen de la symbologie code à barres GS1-128, avec le numéro d'identification d'application IA 7001, y compris la traduction en clair TC (conformément à la D-LM-008-002/SF-001)

\*\* Format bilingue – Anglais / Français

Commande d'Emballage pour le Transport – Forces canadiennes

**CETFC-ISS-MLCS**Date  
5 Mai 2011Feuille  
2 de 2Nomenclature  
Selon le contratBasé sur  
Selon le contrat

Dessinatrice

H. Fraser

Vérificatrice

H. Fraser

Ingénieur d'études

DOCA 5-4-3

Sceau d'approbation



RFP - N° de la DP  
W8476-112965/B

Amendment No. - N° de la modif.

Buyer ID - Id de l'acheteur  
004RA

Client Reference No. - N° de réf. du client  
W8476-112965

File No. - N° du dossier  
004RA W8476-112965

Volume 3, Annex CB

## ANNEX CB TO VOLUME 3

# PERFORMANCE BASED REQUIREMENTS FOR THE OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS) OF THE INTEGRATED SOLDIER SYSTEM (ISS)

18 JANUARY 2013



RFP - N° de la DP W8476-112965/B	Amendment No. - N° de la modif.	Buyer ID - Id de l'acheteur 004RA
Client Reference No. - N° de réf. du client W8476-112965	File No. - N° du dossier 004RA W8476-112965	Volume 3, Annex CB

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## **OWSS Program Performance Evaluation**

### **1. General.**

1.1 An important component of the OWSS is to establish and maintain a Program Performance Management System. This will contribute to the overall effectiveness of the OWSS contract by ensuring a common understanding of the expected level of performance, an agreed method of measurement and agreement on the results.

### **2. Quarterly Performance Monitoring**

2.1. Under this Program, the Contractor will initiate the Performance Monitoring process by providing a self-assessment of his Performance of Work on a quarterly basis against the agreed Key Performance Indicators (KPIs).

2.2 The process consists of both parties, Canada and the Contractor, conducting their respective evaluations of the Contractor's performance which can then be compared. Found differences will require resolution, leading to an improved understanding of the performance requirements and expectations. This will also provide an opportunity to note areas that require improvement or amendment/adjustment of resource allocations. The standards and thresholds supporting this assessment can be found in Appendix 1 to this Annex.

### **3. Annual Program Performance Evaluation Review**

3.1 The Crown will prepare an Annual Performance Evaluation Review of the overall OWSS Program Performance which will be based primarily on the quarterly performance summaries. The Annual Performance Evaluation Review will be included as an Agenda Item at the PRM following the end of the reporting period. The annual reporting period is defined as a period from the OWSS Contract Start Date anniversary to the next Contract Start Date anniversary minus one day..

3.2. The KPIs and rating scale against which the Contractor's Annual performance will be evaluated is provided in Appendix 1, table 1, to this Annex.

### **4. Dispute Resolution**

4.1 If for any reason the Contractor and the TA cannot arrive at an agreed quarterly assessment results, the CA will act as the "tie breaker" in the dispute.

### **5. Continuous Improvement Program**

5.1. As stated, a key element to Performance Monitoring is to identify areas that require improvement or could benefit from a change in procedure or reallocation of resources. This Annual Performance Evaluation Review should offer an opportunity to propose changes and develop new Performance Indicators. Part two (2) of the assessment sheets provides an area where suggested changes can be proposed.

## **6. Amending the OWSS Program Performance Evaluation Survey**

6.1 As the Contractor and the Crown work together to conduct these Program Performance Evaluations, it may become necessary from time to time to adjust, add or delete some of the KPIs and/or rating scales to maintain the added value of the whole process and more accurately manage expectations. In these instances, and as mutually agreed, the TA may make changes to the Program Performance Evaluations Survey by modifying, adding and/or deleting certain KPIs and their related rating scale(s).

## Appendix 1 - OWSS Program Performance Evaluation

### 1. General

1.1 Purpose. This appendix describes the process, evaluation standards, thresholds and ratings as well as the list of KPIs that make up the OWSS Program Performance Evaluation Survey.

### 2. Process

2.1 Quarterly Program Performance Evaluations. Data will be collected from the OWSS Program Performance Evaluation Survey at attachment 1, which will be completed by both Canada and the Contractor on a quarterly basis.

2.1.1 Canada's action. Canada will provide its consolidated survey response to the Contractor no later than 10 working days prior to each quarterly PRM. Canada will provide an explanation for any Survey activities scored as "No".

2.1.2 Contractor's action. The purpose in having the Contractor fill out the Survey is to readily identify any performance gaps by directly comparing Canada's performance evaluation perspective with the Contractor's. The Contractor will accept Canada's quarterly survey results and identify any differences in performance expectations. The objective is for both parties to arrive at the same quarterly assessment of the Contractor's Program Performance.

2.1.3 Reporting. The Contractor will formally complete the Program Performance Evaluation Survey at Attachment 1 and will present it to the Crown no later than 5 working days prior to each quarterly PRM. . The results of the quarterly survey will be reviewed during the PRM.

2.1.3.1 For spare parts, delivery when planned is CF 1280 sign-off by QAR.

2.1.3.2 For R&O items, return of components in a timely fashion is as defined in Para 4.2.3.0-15 of Annex CA.

2.1.3.3 Turn-around-Time for R&O will be 45 working days (to be confirmed initially from the Contractor with the winning proposal).

2.2 Annual Performance Evaluation Review. The Contractor's overall performance will be rated at the Annual Performance Review Meeting in accordance with Para 4.1.2.0-8 of Annex CA using the Performance Standard detailed in section 3 below.

### 3 Evaluation Standards and Ratings.

3.1 Quarterly. The overall Quarterly Program Performance Evaluation Survey will generate a score that is made up from the aggregate of the individual Performance Indicators in Attachment 1. The Overall Quarterly Program Performance Evaluation Rating  $Q_{PR}$  is defined by the following equation:

$$Q_{PR} (\%) = \frac{\text{Quarterly Achieved Score}}{\text{Quarterly Maximum Score}} \times 100 = \frac{\sum_{n=1}^{24} S_{An}}{\sum_{n=1}^{24} S_{Y1n}} \times 100$$

Where  $Q_{PR}$  = quarterly performance rating  
 $S_{An}$  = achieved score for activity n  
 $S_{Y1n}$  = score for meeting standard for activity n

Note: If activity 'n' was not required, then  $S_{An} = S_{Y1n} = 0$ .

3.2 Annual. The overall Annual Program Performance Evaluation Rating is made up from the average of the Quarterly Program Performance Evaluation Ratings

3.3 The following standards form the basis against which the Contractor's Annual Performance Assessment will be evaluated:

3.3.1 Below Performance Standard. Performance not meeting the terms of the service delivery levels agreed upon in the contract.

3.3.2 Meets Performance Standard (Y1). Performance in accordance with the terms of the service delivery levels agreed upon in the contract

3.3.3 Exceeds Performance Standard (Y2). Performance surpassing the terms of the service delivery levels agreed upon in the contract.

3.4 The following thresholds will be used to rate the Contractor's Annual Performance:

3.4.1 The Contractor's Annual Program Performance Evaluation rating will be considered as "Below Standard" if the Contractor's annual average of its Quarterly Performance Rating (%) is < 90%;

- 3.4.2 The Contractor's Annual Program Performance Evaluation rating will be considered as "Meet Standard" if the Contractor's annual average of its Quarterly Performance Rating (%) is  $\geq 90\%$  but  $\leq 110\%$ ; and
- 3.4.3 The Contractor's Annual Program Performance Evaluation rating will be considered as "Exceed Standard" if the Contractor's annual average of its Quarterly Performance Rating (%) is greater than 110%.

### Attachment 1 - Quarterly Program Performance Evaluation Survey

The purpose of this Survey is to assess the Contractor's Performance in overall Program Implementation and Execution activities.

Part 1 – Quarterly Program Performance Evaluation Survey						
KPIs	Yes	No	No Activity	Rating Scale	Achieved Score	Remarks
<b>Program Management</b>						
1. Is the Contractor managing the work IAW the PMP and its subordinate plans?				Yes (Y1) = 4 pts No = 0 pt		
2. Is a Process Improvement Program established and maintained?				Yes (Y1) = 3 pts No = 0 pt		
3. Are CDRL items prepared IAW DIDs prescribed in Annex CC?				Yes (Y1) = 4 pts No = 0 pt		
4. Did the Contractor revise CDRL items to address DND comments and resubmit within 15 working days?				Yes: (Y1) 10 wds < t ≤ 15 wds = 3 pts (Y2) t ≤ 10 wds = 4 pts  No: t > 15 wds = 0 pt		
5. Are the action items from the Action Items Tracking Issues Register closed as planned?				Yes: (Y1) on schedule = 2 pts (Y2) ahead of schedule = 3 pts  No = 0 pt		
6. Is the Contractor managing meeting IAW SOW para 4.1.1.0-12, 13, 14, 15 and 16?				Yes (Y1) = 2 pts No = 0 pt		
7. Are Significant Incident Reports being submitted promptly?				Yes (Y1) = 4 pts No = 0 pt		
8. Are authorized tasks completed in their allotted time?				Yes: (Y1) on schedule = 3 pts (Y2) ahead of schedule = 4 pts  No = 0 pts		
9. Do tasks proposals include all the information required?				Yes (Y1) = 4 pts No = 0 pt		
10. Was the Contractor response time to Problem reports IAW the priority level assigned to the problem?				Yes (P1): (Y1) 12 hrs < t ≤ 24 hrs = 4 pts (Y2) t ≤ 12 hrs = 5 pts  No: t > 24 hrs = 0 pt		
				Yes (P2):		

**Part 1 – Quarterly Program Performance Evaluation Survey**

KPIs	Yes	No	No Activity	Rating Scale	Achieved Score	Remarks
				(Y1) 24 hrs > t ≤ 48 hrs = 4 pts (Y2) t ≤ 24 hrs = 5 pts  No: t > 48 hrs = 0 pt		
				Yes (P3): (Y1) 5 wds < t ≤ 10 wds = 4 pts (Y2) t ≤ 5 wds = 5 pts  No : t > 10 wds = 0 pt		
				Yes (P4): (Y1) 15 wds < t ≤ 20 wds = 4 pts (Y2) t ≤ 15 wds = 5 pts  No : t > 20 wds = 0 pt		
<b>11.</b> Does the Contractor maintain a status register for authorised tasks for access by the Crown via EIE?				Yes (Y1) = 2 pts No = 0 pt		
<b>12.</b> Are ECP submitted complete with impact analysis sufficiently detailed for the Crown to make a decision?				Yes (Y1) = 4 pts No = 0 pt		
<b>13.</b> Does the Contractor maintain an effective OM system?				Yes (Y1) = 2 pts No = 0 pt		
<b>Supply Support Management</b>						
<b>14.</b> Does the Contractor manage and report on R&O services IAW 4.2.3 of the SOW?				Yes (Y1) = 4 pts  No = 0 pt		
<b>15.</b> Did the Contractor submit Spare Parts proposals within 15 working days of order request?				Yes: (Y1) 10 wds < t ≤ 15 wds = 3 pts (Y2) t ≤ 10 wds = 4 pts  No: t > 15 wds = 0 pt		
<b>16.</b> Did the Contractor deliver spare parts IAW the spare parts orders?				Yes: (Y1) on schedule = 3 pts (Y2) ahead of schedule = 4 pts  No = 0 pt		
<b>17.</b> Were R&O candidates returned within their agreed TAT?				Yes: (Y1) 45 wds < t ≤ 65 wds = 3 pts (Y2) t ≤ 45 wds = 4 pts  No:		

<b>Part 1 – Quarterly Program Performance Evaluation Survey</b>						
<b>KPIs</b>	<b>Yes</b>	<b>No</b>	<b>No Activity</b>	<b>Rating Scale</b>	<b>Achieved Score</b>	<b>Remarks</b>
				t > 65 wds = 0 pt		
<b>Technical Support Management</b>						
<b>18.</b> Were Disposal services provided iaw A-LM-007-014/AG-001 and A-LM-184-001/JS-001?				Yes (Y1) = 3 pts No = 0 pt		
<b>19.</b> Were the candidates for reconstitution TAT returned within the agreed TAT?				Yes: (Y1) 45 wds < t ≤ 65 wds = 4 pts (Y2) t ≤ 45 wds = 5 pts No: t > 65 wds = 0 pt		
<b>20.</b> Were FSR resources made available as and when required to meet the priority assigned to the TA requirements?				Yes: (Y1) 10 wds < t ≤ 20 wds = 4 pts (Y2) t ≤ 10 wds = 5 pts No : t > 20 wds = 0 pt		
<b>21.</b> Was the Contractor responsive in providing services under up-tempo conditions?				Yes: (Y1) on schedule = 4 pts (Y2) ahead of schedule = 5 pts No = 0 pt		
<b>Engineering Support Management</b>						
<b>22.</b> Are Eng Support services responsive to TA requirements?				Yes (Y1) = 3 pts No = 0 pt		
<b>23.</b> Are updated and accurate technical publications and data available via EIE?				Yes (Y1) = 3 pts No = 0 pt		
<b>24.</b> How quickly did the Contractor respond to TA technical queries?				Yes (P2): (Y1) 24 hrs < t ≤ 48 hrs = 3 pts (Y2) t ≤ 24 hrs = 4 pts No: t > 48 hrs = 0 pt		
<b>Quarterly Survey Score</b>						
<b>Overall Monthly Performance Rating (%)</b>				<b>Q<sub>PR</sub> (%)</b>		

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<b>Part 2 - Improvements</b>			
	<b>Program Area</b>	<b>Issue and Proposed Improvement</b>	<b>Impact Analysis</b>
<b>1</b>	<b>Program Management</b>		
<b>2</b>	<b>Supply Support Management</b>		
<b>3</b>	<b>Technical Support Management</b>		
<b>4</b>	<b>Engineering Support Management</b>		

**POINTS:** Points are awarded based on answers in the YES column only. Partial scores are not encouraged.

#### **YES**

- Program performance is consistent
- Contractor is responsive to Canada's priorities, issues and requirements
- Areas requiring improvement are minor or are more than offset by effective performance in other areas.
- There are no recurring problems
- Contractor initiates effective corrective action in a timely fashion whenever needed.

#### **NO**

- Program performance is inconsistent
- Contractor is non-responsive to Canada's priorities, issues and requirements
- Quality in many areas requires attention
- Corrective action is not taken in a timely fashion when required or is ineffective

#### **NO ACTIVITY**

- If an activity was not required during the month, Activity score not counted.
- If a required activity did not occur and no performance exception was authorized score as NO.

RFP - N° de la DP  
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W8476-112965

File No. - N° du dossier  
004RA W8476-112965

Volume 3, Annex CC

## ANNEX CC TO VOLUME 3

### CONTRACT DATA REQUIREMENTS LIST (CDRL) DATA ITEMS DESCRIPTION (DID)

FOR THE

OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)

OF THE

INTEGRATED SOLDIER SYSTEM (ISS)

18 JANUARY 2013



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1	<b>1 SCOPE</b>		
1.0-1	This Annex specifies the Deliverable Data required under the OWSS Statement of Work (SOW) and the delivery of the data items.		
1.0-2	The Contract Data Requirements List (CDRL) specifies the Deliverable Data required. The Data Item Descriptions (DIDs) define data content, preparation instructions, format and intended use of the data.		
1.0-3	CDRLs are included at Appendix 1 and DIDs are included at Appendix 2 to this Annex.		
1.0-4	This Annex provides information on the CDRL layout in section 2 and DID layout in section 3.		
2	<b>2 CONTRACT DATA REQUIREMENTS LIST (CDRL)</b>		
2.1	<b>2.1 Precedence of CDRL</b>		
2.1.0-1	The requirements stated in Blocks 8 through 15 of the CDRL take precedence over any such requirements that may have been identified in the DIDs. Completion guidance for the fields in the CDRL form is shown below.		
2.2	<b>2.2 CDRL Layout</b>		
2.2.0-1	The following describes the layout and interpretation of the CDRL blocks.		
2.2.0-2	<b>Block</b>	<b>Title</b>	<b>Completion Guidance</b>
	A	Annex Description	Enter the annex (and appendix, if applicable) designation with respect to the RFP/Contract
	B	Contract/ RFP Number	Enter the RFP number or other appropriate designator. Upon contract award, amend to read the contract number
	C	SOW Identifier	Enter the SOW identifier if the RFP has several SOWs, otherwise leave blank
	D	Data Category	Enter the category of the data for which the CDRL is being prepared.
	E	Contractor	On contract award, enter the contractor's name and the contractor's NATO Supply Code for Manufacturing
	1	Item Number	Enter a sequential AA-Xyy formatted number to uniquely identify the individual CDRL. (See Para 2.2.1)

	2	Title	Enter the title of the DID being referred to in this CDRL
	3	Subtitle	If the title requires further identification, enter a subtitle
	4	Data Item Number	Enter the DID number and title to which this CDRL refers
	5	Reference	Enter the applicable document down to the specific paragraph number which will assist in identifying the work effort associated with this item
	6	Technical Office	Enter the Technical Authority responsible for defining the requirement and ensuring the adequacy of the delivery data or item
	7	Inspection	<p>Indicate the requirement for Inspection and Acceptance of the data or item using the following code:</p> <ul style="list-style-type: none"> <li>· SS - Source, Source</li> <li>· DD - Destination, Destination</li> <li>· SD - Source, Destination</li> <li>· DS - Destination, Source</li> </ul> <p>The code refers to the location(s) where the Inspection and Acceptance are performed.</p> <p>Enter the appropriate code if applicable. If not, enter N/A.</p>
	8	Approval Code	Enter the Approval code required. (See Para 2.2.2)
	9	Review Period	Indicate timeframe in which DND reviews will take place (i.e. 5 Days, 2 weeks)
	10	Frequency	Indicate the frequency of delivery of the data. (See Para 2.2.3)
	11	As of Date	If the data or item is submitted only once insert the date that it is due. If constrained by a specific event or milestone, enter the constraint. If not applicable, leave blank
	12	Date of Submission	If multiple submissions are required, enter the date of the initial submission. If constrained by a specific event or milestone, enter the constraint. Leave blank for data or items submitted/delivered only once
	13	Date of Subsequent Submission	If the data or items are submitted more than once, enter the date(s) of the subsequent submission(s). If constrained by a specific event or milestone, enter the constraint (e.g. 15 days after the meeting)
	14	Remarks	Provide additional or clarifying information.

	15	Distribution, Addressees, and Media	For data deliverables, enter the addressees in the Addressee Column. Mark an X in the Draft and Final Columns for each copy required by an addressee. Enter the number of copies and media type in the Media Column, Leave blank for equipment deliverable and insert the distribution in the Block 14 Remarks. (See Para 2.2.4)
	16	Prepared By	The Technical Authority who created this CDRL.
	17	Preparation Date	The date on which the CDRL was prepared.
	18	Approved By	The Canada Approval Authority who authorized the CDRL.
	19	Approval Date	The date on which the CDRL was approved.
2.2.1	<b>2.2.1 Block 1</b>		
2.2.1.0-1	Item Number denotes the sequential number assigned to the CDRL item. Some CDRL numbers may be "Reserved", "Deleted" or "Not allocated". The following identification numbering convention used, is:		
2.2.1.0-1.0-1	AA-Xyy		
2.2.1.0-1.0-2	Where:		
2.2.1.0-1.0-2.0-1	AA would be the general area of interest:		
2.2.1.0-1.0-2.0-1.0-1	PM - Project Management		
2.2.1.0-1.0-2.0-1.0-2	SE - System Engineering		
2.2.1.0-1.0-2.0-1.0-3	CM - Configuration Management		
2.2.1.0-1.0-2.0-1.0-4	LS - Logistic Support		
2.2.1.0-1.0-2.0-1.0-5	DM - Data Management		
2.2.1.0-1.0-2.0-1.0-6	QA - Quality Assurance		
2.2.1.0-1.0-2.0-2	X would be the Contract reference:		
2.2.1.0-1.0-2.0-2.0-1	0 - Acquisition - Definition		
2.2.1.0-1.0-2.0-2.0-2	1 - Optimized Weapons System Support (OWSS)		
2.2.1.0-1.0-2.0-3	The yy is a two digit sequential number following the X prefix.		
2.2.2	<b>2.2.2 Block 8</b>		

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2.2.2.0-1	Approval Code denotes whether the data is to be submitted for approval, review or information. The following codes are used:
2.2.2.0-1.0-1	A Approval
2.2.2.0-1.0-1.0-1	The data listed as being deliverable must be submitted for Contract Authority approval. The Contractor must obtain this approval before using the data.
2.2.2.0-1.0-1.0-2	The Contractor must amend previously approved deliverable data within 10 working days from an agreement to amend the deliverable, and must obtain further Contract Authority approval before use.
2.2.2.0-1.0-2	R Review
2.2.2.0-1.0-2.0-1	The deliverable will be reviewed by Canada for acceptability of format, clarity and completeness. Once accepted, the data must be considered for information only.
2.2.2.0-1.0-3	I Information
2.2.2.0-1.0-4	The data is for information purposes only.
2.2.3	<b>2.2.3 Block 10</b>
2.2.3.0-1	Frequency denotes the frequency of delivery of the data (to be read in conjunction with Block 13). Frequencies may be expressed using the following codes:
2.2.3.0-1.0-1	ANNLY Annually
2.2.3.0-1.0-2	ASREQ As required
2.2.3.0-1.0-3	MNTHY Monthly
2.2.3.0-1.0-4	ONE/R One time plus revisions
2.2.4	<b>2.2.4 Block 15</b>
2.2.4.0-1	Distribution Addressees, Media and Quantity.
2.2.4.0-2	The following illustrate the designations that may be used for distribution addressees:
2.2.4.0-2.0-1	CA Contracting Authority
2.2.4.0-2.0-2	TA Technical Authority
2.2.4.0-2.0-3	OPI Office of Primary Interest

2.2.4.0-3	For Media and the number of copies in which the data item is to be delivered, the following codes may be used:		
2.2.4.0-3.0-1	x HC	Hard Copy	
2.2.4.0-3.0-2	x SC	Soft Copy	
2.2.4.0-3.0-3	EIE	Data must be accessible through Electronic Information Environment (EIE) for all SC requirements with delivery notification to all addresses.	
2.2.4.0-3.0-4	The "x" represents the number of copies to be delivered.		
3	<b>3 DATA ITEM DESCRIPTION (DID)</b>		
3.1	<b>3.1 DID Layout</b>		
3.1.0-1	The Data Item Description is an information sheet that is used to define data deliverables that are called up in a SOW or specification (attached to the RFP) and that will ultimately be included in the resultant contract. Completion guidance for the fields in the form is shown below.		
3.1.0-2	<b>Block</b>	<b>Title</b>	<b>Completion Guidance</b>
	1	Title	A short descriptive name that identifies its nature and distinguishes it from any other DID
	2	Identification Number	A number assigned by the originator that uniquely identifies the DID for the originator's use. For DID numbering convention see Para 3.2
	3	Description/ Purpose	A concise description (abstract) of the data content requirements or the item for product deliverables that identifies the purpose for which the DID is required
	4	Approval Date	Date that the DID was approved by the originator
	5	Office of Primary Interest	The directorate or position responsible for the DID
	6	GIDEP Applicable	Insert an "X" if GIDEP applicable, otherwise leave blank
	7	Application/ Interrelationship	Refers to applicable standards called up in the DID.
	8	Originator	Position title of the originator of the DID
	9	Applicable Forms	Identify any forms needed to prepare the data (i.e. Provisional Parts

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		Breakdown, Material Safety Data Sheet)
	10	Preparation Instructions Describe the data content and format that the contractor must satisfy. If used for a product deliverable, describe the product
3.2	<b>3.2 Block 2</b>	
3.2.0-1	Identification Number	
3.2.0-2	Denotes the sequential alphanumeric number assigned to the DID. Some DI Numbers may be "reserved", "deleted" or not "allocated". The following identification numbering convention used is:	
3.2.0-2.0-1	AA-Xyy	
3.2.0-2.0-2	Where:	
3.2.0-2.0-2.0-1	AA would be the general area of interest:	
3.2.0-2.0-2.0-1.0-1	PM - Project Management	
3.2.0-2.0-2.0-1.0-2	SE - System Engineering	
3.2.0-2.0-2.0-1.0-3	CM - Configuration Management	
3.2.0-2.0-2.0-1.0-4	LS - Logistic Support	
3.2.0-2.0-2.0-1.0-5	DM - Data Management	
3.2.0-2.0-2.0-1.0-6	QA - Quality Assurance	
3.2.0-2.0-2.0-2	X would be the Contract reference:	
3.2.0-2.0-2.0-2.0-1	0 - Acquisition - Definition	
3.2.0-2.0-2.0-2.0-2	1 - Optimized Weapons System Support (OWSS)	
3.2.0-2.0-2.0-3	The yy is a two digit sequential number following the X prefix.	

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APPENDIX 1 TO  
ANNEX CC TO VOLUME 3

CONTRACT DATA REQUIREMENTS LIST (CDRL)  
FOR THE  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)  
OF THE  
INTEGRATED SOLDIER SYSTEM (ISS)

18 JANUARY 2013



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## 1 CDRL PM-101 Program Management Plan (PMP)

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-101	<b>2. Title</b> Program Management Plan (PMP)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-101 Program Management Plan (PMP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-3)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ONE/R																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The draft PMP must be delivered to the TA 10 WD after the OWSS kick-off meeting.  Block 13. The Contractor must deliver the final version of the PMP no later than 2 months after Contract start date.  Further updates (to reflect changes to the project) must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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<b>16. Prepared By</b> PMO ISSP PCCO	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

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## 2 CDRL PM-102 Quality Assurance Plan (QAP)

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM		<b>E. Contractor</b>																							
<b>1. Item Number</b> PM-102	<b>2. Title</b> Quality Assurance Plan (QAP)		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID PM-102 Quality Assurance Plan (QAP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-8)		<b>6. Technical Office</b> PMO ISSP PCCO																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ONE/R																							
<b>11. As of Date</b>		<b>12. Date of First Submission</b> See block 14	<b>13. Date of Subsequent Submission</b> See block 14																							
<b>14. Remarks</b> <p>Block 12. Draft QAP must be delivered to the TA 10 WD after the OWSS kick-off meeting.</p> <p>Block 13. The Contractor must deliver the final version of the QAP no later than 2 months after Contract start date.</p> <p>Further updates (to reflect changes to the project) must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.</p>		<b>15. Distribution</b>																								
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		DND/TA	x		1 SC																					
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Contracting Authority		x	1 SC 1 HC																							
<b>16. Prepared By</b> PMO ISSP PCCO		<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP																							
		<b>19. Approval Date</b> June 2011																								

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### 3 CDRL PM-103 Significant Incident Report

#### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM		<b>E. Contractor</b>																							
<b>1. Item Number</b> PM-103	<b>2. Title</b> Significant Incident Report		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID PM-103 Significant Incident Report	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-10)		<b>6. Technical Office</b> PMO ISSP PCCO																							
<b>7. Inspection</b>	<b>8. Approval Code</b> I	<b>9. Review Period</b> 1 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b>	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b>		<b>15. Distribution</b>																								
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Contracting Authority																										
Contracting Authority		x	1 SC 1 HC																							
<b>16. Prepared By</b> PMO ISSP PCCO		<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP																							
		<b>19. Approval Date</b> June 2011																								

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#### 4 CDRL PM-104 Monthly Services Status Report

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-104	<b>2. Title</b> Monthly Services Status Report	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-104 Monthly Services Status Report	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-11) Ann. CA To Vol. 3 (para. 4.2.3.0-17.0-1)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 5 WDs	<b>10. Frequency</b> MNTHY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The first Monthly Services Status Report must be submitted at the OWSS kick-off meeting and must cover all progress since contract award.  Block 13. The Monthly Services Status Report must be delivered no later than 5 WD after the end of each calendar month following the OWSS kick off meeting.  All Monthly Services Status Reports must cover the period from the last report up to the end of the month being reported.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA				DND/TA		x	1 SC 1 HC	Contracting Authority				Contracting Authority		x	1 SC 1 HC
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## 5 CDRL PM-105 Meeting Agendas

CONTRACT DATA REQUIREMENTS LIST																											
<b>A. Annex Description</b> Annex CC OWSS CDRLs			<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS		<b>D. Data Category</b> PM		<b>E. Contractor</b>																							
<b>1. Item Number</b> PM-105		<b>2. Title</b> Meeting Agendas		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID PM-105 Meeting Agenda	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-12.0-7) Ann. CA To Vol. 3 (para. 4.4.1.0-11)			<b>6. Technical Office</b> PMO ISSP PCCO																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> 2 WD	<b>10. Frequency</b> ASREQ																								
<b>11. As of Date</b>		<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The Meeting Agenda must be submitted for review no later than 5 WD prior to each meeting.  Block 13. Revised Meeting Agenda must be submitted for concurrence no later than 1 WD after receipt of Canada's comments.			<table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA				DND/TA		x	1 SC	Contracting Authority				Contracting Authority		x	1 SC 1 HC
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File No. - N° du dossier  
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## 6 CDRL PM-106 Meeting Minutes

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM		<b>E. Contractor</b>																							
<b>1. Item Number</b> PM-106	<b>2. Title</b> Meeting Minutes		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID PM-106 Meeting Minutes	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-12.0-8) Ann. CA To Vol. 3 (para. 4.4.1.0-12)		<b>6. Technical Office</b> PMO ISSP PCCO																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> See Block 14	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14		<b>13. Date of Subsequent Submission</b>																							
<b>14. Remarks</b> Block 9 and 12. Minutes of the meetings must be completed and signed-off by the Contractor and the TA by the end of the meeting.		<table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA				DND/TA		x	1 SC 1 HC	Contracting Authority				Contracting Authority		x	1 SC 1 HC
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## 7 CDRL PM-107 Issue-Action Item Log

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-107	<b>2. Title</b> Issue-Action Item Log	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-107 Issue-Action Item Log (IAIL)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.1.0-12.0-9) Ann. CA To Vol. 3 (para. 4.4.1.0-13)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> See Block 14	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 9 and 12. An initial Issue-Action Item Log, with issues and actions identified to-date, must be delivered to the TA, 5 WD after the OWSS kick-off meeting. TA comments on the initial Issue-Action Log will be provided within 5 WD.  Block 13. The Contractor must update the Issue-Action Item Log based on the Issues-Actions resulting from meetings, reviews, working groups, technical interchange meetings, and correspondence between Canada and the Contractor. Updates to the Issue-Action Item Log will be done as mutually agreed between Canada and the Contractor.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC
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## 8 CDRL PM-108 Intellectual Property (IP) Lists

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-108	<b>2. Title</b> Intellectual Property (IP) Lists	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-108 Intellectual Property (IP) Lists	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.6.0-1)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ANNLY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The initial Intellectual Property Report must be delivered to the TA 10 WD after the OWSS kick-off meeting. TA comments on the initial submission will be provided within 10 WD.  Block 13. The Contractor must deliver the final version of the Intellectual Property Report no later than 2 months after Contract start date.  The annual updated Intellectual Property Report must be delivered no later than 10 WD after the end of each year following the OWSS kick-off meeting.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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File No. - N° du dossier  
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## 9 CDRL PM-109 Environmental, Health and Safety Assessment (EHSA)

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-109	<b>2. Title</b> Environmental, Health and Safety Assessment (EHSA)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-109 Environmental, Health and Safety Assessment (EHSA)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.11.9.0-1)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b> Block 12. The draft EHSA must be submitted for review when and if there are any changes from the System Qualification Phase EHSA.  Updates must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.		<b>15. Distribution</b>																								
		<table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 10 CDRL PM-110 Government Properties Report

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-110	<b>2. Title</b> Government Properties Report	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-110 Government Property Report	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.12.0-2)	<b>6. Technical Office</b> PMO ISSP PCCO																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ANNLY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14.	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The initial Government Property Report must be delivered to the TA 10 WD after the OWSS kick-off meeting. TA comments on the initial submission will be provided within 10 WD.  Block 13. The Contractor must deliver the final version of the Government Property Report no later than 2 months after Contract start date.  The annual updated Government Property Report must be delivered no later than 10 WD after the end of each year following the OWSS kick-off meeting.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 11 CDRL PM-111 Annual R&O Performance Report

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM	<b>E. Contractor</b>																								
<b>1. Item Number</b> PM-111	<b>2. Title</b> Annual R&O Performance Report	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID PM-111 Annual R&O Performance Report	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.2.3.0-17.0-2)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ANPLY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> <p>Block 12. The initial submission must be delivered to the TA no later than two months after Contract start date.</p> <p>TA comments on the initial submission will be provided within 15 WD. The Contractor must address TA comments in the subsequent annual reports.</p> <p>Block 13. The annual updated R&amp;O Performance Report must be delivered no later that 10 WD after the end of each year following the OWSS kick-off meeting.</p>		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 12 CDRL PM-112 In-Service LSA Proposal

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> PM		<b>E. Contractor</b>																							
<b>1. Item Number</b> PM-112	<b>2. Title</b> In-Service LSA Proposal		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID PM-112 In-Service LSA Proposal	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.4.0-4)		<b>6. Technical Office</b> PMO ISSP ILSM																							
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> See Block 14																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> In accordance with the authorised task		<b>13. Date of Subsequent Submission</b> 10 WD after receiving TA comments.																							
<b>14. Remarks</b> Block 10. This is a task based activity.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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<b>16. Prepared By</b> PMO ISSP ILSM	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

### 13 CDRL SE-101 System Engineering Management Plan (SEMP)

#### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> SE		<b>E. Contractor</b>																							
<b>1. Item Number</b> SE-101	<b>2. Title</b> System Engineering Management Plan (SEMP)		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID SE-101 System Engineering Management Plan (SEMP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.1.0-2)		<b>6. Technical Office</b> PMO ISSP Chief Engineer																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ONE/R																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The revised SEMP must be delivered to DND 10 WD after the OWSS kick-off meeting.  Block 13. The Contractor must deliver the final version of the SEMP no later than 2 months after Contract start date.  Further updates (to reflect changes to the project) must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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<b>16. Prepared By</b> PMO ISSP Chief Engineer	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

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## 14 CDRL LS-101 Supplementary Provisioning Technical Data (SPTD)

<b>CONTRACT DATA REQUIREMENTS LIST</b>																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-101	<b>2. Title</b> Supplementary Provisioning Technical Data (SPTD)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-101 Supplementary Provisioning Technical Data (SPTD)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.2.0-1)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> See Block 14																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b> Block 10. CDRL to be submitted only if items provided do not have an established NATO Stock Number.  Block 12. The submission must be within 15 WD of identification of the requirement by either the TA or the Contractor.		<b>15. Distribution</b> <table border="1" style="width: 100%;"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td style="text-align: center;">x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td style="text-align: center;">x</td> <td>1 SC 1HC</td> </tr> <tr> <td>Contracting Authority</td> <td style="text-align: center;">x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td style="text-align: center;">x</td> <td>1 SC 1HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1HC
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<b>16. Prepared By</b> PMO ISSP ILSM	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

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## 15 CDRL LS-102 Obsolescence Management Candidates List (OMCL)

<b>CONTRACT DATA REQUIREMENTS LIST</b>																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-102	<b>2. Title</b> Obsolescence Management Candidates List (OMCL)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-102 Obsolescence Management Candidates List (OMCL)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.10.0-2)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> I	<b>9. Review Period</b> 5 WD	<b>10. Frequency</b> MNTY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b> Block 12. The Contractor must deliver the OMCL as part of the Monthly Service Status Report.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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Contracting Authority	x		1 SC																							
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<b>16. Prepared By</b> PMO ISSP ILSM	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

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## 16 CDRL LS-103 Obsolescence Management Issues Report (OMIR)

CONTRACT DATA REQUIREMENTS LIST																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-103	<b>2. Title</b> Obsolescence Management Issues Report (OMIR)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-103 Obsolescence Management Issues Report (OMIR)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.10.0-3)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> See Block 14																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b> Block 10. This must be completed for all items listed in the OMCL.  Block 12. The Contractor must submit the OMIR within 20 WD of the delivery of the OMCL identifying the obsolescence candidate.		<b>15. Distribution</b>																								
		<table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 17 CDRL LS-104 ISS Spares Catalogue

<b>CONTRACT DATA REQUIREMENTS LIST</b>																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-104	<b>2. Title</b> ISS Spares Catalogue	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-104 ISS Spares Catalogue	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.2.2.0-1)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> I	<b>9. Review Period</b> 20 WD	<b>10. Frequency</b> ANNLY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The Contractor must deliver its initial Spares Catalogue no later than 20 WD after TA approval of the RSPL, RSERL and CBIL, which are provided during the Acquisition Contract.  Block 13. The annual updated Spares Catalogue must be delivered no later than 10 WD after the end of each year following the OWSS kick-off meeting.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 18 CDRL LS-105 Repair & Overhaul Candidates List

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-105	<b>2. Title</b> Repair & Overhaul Candidates List	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-105 Repair and Overhaul Candidates List	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.2.3.0-2) Ann. CA To Vol. 3 (para. 4.2.3.0-18) Ann. CA To Vol. 3 (para. 4.2.3.0-1)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The Contractor must deliver an initial R&O Candidates List no later than 20 WD after TA approval of the Maintenance Plan during the execution of the Production Phase of the Acquisition Contract.  TA comments on the initial submission will be provided within 15 WD or receipt.  Block 13. Resubmission, if required by TA comments, must be delivered 10 WD after receipt of TA comments.  Follow-on updates will be on an "as and when required" basis and/or in support to authorised tasks or contract changes.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 19 CDRL LS-106 Support System Alternatives Study

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																						
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS		<b>E. Contractor</b>																					
<b>1. Item Number</b> LS-106	<b>2. Title</b> Support System Alternatives Study		<b>3. Subtitle</b>																					
<b>4. Data Item Number</b> DID LS-106 Support System Alternatives Study	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.4.0-2)		<b>6. Technical Office</b> PMO ISSP ILSM																					
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> See Block 14																					
<b>11. As of Date</b>	<b>12. Date of First Submission</b> In accordance with the authorised task		<b>13. Date of Subsequent Submission</b> 10 WD after receipt of TA Comments.																					
<b>14. Remarks</b> Block 10. This is a task based activity.		<b>15. Distribution</b>																						
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<b>16. Prepared By</b> PMO ISSP ILSM	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																					

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## 20 CDRL LS-107 Reliability/Trend Analysis Report

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS		<b>E. Contractor</b>																							
<b>1. Item Number</b> LS-107	<b>2. Title</b> Reliability/Trend Analysis Report		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID LS-107 Reliability/Trend Analysis Reports	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.4.0-3)		<b>6. Technical Office</b> PMO ISSP ILSM																							
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> In accordance with the authorised task		<b>13. Date of Subsequent Submission</b> 10 WD after receipt of TA Comments.																							
<b>14. Remarks</b> Block 10. This is a task based activity.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 21 CDRL LS-108 Failure Modes Effects and Criticality Analysis (FMECA)

CONTRACT DATA REQUIREMENTS LIST																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-108	<b>2. Title</b> Failure Modes Effects and Criticality Analysis (FMECA)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-108 Failure Modes, Effects and Criticality Analysis (FMECA)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.4.0-5)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
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## 22 CDRL LS-109 Technical Publications

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> LS	<b>E. Contractor</b>																								
<b>1. Item Number</b> LS-109	<b>2. Title</b> Technical Publications	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID LS-109 Technical Publications	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.4.5.0-5) Ann. CA To Vol. 3 (para. 4.4.5.0-6)	<b>6. Technical Office</b> PMO ISSP ILSM																								
<b>7. Inspection</b>	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> See Block 14																							
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### 23 CDRL CM-101 Configuration Management Plan (CMP)

#### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-101	<b>2. Title</b> Configuration Management Plan (CMP)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-101 Configuration Management Plan (CMP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.1.0-1)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ONE/R																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The revised CMP must be delivered to the TA 10 WD after the OWSS kick-off meeting.  Block 13. The Contractor must deliver the final version of the CMP no later than 2 month after Contract start date.  Further updates (to reflect changes to the project) must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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## 24 CDRL CM-102 Engineering Change Proposals (ECP)

<b>CONTRACT DATA REQUIREMENTS LIST</b>																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-102	<b>2. Title</b> Engineering Change Proposals (ECP)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-102 Engineering Change Proposal (ECP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.3.0-1)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> 20 WD	<b>10. Frequency</b> ASREQ																							
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## 25 CDRL CM-103 Request for Deviation/Request for Waiver (RFD/RFW)

CONTRACT DATA REQUIREMENTS LIST																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-103	<b>2. Title</b> Request for Deviation/Request for Waiver (RFD/RFW)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-103 Request for Deviation (RFD)/Request for Waiver (RFW)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.3.0-3)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> A	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
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## 26 CDRL CM-104 Specification Change Notice (SCN)

CONTRACT DATA REQUIREMENTS LIST																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-104	<b>2. Title</b> Specification Change Notice (SCN)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-104 Specification Change Notice (SCN)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.3.0-4)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
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## 27 CDRL CM-105 Notice of Revision (NOR)

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM		<b>E. Contractor</b>																							
<b>1. Item Number</b> CM-105	<b>2. Title</b> Notice of Revision (NOR)		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID CM-105 Notice of Revision (NOR)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.3.0-5)		<b>6. Technical Office</b> PMO ISSP CM																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>		<b>12. Date of First Submission</b> 10 WD after ECP approval by TA	<b>13. Date of Subsequent Submission</b>																							
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## 28 CDRL CM-106 Configuration Status Accounting (CSA) Report

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-106	<b>2. Title</b> Configuration Status Accounting (CSA) Report	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-106 Configuration Status Accounting (CSA) Report	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.4.0-1)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> MNTHY																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b>																								
<b>14. Remarks</b> Block 12. The Contractor must deliver the CSA Report as part of the Monthly Service Status Report.		<table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td></td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA			1 SC	DND/TA		x	1 SC	Contracting Authority			1 SC	Contracting Authority		x	1 SC 1 HC
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## 29 CDRL CM-107 Software Version Description Documentation (SVDD)

### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> WXXXX-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-107	<b>2. Title</b> Software Version Description Documentation (SVDD)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-107 Software Version Description Document (SVDD)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.4.0-2)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ASREQ																							
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### 30 CDRL CM-108 Configuration Audit Plan (CAP)

#### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM		<b>E. Contractor</b>																							
<b>1. Item Number</b> CM-108	<b>2. Title</b> Configuration Audit Plan (CAP)		<b>3. Subtitle</b>																							
<b>4. Data Item Number</b> DID CM-108 Configuration Audit Plan (CAP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.5.0-2)		<b>6. Technical Office</b> PMO ISSP CM																							
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 10 WD	<b>10. Frequency</b> ASREQ																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> 15 WD before conduct of the applicable audit		<b>13. Date of Subsequent Submission</b> 5 WD after receipt of TA comments																							
<b>14. Remarks</b>		<b>15. Distribution</b>																								
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<b>16. Prepared By</b> PMO ISSP CM		<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP																							
		<b>19. Approval Date</b> June 2011																								

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### 31 CDRL CM-109 Configuration Audit Report (CAR)

<b>CONTRACT DATA REQUIREMENTS LIST</b>																										
<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> CM	<b>E. Contractor</b>																								
<b>1. Item Number</b> CM-109	<b>2. Title</b> Configuration Audit Report (CAR)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID CM-109 Configuration Audit Report (CAR)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.4.5.0-3)	<b>6. Technical Office</b> PMO ISSP CM																								
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<b>16. Prepared By</b> PMO ISSP CM		<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP																							
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### 32 CDRL DM-101 Technical Data Management Plan (TDMP)

#### CONTRACT DATA REQUIREMENTS LIST

<b>A. Annex Description</b> Annex CC OWSS CDRLs		<b>B. Contract / RFP Number</b> Wxxxx-09ISSP/002/RA																								
<b>C. SOW Identifier</b> ISS OWSS	<b>D. Data Category</b> DM	<b>E. Contractor</b>																								
<b>1. Item Number</b> DM-101	<b>2. Title</b> Technical Data Management Plan (TDMP)	<b>3. Subtitle</b>																								
<b>4. Data Item Number</b> DID DM-101 Technical Data Management Plan (TDMP)	<b>5. Reference</b> Ann. CA To Vol. 3 (para. 4.1.5.0-2)	<b>6. Technical Office</b> PMO ISSP CM																								
<b>7. Inspection</b> DD	<b>8. Approval Code</b> R	<b>9. Review Period</b> 15 WD	<b>10. Frequency</b> ONE/R																							
<b>11. As of Date</b>	<b>12. Date of First Submission</b> See Block 14	<b>13. Date of Subsequent Submission</b> See Block 14																								
<b>14. Remarks</b> Block 12. The revised TDMP must be submitted to the TA 10 WD after the OWSS kick-off meeting.  Block 13. The Contractor must deliver the final version of the TDMP no later than 2 months after Contract start date.  Further updates (to reflect changes to the project) must be reviewed at a PRM; such proposed updates must be provided to DND at least 10 WD before the PRM where they will be reviewed.		<b>15. Distribution</b> <table border="1"> <thead> <tr> <th rowspan="2">Addressee</th> <th colspan="3">Copies</th> </tr> <tr> <th>Draft</th> <th>Final</th> <th>Media</th> </tr> </thead> <tbody> <tr> <td>DND/TA</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>DND/TA</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> <tr> <td>Contracting Authority</td> <td>x</td> <td></td> <td>1 SC</td> </tr> <tr> <td>Contracting Authority</td> <td></td> <td>x</td> <td>1 SC 1 HC</td> </tr> </tbody> </table>		Addressee	Copies			Draft	Final	Media	DND/TA	x		1 SC	DND/TA		x	1 SC 1 HC	Contracting Authority	x		1 SC	Contracting Authority		x	1 SC 1 HC
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<b>16. Prepared By</b> PMO ISSP CM	<b>17. Preparation Date</b> June 2011	<b>18. Approved By</b> PM ISSP	<b>19. Approval Date</b> June 2011																							

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APPENDIX 2 TO  
ANNEX CC TO VOLUME 3

DATA ITEMS DESCRIPTION (DID)  
FOR THE  
OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)  
OF THE  
INTEGRATED SOLDIER SYSTEM (ISS)

18 JANUARY 2013



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## 1 PROJECT MANAGEMENT

### 1.1 DID PM-101 Program Management Plan (PMP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Program Management Plan (PMP)	<b>2 Data Item Number</b> PM-101	
<b>3 Description / Purpose</b> 3.0-1 The PMP provides an overview of the different Program processes and how they fit together to form a totally integrated management system for the Program. The Contractor uses the PMP, including or supplemented by subordinate plans, to provide direction and guidance to the Contractor's management team responsible for conduct of the work. The Crown uses the PMP to: 3.0-1.0-1 Gain visibility into the Contractor's planning; 3.0-1.0-2 Understand and evaluate the Contractor's approach to managing the Program; and 3.0-1.0-3 Provide input into the Crown's planning. 3.0-2 The PMP is the primary plan for the Contract. All other plans related to the Contract fit beneath the umbrella of the PMP.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> <b>10.1 FORMAT</b> 10.1.0-1 The PMP must be prepared in the Contractor's format. <b>10.2 GENERAL</b> 10.2.0-1 The PMP must define the management processes, administrative procedures and organizational structure that will be used to manage the Contractor's work. The PMP must be a stand-alone document that provides sufficient detail to allow DND to assess the Contractor's understanding of the work of the project as well as the Contractor's ability to carry out and manage the work of the contract to a successful conclusion. It will allow the reader to understand how the project will be managed without referring to other documents. It is not acceptable to simply reference a document, procedure or standard without providing an overview of the material referenced. <b>10.3 CONTENT</b> 10.3.0-1 The following paragraphs outline the framework of the PMP. This framework should not limit the Contractor in developing the PMP, which must reflect how the Contractor plans to implement and manage the Contract. The PMP must contain, as a minimum, the following information: <b>10.3.1 Overview</b> 10.3.1.0-1 Purpose, Background, Scope and Objectives; 10.3.1.0-2 Assumptions, Constraints and Risks; 10.3.1.0-3 Project Deliverables; 10.3.1.0-4 Organization Summary; and		

### 10.3.1.0-5 Schedule Summary.

#### **10.3.2 Organization**

10.3.2.0-1 Project Management Organizational Chart, including internal and external organizations as it pertains to this contract;

10.3.2.0-2 Roles and Responsibilities, including internal and external organizations;

10.3.2.0-3 Escalating Lines of Communication;

10.3.2.0-4 Description of Project Management Organization type; and

10.3.2.0-5 Detailed resume with relevant experience for each of the activity managers.

#### **10.3.3 Management Processes**

10.3.3.0-1 Project Management Approach and Procedures;

10.3.3.0-2 Scope Management, including the development and use of the Work Breakdown Structure;

10.3.3.0-3 Integration and Control Management;

10.3.3.0-4 Subcontractor Management, including approved and to-be-approved subcontractors along with description of relationship and responsibilities;

10.3.3.0-5 Schedule Management and Control, describing the procedures the Contractor will use to track and maintain the schedule that includes, as a minimum:

10.3.3.0-5.0-1 Processes for tracking tasks against the project schedule to identify slippage;

10.3.3.0-5.0-2 Processes specific to critical path items;

10.3.3.0-5.0-3 Processes for updating and communicating schedule changes; and

10.3.3.0-5.0-4 Processes to assess schedule impact of new tasks.

10.3.3.0-6 Resource Allocation;

10.3.3.0-7 Budget Control;

10.3.3.0-8 Quality Management;

10.3.3.0-9 Performance Monitoring;

10.3.3.0-10 Progress Reporting;

10.3.3.0-11 Communications Management;

10.3.3.0-12 Problem Identification and Resolution;

10.3.3.0-13 Project Work Tasks/Elements Closing;

10.3.3.0-14 Process Improvement;

10.3.3.0-15 Risk Management, describing how the Contractor will implement a Risk Management system that will systematically and continuously manage items that are considered to be of a high-risk nature that includes, as a minimum:

10.3.3.0-15.0-1 The methodology for risk identification;

10.3.3.0-15.0-2 The procedures and systems for assessing and monitoring risks;

10.3.3.0-15.0-3 The system for resolving or mitigating risk situations;

10.3.3.0-15.0-4 The system for reporting on current risk status; and

10.3.3.0-15.0-5 All sectors, areas of responsibilities and disciplines affecting the project (including Environmental Health and Safety (EHS)).

10.3.3.0-16 Data Management;

10.3.3.0-17 Change Control Processes; and

10.3.3.0-18 Action Item Management.

#### **10.3.4 Transition to in-service support**

10.3.4.0-1 Internal processes and oversight to ensure the transition from the implementation phase to the in-service support contract is executed efficiently; and

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#### 10.3.4.0-2 Handover between the Project Manager and the In-Service Support Manager.

**1.2 DID PM-102 Quality Assurance Plan (QAP)**

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Quality Assurance Plan (QAP)	<b>2 Data Item Number</b> PM-102	
<b>3 Description / Purpose</b> 3.0-1 The QAP provides Canada with information on the Contractor's quality system and its application as it relates to ISSP. 3.0-2 The QAP provides Canada with an understanding of the Contractor's quality assurance program and it will be used to guide the quality program during the performance of the contract.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The QAP is a subordinate plan of the PMP. 7.0-2 The QAP must conform to the following standards and specifications, as per the requirements below: <ul style="list-style-type: none"> <li>•7.0-2.0-1 ISO 9001:2008      Quality Requirements</li> <li>•7.0-2.0-2 ISO/IEC 90003      Software and System Engineering Guidelines for the Application of ISO 9001:2000 to Computer Software</li> </ul>		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The QAP must completely describe the Contractor's quality system and how the system will be implemented for the successful completion of the contract. 10.0-2 The QAP must be prepared in the Contractor's format and should contain the following information: <ul style="list-style-type: none"> <li>10.0-2.0-1 Title Page;</li> <li>10.0-2.0-2 Table of Contents;</li> <li>10.0-2.0-3 Document Control Log;</li> <li>10.0-2.0-4 Revision Record: <ul style="list-style-type: none"> <li>10.0-2.0-4.0-1 The document must provide a change history that identifies each change made, the date of issue, the version/revision incorporating the change and the title and rationale for the change.</li> </ul> </li> <li>10.0-2.0-5 Plan Subject Matter;</li> <li>10.0-2.0-6 Notes; and</li> <li>10.0-2.0-7 Appendices.</li> </ul> 10.0-3 The QAP must provide details on the methods and organization with which the Contractor will implement an effective QAP. The plan must identify all procedures, processes and associated planning data necessary for the attainment of the required QAP. 10.0-4 The QAP subject matter must be broken down into the following sections: <ul style="list-style-type: none"> <li>10.0-4.0-1 <u>Section I - General</u>. This section of the plan must define the scope, purpose and application of the QAP, related documents, and mechanisms to amend the plan;</li> <li>10.0-4.0-2 <u>Section II - Elements In Place</u>. The section must describe what elements and/or resources of the Quality Assurance (QA) program are already in place, and what is additionally required. It should include a clear demonstration that the Contractor's QAP and System are in</li> </ul>		

conformity with the ISO 9001:2008 Quality Requirements. In the event that the Contractor's Quality Management System is not in full conformity with the ISO 9001:2008 Quality Requirements, the QAP must include a requirements traceability matrix cross referencing the Contractor's QAP elements to the applicable elements of the ISO 9001:2008 Quality Requirements. The QAP section describing Software Quality Management must conform to ISO/IEC 90003 Software and System Engineering Guidelines for the Application of ISO 9001:2000 to Computer Software;

10.0-4.0-3 Section III - Major Subcontractors. The plan must identify the major subcontractors who are subject to the application of the Contractor's quality system. The plan should include a description of the subcontractor's area of responsibility and to whom they are accountable;

10.0-4.0-4 Section IV - Management/Organization. This section must describe the Contractor's QA organization, subcontractor's QA organization, management procedures, interfaces and reporting/tracking systems established to control QA activities. The plan should identify the Contractor's QA Manager and support personnel by name in a QA Organizational Chart.

10.0-4.0-5 Section V - WBS/Schedule of Activities and Milestones. Not used.

10.0-4.0-6 Section VI - Relationships. This section must describe the following relationships:

10.0-4.0-6.0-1 Between the various Contractor's QA elements and QA Manager;

10.0-4.0-6.0-2 Between the Contractor's QA Manager and the Contractor's Project Management, Systems Engineering, and Subcontractors programs; and

10.0-4.0-6.0-3 Between the Contractor's and Department of National Defence (DND) QA Organization.

10.0-4.0-7 Section VII - Meetings and Reviews. The requirements for QA meetings throughout the conduct of the project must be outlined in the QAP.

10.0-4.0-8 Section VIII - Production acceptance. This section must detail the process that will be implemented in order to carry out the First Article Inspection (FAI), sampling and inspection methods of the product on each Integrated Soldier System (ISS) System element and on the ISS System as a whole before delivery. It must describe or reference the procedures that will be used for performing FAI and sampling inspection. It must provide the details of the functional and performance checks that the Contractor will perform during the pre-production and production phase. The production acceptance method and procedures may have to be amended by the Contractor order to address any quality issues identified by the Technical Authority (TA) or DND QA Representative (QAR) during the contract.

10.0-4.0-9 Section IX - Non-Conforming product - This section must detail the process that will be implemented in order to withhold non-conforming product, its disposition, and to take the corrective action necessary.

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### 1.3 DID PM-103 Significant Incident Report

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Significant Incident Report	<b>2 Data Item Number</b> PM-103	
<b>3 Description / Purpose</b> 3.0-1 The Significant Incident Report is the mechanism by which the Contractor must immediately notify the ISSP Project Management Office of an event that may have serious impact on the ISSP Project.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 Format. It is preferable that electronic submissions be in Microsoft Word (Office 2003). 10.0-2 The Significant Incident Report must be provided immediately upon the occurrence of any of the following circumstances or situations: <ul style="list-style-type: none"> <li>10.0-2.0-1 identification of a significant technical (including ILS) or quality problems;</li> <li>10.0-2.0-2 anticipation of a significant schedule slippage;</li> <li>10.0-2.0-3 accidents involving the ISSP equipment to be delivered or GFE; and</li> <li>10.0-2.0-4 incidents that could have jeopardized the health of DND personnel or could have caused loss or damage to DND assets.</li> </ul> 10.0-3 The Contractor must prepare the Significant Incident Report in Contractor format. The Significant Incident Report must contain the following: <ul style="list-style-type: none"> <li>10.0-3.0-1 the report number;</li> <li>10.0-3.0-2 a brief description of the problem;</li> <li>10.0-3.0-3 action being taken to rectify the incident; and</li> <li>10.0-3.0-4 any additional significant information.</li> </ul>		

## 1.4 DID PM-104 Monthly Services Status Report

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Monthly Services Status Report	<b>2 Data Item Number</b> PM-104	
<b>3 Description / Purpose</b> 3.0-1 The OWSS Monthly Services Status Report must summarise the Contractor's progress in relation to the contract milestones, schedules, plans, Deliverable End Items, R&O and Contractor's Work Breakdown Structure.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The Monthly Service Status Report must be prepared in the Contractor's format and must include the following information: 10.0-2 an executive summary which covers significant elements of the report; 10.0-3 the Description of progress to task activities schedule with concise explanation of any discrepancies; 10.0-4 the description of progress to Spares procurement and R&O activities; 10.0-5 Risk Status Update: i. Identification of any new risks; ii. Update on medium and high risks; and iii. update on risk priority listing; 10.0-6 narrative detailing progress against milestones, expected date of completion of near milestones, problem areas and work-around plans where required; 10.0-7 update of progress for major subcontracts; 10.0-8 production status against each major deliverable, the time phase of significant stages of production and the time phase of testing, verification, demonstration and acceptance activities requiring DND participation or surveillance; 10.0-9 Current status of all technical, management and logistical problems, actions taken or planned to resolve them, and their impact; 10.0-10 status report on data Deliverable End Items as called up in the CDRLs; 10.0-11 status of any Contract Change Proposals (CCP), Engineering Change Proposals (ECPs), Deviation and Waiver requests where applicable; 10.0-12 outstanding action items as well as new problems/issues and any other areas of concern, interest or importance; 10.0-13 detailed reporting of the Core Management activities as well as SITREP on the Task Based activities that have taken place since the last Monthly Services Status Report; 10.0-14 overall financial; 10.0-15 Planned activities for the following reporting period; and 10.0-16 Contractor performance self-assessment (Appendices 1 and 2 to Annex CB to OWSS contract).		

## 1.5 DID PM-105 Meeting Agenda

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Meeting Agenda	<b>2 Data Item Number</b> PM-105	
<b>3 Description / Purpose</b> 3.0-1 Meeting Agendas provide an outline of the purpose, objectives and areas to be formally discussed at meetings.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 This DID integrates with <b>DID PM-106</b> , Meeting Minutes.		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 Meeting Agendas must be prepared in the Contractor's format. 10.0-2 Meeting Agendas must include, as a minimum, the following: <b>10.1 General</b> 10.1.0-1 Meeting identification, number, scope, purpose and objectives; 10.1.0-2 Meeting venue, date, time, location, expected attendees and Level of Security; <b>10.2 Discussion Items</b> 10.2.0-1 Opening remarks; 10.2.0-2 Agenda Review; 10.2.0-3 Review of previous Minutes; 10.2.0-4 If the purpose of the meeting is a Project Review Meeting (PRM) the following agenda items must be included: 10.2.0-4.0-1 Review of Progress Report; 10.2.0-4.0-2 Review of Project Schedule - Status of current activities (in-progress & completed) - new duration estimates - impact on critical dates and milestones. 10.2.0-4.0-3 Review of Issue-Action Item Log (IAIL); 10.2.0-4.0-4 Review of Significant Risks; 10.2.0-5 If the purpose of the meeting is other than a PRM the following agenda items must be included: 10.2.0-5.0-1 Review of progress since last meeting; 10.2.0-5.0-2 Review of items by area of responsibility; Engineering and Technical, Integrated Logistics Support (ILS), Environmental Health and Safety (EHS), Other; 10.2.0-5.0-3 Review of IAIL pertinent to area of responsibility; 10.2.0-6 Open Discussion Items; 10.2.0-7 Next Meeting Date and Venue; and 10.2.0-8 Closing Remarks. <b>10.3 Special Requirements</b> 10.3.0-1 This section must detail the requirement for visit clearances, security clearances, security arrangements, facilities, and any other pertinent information such as specific instruction on the timely distribution of any Canada/Contractor documentation or presentation material to be presented at the meeting.		

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## 1.6 DID PM-106 Meeting Minutes

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Meeting Minutes	<b>2 Data Item Number</b> PM-106	
<b>3 Description / Purpose</b> 3.0-1 Meeting Minutes record significant discussion and documents decisions taken at meetings.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 This DID integrates with <b>DID PM-105</b> , Meeting Agenda		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 Meeting Minutes must be prepared in the Contractor's format. The format of the first submission will be subject to approval by Canada, and once approved, must become the standard for future submissions. 10.0-2 Meeting Minutes must include, as a minimum, the following: 10.0-2.0-1 Meeting identification, number, scope, purpose and objectives; 10.0-2.0-2 List of all attendees detailing title, responsibility and contact information; 10.0-2.0-3 Discussion Items - Including a summary record of proceedings and discussions, all agenda items must be covered; 10.0-2.0-4 Record of decisions taken, issue/Action Item (AI) responsibility and target date of completion of issues/AIs; 10.0-2.0-5 Proposed date, time and location of next meeting; 10.0-2.0-6 Signature blocks for both Contractor and Canada responsible representatives; and 10.0-2.0-7 Copies of all data and information tabled at the meeting. 10.0-3 Meeting Minutes must include a disclaimer that the minutes are a record of discussions only and do not constitute approval for contractual changes.		

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## 1.7 DID PM-107 Issue-Action Item Log (IAIL)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Issue-Action Item Log (IAIL)	<b>2 Data Item Number</b> PM-107	
<b>3 Description / Purpose</b> 3.0-1 The IAIL consists of itemized, dated and up-to-date records of all Contractor and Canada issue items with appropriate action/decisions detailed.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The IAIL must be prepared in the Contractor's format. The format of the first submission will be subject to approval by Canada, and once approved, must become the standard. 10.0-2 The IAIL must contain the itemized records of issue/action items and must include, as a minimum: 10.0-2.0-1 Date opened; 10.0-2.0-2 Identification number; 10.0-2.0-3 Issue/AI description; 10.0-2.0-4 Meeting references to documents, minutes, reports or activity; 10.0-2.0-5 Issue/AI description; 10.0-2.0-6 Issue/AI raised by; 10.0-2.0-7 Due date for completion and actual date closed; 10.0-2.0-8 Issue/AI Owner; 10.0-2.0-9 Action Required/Decision; and 10.0-2.0-10 Status (Open or Closed).		

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## 1.8 DID PM-108 Intellectual Property (IP) Lists

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Intellectual Property (IP) Lists	<b>2 Data Item Number</b> PM-108	
<b>3 Description / Purpose</b> 3.0-1 The IP Lists provide a complete list of all intellectual property, both Background and Foreground IP, used by the Contractor and Subcontractors for the design, development and construction of the ISSP. The lists also include any Background IP related to the ISSP, which the Contractor does not own and cannot provide access to Canada.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The IP Lists must be prepared in Contractor format. 10.0-2 The IP Lists must list Background and Foreground IP separately. 10.0-3 The IP Lists must include the following information for Foreground IP: 10.0-3.0-1 Document Number; 10.0-3.0-2 Revision Level; 10.0-3.0-3 Document Title; 10.0-3.0-4 IP Registration Number if applicable (e.g. patent number); 10.0-3.0-5 Date of Issue; 10.0-3.0-6 Originator (Company Name and Address); 10.0-3.0-7 Current Owner (if different from Originator); and 10.0-3.0-8 Licensed rights to DND if applicable. 10.0-4 The IP Lists must include the following information for Background IP that the Contractor can provide access to: 10.0-4.0-1 Document Number; 10.0-4.0-2 Revision Level; 10.0-4.0-3 Document Title; 10.0-4.0-4 IP Registration Number if applicable; 10.0-4.0-5 Date of Issue; 10.0-4.0-6 Originator (Company Name and Address); 10.0-4.0-7 Current Owner (if different from Originator); and 10.0-4.0-8 Licensed rights to DND if applicable. 10.0-5 The IP Lists must include that Background IP related to the ISSP System that the Contractor does not own and cannot provide Canada access to. For any such Background IP the following information is required: 10.0-5.0-1 Document Number (if available/releasable); 10.0-5.0-2 Revision Level (if available/releasable); 10.0-5.0-3 Document Title (if available/releasable); 10.0-5.0-4 IP Registration Number if applicable;		

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10.0-5.0-5 Date of Issue (if available/releasable);  
10.0-5.0-6 Originator (Company Name and Address); and  
10.0-5.0-7 Current Owner (if different from Originator).  
10.0-6 A brief description of the Background IP must be provided for those items where the requested information at 10.0-5 is not provided.

## 1.9 DID PM-109 Environmental, Health and Safety Assessment (EHSA)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Environmental, Health and Safety Assessment (EHSA)	<b>2 Data Item Number</b> PM-109	
<b>3 Description / Purpose</b> 3.0-1 The due diligence EHSA (Environmental Assessment) identifies and documents the environmental health and safety impact of the project, system, equipment, material and/or service provided by the Contractor throughout the various life cycle phases (design, engineering and manufacturing, test and evaluation, production and delivery, operation and maintenance, and demilitarization and disposal) and the mitigation measures required to reduce or eliminate significant environmental safety and health risks.		
<b>4 Approval Date</b> January 2009	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The EHSA must conform to the following standards and specifications, as per the requirements below: <ul style="list-style-type: none"> <li>•7.0-1.0-1 A-EN-007-000/FP-001 DND Environmental Assessment Manual</li> <li>•7.0-1.0-2 Canadian Environmental Protection Act (CEPA), Schedule 1 &lt;<a href="http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&amp;n=24374285-1&amp;offset=14&amp;toc=show#1">http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&amp;n=24374285-1&amp;offset=14&amp;toc=show#1</a>&gt;</li> <li>•7.0-1.0-3 Accelerated Reduction/Elimination of Toxics (ARET) &lt;<a href="http://admmat.mil.ca/dglepm/dleps/documents/DLEPS6_ARETSubstancesList_e.pdf">http://admmat.mil.ca/dglepm/dleps/documents/DLEPS6_ARETSubstancesList_e.pdf</a>&gt;</li> <li>•7.0-1.0-4 National Pollutant Release Inventory (NPRI) &lt;<a href="http://www.ec.gc.ca/pdb/npri/npri_home_e.cfm">http://www.ec.gc.ca/pdb/npri/npri_home_e.cfm</a>&gt;</li> <li>•7.0-1.0-5 List of Challenge Substances &lt;<a href="http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list_eng.html">http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list_eng.html</a>&gt;</li> </ul>		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> Figure 1 - Figure 5 to Annex CC, Appendix 2	
<b>10 Preparation Instructions</b> <b>10.1 Format</b> 10.1.0-1 The EHSA must be in the Contractor's format and as further described herein, conformant to Electronic Information Environment (EIE) requirements. <b>10.2 Content</b> 10.2.0-1 The EHSA must follow the principles and guidance contained within the DND Environmental Assessment Manual (A-EN-007-000/FP-001) but present the required information in the manner identified within this DID. The EHSA must identify and document the environmental, health and safety impact of the project, system, equipment, materiel and/or services provided by the Contractor throughout the life cycle, and the mitigation measures required to reduce or eliminate significant environmental, health and safety risks. The EHSA must address the above points in detail through the following parts and sections: <b>10.2.1 PART I - Registration Information</b> 10.2.1.0-1 Title - The title must identify the primary system being reported upon (ISS) and a brief paragraph is to be located under the title that provides the description, purpose and primary role of		

the system being provided.

10.2.1.0-2 Base/Unit - This section must identify the applicable site specific affected by the provided equipment, materiel and/or support services

10.2.1.0-3 Registration -This section must state registration identifier of the EHSA - For ISSP, the registration number is DGLEPM 1484.

10.2.1.0-4 Project Location - This section must identify the physical locations affected by the provided equipment, materiel and/or support services, and/or as specified within the contract requirements.

10.2.1.0-5 Project Description Summary - this section must contain a brief description of the system, equipment, material and/or services being provided under following sub paragraphs:

10.2.1.0-5.0-1 General Description of the System. The section shall provide a description of the role, purpose, concept of operation, design characteristics, and performance capabilities of the system, throughout its entire life span. The major/significant construction materials, products and activities that contribute to the EHS impact shall be identified; and

10.2.1.0-5.0-2 Major Sub System. This section shall identify the major sub components of the system and provide a description of their purpose, function and/or role including any relevant steps or phases, such as operation and maintenance. The major/significant construction materials, products and activities that contribute to their EHS impact shall be identified.

10.2.1.0-6 Assessment Contact - this paragraph must contain the name, title, company name, phone number, and email address of the author of the report.

## **10.2.2 PART II - Environmental, Health and Safety Impact Assessment**

10.2.2.0-1 Design - This section shall provide an overview on the origin of the project, system, equipment, materiel and/or service or activity being assessed and its design impact on environmental health and safety. Alternatives to the activities that were considered are to be included within this section, including reasons for non-adoption.

10.2.2.0-2 Major Sub System Assessment - This section shall provide, in tabular format, the following information (Figure 1 illustrates an example of the tabular format):

10.2.2.0-2.0-1 A listing of the EHS aspects (a sample list of possible aspects can be found at Enclosure A) and their hazards associated with each major sub system and component for each life cycle phase (engineering and manufacture, test and evaluation, production and delivery, operation and maintenance, demilitarization and disposal);

10.2.2.0-2.0-2 Clear identification of whether each major component and its consumables are a source of any of the following EHS hazards:

10.2.2.0-2.0-2.0-1 Ionising radiation (location and exposure levels) (for each activity the radiation hazard must be considered in both normal and non-normal situations);

10.2.2.0-2.0-2.0-2 Electromagnetic radiation (location and frequencies);

10.2.2.0-2.0-2.0-3 Noise (location and intensity);

10.2.2.0-2.0-2.0-4 Vibration (location and frequency);

10.2.2.0-2.0-2.0-5 Hazardous gases;

10.2.2.0-2.0-2.0-6 Hazardous liquids;

10.2.2.0-2.0-2.0-7 Hazardous solids (source, concentration or quantity); and

10.2.2.0-2.0-2.0-8 Other - any other hazard associated with the specific equipment (e.g., CEPA Schedule 1, heavy metals, asbestos, ARET substances, NPRI substances, and Challenge Substances).

10.2.2.0-2.0-3 The identification of the substance(s) of concern with its chemical abstract

number (CAS #), and the identification of its control listing (e.g. NPRI, ARET, Challenge, CEPA Schedule 1);

10.2.2.0-2.0-4 The significance (amount or level) of the identified hazard, including compliance to regulatory requirements;

10.2.2.0-2.0-5 Justification for the use of all regulated products and those containing substances identified within the Accelerated Reduction/Elimination of Toxics (ARET,

<[http://admmat.mil.ca/dglepm/dleps/documents/DLEPS6\\_ARETSubstancesList\\_e.pdf](http://admmat.mil.ca/dglepm/dleps/documents/DLEPS6_ARETSubstancesList_e.pdf)>),

National Pollutant Release Inventory (NPRI, [http://www.ec.gc.ca/pdb/npri/npri\\_home\\_e.cfm](http://www.ec.gc.ca/pdb/npri/npri_home_e.cfm))

and/or List of Challenge Substances ([http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list\\_eng.html](http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list_eng.html)), and also for products containing heavy metals (heavy metals are those

identified within Schedule 1 of the Canadian Environmental Protection Act (CEPA)

<[http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=24374285-](http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=24374285-1&offset=14&toc=show#1)

[1&offset=14&toc=show#1](http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=24374285-1&offset=14&toc=show#1)>);

10.2.2.0-2.0-6 The associated potential environmental, health and safety impacts from the identified hazards;

10.2.2.0-2.0-7 The mitigation measures or preventive measures necessary to reduce or eliminate the identified impacts or risks;

10.2.2.0-2.0-8 Compliance monitoring requirements (compliance monitoring verifies that mitigation measures were implemented);

10.2.2.0-2.0-9 Follow-Up plans (follow-ups plans verify the accuracy of an Environmental Assessment (EA) and/or determines the effectiveness of any mitigation measure). Identify the type and nature of any required follow-up plans; and

10.2.2.0-2.0-10 Reference to the applicable Material Safety Data Sheets (MSDS) for each identified hazardous substance.

10.2.2.0-3 Table of Hazardous Products. This section shall contain a list of all products, which are subject to the Hazardous Products Act and require a MSDS, and were identified in paragraph

10.2.2.0-2.0-2. The list shall include the product description/name, the product part number, the manufacturer name and address, the manufacturer's National Supply Code for Manufacturers (NSCM)/ Commercial and Government Entity (CAGE) Code, NATO Stock Number (NSN - if applicable) and unique Defence Resource Management Information System (DRMIS) identifier (if it exists), all Workplace Hazardous Materials Information System (WHMIS) Class(es) (e.g. A [Class A-Compressed Gas], B5 [Class B Flammable and Combustible Material, Division 5: Flammable Aerosol]), the full Transportation of Dangerous Goods Class (e.g. 2.3 [Class 2 Compressed Gases, Division 3: Poisonous Gases]), and the cross-reference to Figure 5 MSDS identifier. MSDS of these products shall be appended to the EHS within Figure 5 and clearly marked with their cross-linked identifier at the top right of the page. An example of this listing is provided at Figure 2.

10.2.2.0-4 Mercury. This section shall contain a list of information pertaining to all occurrences of mercury associated with the major sub-systems and components, or project activity. The listing shall contain the following information in tabular format (Figure 3 illustrates an example of the tabular format):

10.2.2.0-4.0-1 Equipment NSN (for equipment containing mercury);

10.2.2.0-4.0-2 Equipment Description;

10.2.2.0-4.0-3 NSN or DRMIS unique identifier of the item containing mercury (if it exists);

10.2.2.0-4.0-4 Manufacturer of mercury-containing item;

- 10.2.2.0-4.0-5 Date of manufacture of the mercury-containing item;
- 10.2.2.0-4.0-6 Manufacturer part number of mercury-containing item;
- 10.2.2.0-4.0-7 NSCM/CAGE Code of items containing mercury;
- 10.2.2.0-4.0-8 Description of mercury-containing item;
- 10.2.2.0-4.0-9 The form of mercury (e.g. liquid, vapour, amalgam, metal halide);
- 10.2.2.0-4.0-10 Quantity of mercury (kg mass);
- 10.2.2.0-4.0-11 Volume of mercury (L) and its concentration in ppm (either 10.2.2.0-4.0-10 or 10.2.2.0-4.0-11 is required, however, both can be provided);
- 10.2.2.0-4.0-12 The location of the mercury-containing item(s);
- 10.2.2.0-4.0-13 Quantity of mercury containing item per reported equipment; and
- 10.2.2.0-4.0-14 Total Quantity of mercury within the reported equipment (for kg mass and volume/concentration).
- 10.2.2.0-5 Consultation
- 10.2.2.0-5.0-1 Internal. This section must list all applicable internal consultations performed in order to produce the EHSA; and
- 10.2.2.0-5.0-2 External. This section must list all applicable external consultation performed in order to produce the EHSA.
- 10.2.2.0-6 Documentation
- 10.2.2.0-6.0-1 Regulations and Policies. This section must list all applicable Canadian regulations and policies; and
- 10.2.2.0-6.0-2 Other references. This section must list the references and material used to produce the EHSA.
- 10.2.2.0-7 Site Visits - This section must comment on the reasons and results of visits conducted; otherwise it must be titled and identified as “No site visits required”.
- 10.2.2.0-8 Existing Environment - This section must identify the boundaries of the environment considered and provide an appropriate description of the environment(s) affected.
- 10.2.2.0-9 Environmental Effects - This section must contain a completed matrix for each of the applicable activities (and their associated sub-activities) involving the system throughout the life cycle phases (design, engineering and manufacturing, test and evaluation, production and delivery, operation and maintenance, demilitarization and disposal). For components with Ionizing Radiation Hazard, each activity must be considered in both normal and non-normal situations.
- 10.2.2.0-10 To identify potential environmental, health and safety effects, each matrix must be completed as follows:
- 10.2.2.0-10.0-1 In the left-hand column, list the system components/activities. Across the top of the matrix, list the Valued Ecosystem Components (VECs) relevant to the study area.
- 10.2.2.0-10.0-2 Examine each place where a component intersects with an environmental component for each life cycle and determine whether there is a potential significant effect. Figure 4 illustrates a sample matrix. The VECs on the matrix are only a guide to typical environmental components. Adapt the matrix as needed in accordance with the site specific VECs.
- 10.2.2.0-11 Summary of Hazards and Impacts - This section shall present the written results on the investigations of the impact of the environmental, health and safety aspects/hazards throughout the different life cycle phases. Each sub-system or activity shall be addressed for their environmental impact or risks as identified in Figure 1 and Figure 4. All regulated substances/activities shall be assessed for compliance and problem areas identified with mitigations measures. Each sub-system

or activity shall be addressed under the following headings (sub-titles may be used for each Life Cycle Phase, Sub-System/Activity):

10.2.2.0-11.0-1 Description of Subsystem/Component/Activity: A description of the subsystem, equipment, component, material, service or activity and its interaction with the environment;

10.2.2.0-11.0-2 EHS Aspect: Identify the EHS Aspects (Enclosure A refers) associated with the Subsystem/Component/Activity throughout all life cycle phases (Figure 1 refers).

10.2.2.0-11.0-3 VECs Affected: Identify the VECs associated with the Subsystem/Component/Activity throughout all life cycle phases (Figure 4 refers)

10.2.2.0-11.0-4 Component/Activity Impact: Prediction of the environmental effects from each interaction and its impact, as well as any impacts that will require mitigation measures;

10.2.2.0-11.0-5 Mitigations Measures: Identify the appropriate mitigation measures required. Mitigation is the elimination, reduction, or control of adverse environmental effects, including restitution for any damage to the environment through replacement, restoration, compensation, or any other means.

10.2.2.0-11.0-6 Significance: Assess/Determine the environmental impact with mitigation measures in place. The EA must determine whether the environmental affects are adverse, likely, and are they significant.

10.2.2.0-11.0-7 Compliance Monitoring: Identify what compliance monitoring is required and the responsible person/office to conduct the monitoring.

10.2.2.0-11.0-8 Follow-Up Plans: Predict any cumulative/residual effects and the need to follow-up. Identify the follow-up plans with the reasons for them.

### **10.2.3 PART III - Conclusion**

10.2.3.0-1 This section shall summarize the main findings of the EHSA and identify the major mitigation measures taken or required to assure sustainable development, and identify the major follow-up measures necessary.

### **10.2.4 Figures and Enclosures**

10.2.4.0-1 Figure 1 - Major Subsystem Assessment Table

10.2.4.0-2 Figure 2 - Table of Hazardous Products

10.2.4.0-3 Figure 3 - Items Containing Mercury

10.2.4.0-4 Figure 4 - Environmental Effects Matrix

10.2.4.0-5 Figure 5 - MSDS (Figure 5 shall contain the MSDS for all hazardous products identified in section 10.2.2.0-2.0-2 and 10.2.2.0-3.)

10.2.4.0-6 Enclosure A - Listing of Possible EHS Aspects

### **10.2.5 For all figures, see section 5, Figures.**

### **10.2.6 Enclosure A - Listing of Possible EHS Aspects**

10.2.6.0-1 An EHS aspect is defined as an activity, product or service that can interact with the environment, human health or safety. The list provided herein is not inclusive, and is only an example of what might be considered when preparing an EHSA. Aspects and their risk are those associated with the activity, product or service being specifically addressed. Regulations or standards may, or may not, apply to the specific EHS aspect.

10.2.6.0-2 1. ARET substances

10.2.6.0-3 2. Adhesives and Sealants

10.2.6.0-4 3. Air Conditionings / Refrigerants

10.2.6.0-5 4. Asbestos

- 10.2.6.0-6 5. Batteries
- 10.2.6.0-7 6. Bulk and Weight of Components
- 10.2.6.0-8 7. CEPA Schedule 1 Substances
- 10.2.6.0-9 8. Challenge to Industry Substances
- 10.2.6.0-10 9. Cleaning and cleaners
- 10.2.6.0-11 10. Coatings/Painting
- 10.2.6.0-12 11. Compressed Gases/Fluids
- 10.2.6.0-13 12. Contamination / Decontamination
- 10.2.6.0-14 13. Demilitarization and Disposal
- 10.2.6.0-15 14. Disposal
- 10.2.6.0-16 15. Electrical and Power Sources
- 10.2.6.0-17 16. Emission Hazards - Enclosed Spaces
- 10.2.6.0-18 17. Equipment Condition
- 10.2.6.0-19 18. Exhaust Emissions
- 10.2.6.0-20 19. Fire Extinguishing Systems
- 10.2.6.0-21 20. Firing Damage and Damage from operations
- 10.2.6.0-22 21. Floorboards and Hull Plates
- 10.2.6.0-23 22. Fuel Consumption
- 10.2.6.0-24 23. Fuels, Fluids and Lubricants
- 10.2.6.0-25 24. Hazardous consumables
- 10.2.6.0-26 25. Heavy Metals
- 10.2.6.0-27 26. High Temperature Hazards
- 10.2.6.0-28 27. Ionizing Radiation - Normal and Abnormal
- 10.2.6.0-29 28. Iron / Aluminum Metal Work (Thermite)
- 10.2.6.0-30 29. Lasers
- 10.2.6.0-31 30. Materials of environmental concern
- 10.2.6.0-32 31. Mercury Sources
- 10.2.6.0-33 32. Metal Work
- 10.2.6.0-34 33. Modifications
- 10.2.6.0-35 34. NPRI substances
- 10.2.6.0-36 35. Noise, Vibrations and Ground Pressure
- 10.2.6.0-37 36. Non-Ionizing Radiation - Lasers, UV, Radio, Radar
- 10.2.6.0-38 37. Operator Safety
- 10.2.6.0-39 38. Ozone Depleting Substances
- 10.2.6.0-40 39. Precious Metals
- 10.2.6.0-41 40. Polychlorinated Biphenyls
- 10.2.6.0-42 41. Radars
- 10.2.6.0-43 42. Recycling and Reusing
- 10.2.6.0-44 43. Regulated Activity/Material/Substance
- 10.2.6.0-45 44. Rubbers, Plastics, Polymers and Composites
- 10.2.6.0-46 45. Shielding
- 10.2.6.0-47 46. Spills and Spill Reporting
- 10.2.6.0-48 47. Storage - Fuels, Fluids and Lubricants
- 10.2.6.0-49 48. Tires
- 10.2.6.0-50 49. Wastes - Solids, Liquids and Gases

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10.2.6.0-51 50. Wastes - Hazardous Solids, Liquids and Gases

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## 1.10 DID PM-110 Government Property Report

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Government Property Report	<b>2 Data Item Number</b> PM-110	
<b>3 Description / Purpose</b> 3.0-1 The Government Property Report provides the status of GFE and GFI.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP PCCO	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The Government Property Report must be prepared in Contractor format. 10.0-2 The report must provide an inventory of GFE and GFI. 10.0-3 The report must include the following information for Government Property in the Contractor's possession: 10.0-3.0-1 For each item of GFE: 10.0-3.0-1.0-1 GFE item number; 10.0-3.0-1.0-2 The Contractor's assigned serial number (if applicable); 10.0-3.0-1.0-3 A narrative description of the item; 10.0-3.0-1.0-4 Manufacturer's Part Number / Manufacturer's Reference Number; 10.0-3.0-1.0-5 NSCM; 10.0-3.0-1.0-6 NSN; 10.0-3.0-1.0-7 Nomenclature; 10.0-3.0-1.0-8 The estimated value of the item; 10.0-3.0-1.0-9 Location of the item; 10.0-3.0-1.0-10 The status and condition of the item; and 10.0-3.0-1.0-11 The expected date of the next required re-calibration or overhaul (if required). 10.0-3.0-2 For each item of GFI: 10.0-3.0-2.0-1 GFI item number; and 10.0-3.0-2.0-2 A narrative description of the item. 10.0-4 The report must provide a listing of any shortages in the supply of Government Property. The listing must include Government Property type and item number, quantity short or overdue and due date.		

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## 1.11 DID PM-111 Annual R&O Performance Report

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Annual R&O Performance Report	<b>2 Data Item Number</b> PM-111	
<b>3 Description / Purpose</b> 3.0-1 The Contractor must comply with A-LM-184-001/JS-001 in the preparation of the R&O Annual Performance Report.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 Format. It is preferable that electronic submissions be in Microsoft Word (Office 2003). 10.0-2 The Contractor must prepare, in Contractor's format, and deliver an Annual R&O Performance Report that contains, but is not limited to, a summary of the following activities: 10.0-3 By subcontractors or suppliers: 10.0-4 By NSN, including: 10.0-5 Number of items repaired; 10.0-6 Average and Variance of Turn-around Time; 10.0-7 Average and Variance of Repair Cost; 10.0-8 Standard Repair Cost; and 10.0-9 Total Repair Cost. 10.0-10 For selected R&O components, agreed price change recommendations.		

## 1.12 DID PM-112 In-Service LSA Proposal

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> In-Service LSA Proposal	<b>2 Data Item Number</b> PM-112	
<b>3 Description / Purpose</b> 3.0-1 This data is required to provide a proposal for the conduct of in-service Logistics Support Analysis (LSA).		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The In-Service LSA Proposal must include: 10.0-1.0-1 Purpose and Scope 10.0-1.0-2 Applicable References 10.0-1.0-3 Management and Resources 10.0-1.0-3.0-1 Organization and Responsibilities; 10.0-1.0-3.0-2 Use of Computer Tools; and 10.0-1.0-3.0-3 Telecommunications Links to DND. 10.0-1.0-4 Logistics Support Monitoring 10.0-1.0-4.0-1 Parameters to be monitored include: 10.0-1.0-4.0-1.0-1 Data gathering - operations, maintenance and supply; 10.0-1.0-4.0-1.0-2 Data error detection and correction; and 10.0-1.0-4.0-1.0-3 Data analysis. 10.0-1.0-5 Logistics Support Analysis Update Tasks 10.0-1.0-5.0-1 Update of R&M parameter values (especially those used in maintenance planning); 10.0-1.0-5.0-2 Update of the Preventive Maintenance Program (ensuring that the tasks are necessary and sufficient, and that the task intervals are optimal); 10.0-1.0-5.0-3 Update of the Level of Repair Analysis decisions (where there are changes in relevant cost drivers); and 10.0-1.0-5.0-4 Update of the Sparing Analysis (where there are changes in usage rates, repair turnaround times and other significant factors). 10.0-1.0-6 Financial Proposal 10.0-1.0-6.0-1 Period of Performance; 10.0-1.0-6.0-2 Qualifications and Capability; 10.0-1.0-6.0-3 Per Diem Rates; and 10.0-1.0-6.0-4 Reimbursable Expenses.		

## 2 SYSTEM ENGINEERING

### 2.1 DID SE-101 System Engineering Management Plan (SEMP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> System Engineering Management Plan (SEMP)	<b>2 Data Item Number</b> SE-101	
<b>3 Description / Purpose</b> 3.0-1 The SEMP describes the Contractor's Engineering policies, plans and processes for scheduling, planning, organizing, directing, conducting, controlling and coordinating all Engineering effort under the contract and sets forth the Contractor's Engineering Program.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP Chief Engineer	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The SEMP is a subordinate plan of the PMP. 7.0-2 The Configuration Management (CM) Program documented in the CM Plan (CMP) supports the activities described in the SEMP. 7.0-3 The Quality of the process and outcomes resulting from performing the activities described in the SEMP must be assured by the processes described in the QAP. 7.0-4 The Technical Data Management Plan (TDMP) is a supporting plan to the SEMP. It describes the process that is to be used to manage the documentation resulting from performing the engineering work. 7.0-5 The SEMP conforms to ISO/IEC 15289, references: 7.4, 10.18, 10.20, 10.79.		
<b>8 Originator</b> ISSP Chief Engineer	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> <b>10.1 Source documents</b> 10.1.0-1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendment notices and revisions must be as specified in the contract. <b>10.2 Format</b> 10.2.0-1 The Contractor's own format compliant with the EIE requirements. <b>10.3 General</b> 10.3.0-1 The SEMP must conform to the requirements for the generic content guidelines for plans, section 7.4 of ISO/IEC 15289. 10.3.0-2 The SEMP must conform with the requirements of ISO/IEC 15289 sections 10.18, 10.20, 10.79 in as tailored to meet the requirements of the SOW. 10.3.0-3 The SEMP must contain the following information, as it applies to Engineering: 10.3.0-3.0-1 Organisation 10.3.0-3.0-2 Roles and Responsibilities 10.3.0-3.0-3 Engineering Management processes 10.3.0-3.0-4 Engineering Processes 10.3.0-3.0-5 Review process <b>10.4 Specific Content</b> <b>10.4.1 Organisation</b>		

10.4.1.0-1 The SEMP must describe the Contractor's engineering organisation and that of any integral sub-contractors. The SEMP must clearly describe the relationship between the contractor and the Engineering organisations of any companies that the contractor may be teamed or partnered with.

#### **10.4.2 Roles and Responsibilities**

10.4.2.0-1 The SEMP must describe the roles and responsibilities of all groups in the engineering process and the relationship between the Contractor and sub-contractors. The SEMP must detail the Engineering Section's internal operating relationships within the company including integration with the overall Project Management Organization, and the external operating relationships with subcontractors, for the Contract.

#### **10.4.3 Engineering Management**

10.4.3.0-1 The SEMP must describe the contractor's tools and processes for managing the engineering work to ensure the engineering work is conducted in accordance with the plan.

#### **10.4.4 Engineering Processes**

10.4.4.0-1 The SEMP must describe how the Contractor will perform the activities (process descriptions) for the Engineering Work requirements specified in the SOW. Specifically the SEMP must define the processes and standards to be used for each of the engineering service areas of the SOW:

10.4.4.0-1.0-1 Systems Engineering;

10.4.4.0-1.0-2 Human Factors Engineering (HFE);

10.4.4.0-1.0-3 Hardware Engineering;

10.4.4.0-1.0-4 Software Engineering;

10.4.4.0-1.0-5 Speciality Engineering, including Testing, Reliability and Maintainability (RAM), Electromagnetic Compatibility (EMC), and Security; and

10.4.4.0-1.0-6 Safety.

##### **10.4.4.1 RAM Program**

10.4.4.1.0-1 The SEMP must describe the Contractor's RAM Program for ISS. The RAM process must describe the activities to achieve the ISS Reliability, Maintainability, Built-In-Test (BIT) and Service Life performance requirements.

10.4.4.1.0-2 The RAM Program must cover:

10.4.4.1.0-2.0-1 hardware, software and firmware.

10.4.4.1.0-2.0-2 the full system life cycle

10.4.4.1.0-3 The RAM Program must identify any special RAM risks or issues associated with the contractor's solution, and describe the planned mitigation action.

10.4.4.1.0-4 The RAM process description must provide the following information for each activity:

10.4.4.1.0-4.0-1 describe the specific objective of the activity and rationale for selection;

10.4.4.1.0-4.0-2 describe how the activity will be conducted;

10.4.4.1.0-4.0-3 identify the specific product or outcome expected from the activity;

10.4.4.1.0-4.0-4 show how the activity fits into the overall program (i.e., schedule and dependencies); and

10.4.4.1.0-4.0-5 identify any standards (commercial, military and/or company) that will guide or govern the activity.

10.4.4.1.0-5 The RAM Program must also describe:

10.4.4.1.0-5.0-1 how the selected RAM activities will be integrated into the product design and

manufacturing processes; and

10.4.4.1.0-5.0-2 how the results of the RAM activities will be used to support other activities, such as logistics planning, supportability analysis, safety analysis, etc.

10.4.4.1.0-5.0-3 For non-developmental or COTS products making up part or all of the system, the RAM Program for these products can be limited to the design and validation of any integration or required modifications, plus assurances that the manufacturing process retains the inherent designed in RAM characteristics.

#### **10.4.5 Reviews**

10.4.5.0-1 The SEMP must describe the technical reviews the Contractor plans to conduct in support of the work of the SOW. The description of the various technical reviews must include detailed descriptions of the review methodologies, entry criteria, review tasks and exit criteria, for each specific review.

#### **10.4.6 Performance Measurement**

10.4.6.0-1 The Contractor must describe the proposed Engineering Performance Measures and the associated Measurement and Analysis process.

### 3 LOGISTIC SUPPORT

#### 3.1 DID LS-101 Supplementary Provisioning Technical Data (SPTD)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Supplementary Provisioning Technical Data (SPTD)	<b>2 Data Item Number</b> LS-101	
<b>3 Description / Purpose</b> 3.0-1 Data is required to uniquely identify, for cataloguing purposes, each item in each provisioning list (that has not already been assigned a NATO Stock Number).		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The SPTD must include sufficient data to clearly define each item for cataloguing. 10.0-2 The SPTD must include: 10.0-2.0-1 Item Name; 10.0-2.0-2 Reference (Manufacturer's Part) No.; and 10.0-2.0-3 CAGE Code. 10.0-3 The SPTD must include, as applicable: 10.0-3.0-1 Configuration - drawing of item; assembly, wiring or schematic drawing; illustrated parts list; 10.0-3.0-2 Technical specification, including relevant standards; 10.0-3.0-3 Physical characteristics, such as dimensions, tolerances, materials, mandatory processes, surface finish, protective coating; 10.0-3.0-4 Electrical characteristics; 10.0-3.0-5 Performance data, including the environmental and operating conditions under which the item must perform; 10.0-3.0-6 Mounting requirements (if any); 10.0-3.0-7 Special features which contribute to the uniqueness of the item; and 10.0-3.0-8 Commercial catalogue data. 10.0-4 The SPTD must be sequenced in the same order as the provisioning list that it supplements. 10.0-5 The SPTD must include identification of any limitations on the use or publication of any data provided.		

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### 3.2 DID LS-102 Obsolescence Management Candidates List (OMCL)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Obsolescence Management Candidates List (OMCL)	<b>2 Data Item Number</b> LS-102	
<b>3 Description / Purpose</b> 3.0-1 The Obsolescence Management Candidates List must specify the ISS-S components that are considered to be critical to the availability or serviceability of the suite, and if no longer available, would cause a mission failure.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The Obsolescence Management Candidates List must specify the ISS-S components that are most at risk of becoming obsolete, are considered to be critical to the availability or serviceability of the suite, or if no longer available, would cause a mission failure. 10.0-2 The Obsolescence Management Candidates List must be prepared in Contractor's format. As a minimum, the following information must be provided for each part on the Obsolescence Management Candidates List: 10.0-2.0-1 NATO Stock Number; 10.0-2.0-2 Part Number; 10.0-2.0-3 Nomenclature; 10.0-2.0-4 Manufacturer; and 10.0-2.0-5 Any other information that is deemed to be critical to the identification of the part. 10.0-3 The Technical Authority must approve the Obsolescence Management Candidates List.		

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### 3.3 DID LS-103 Obsolescence Management Issues Report (OMIR)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Obsolescence Management Issues Report (OMIR)	<b>2 Data Item Number</b> LS-103	
<b>3 Description / Purpose</b> 3.0-1 The Obsolescence Management Issues Report must outline the specifics of a pending issue for those LRUs or component parts that represent the most significant risk in terms of obsolescence.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The Contractor must deliver an Obsolescence Management Issues Report prepared in the Contractor's format. The OM Issues Report must outline the specifics of pending issues for those LRUs or component parts that represent the most significant risk in terms of obsolescence. The OM Issues Report must be delivered to the Technical Authority on occurrence and will provide supporting data and recommendations as follows: 10.0-1.0-1 A detailed description of the industry development leading to the obsolescence and the impact this will have on the ISS-S supportability; 10.0-1.0-2 In most cases, a minimum of three (3) options, as outlined below, and their analysis will be considered. When the Contractor considers that Option 1 or Option 2 is the best option and that Option 3 would require considerable effort to develop or would cause unnecessary delay in the submission of the OM Issues Report, the Contractor must submit only Option 1 and Option 2 with the initial OM Issues Report. Option 3 will be implemented as and when required by the Technical Authority. The analysis must include, as appropriate, for each option, the impact on support equipment, the impact on ILS elements, the upgrade requirements for LSAR, the impact to spares and R&O (if applicable), and an estimated cost of each option. The three (3) options for the analysis are: 10.0-1.0-2.0-1 A life-time buy or a buy for a specified duration of support; 10.0-1.0-2.0-2 A new source for the item; and 10.0-1.0-2.0-3 Redesign or replace the obsolete item with a similar or enhance item. 10.0-1.0-3 The impact of the obsolescence on enhancements to the system under study; 10.0-1.0-4 The time by which the decision is imperative; and 10.0-1.0-5 The Contractor's recommendation.		

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### 3.4 DID LS-104 ISS Spares Catalogue

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> ISS Spares Catalogue	<b>2 Data Item Number</b> LS-104	
<b>3 Description / Purpose</b> 3.0-1 This data is required to assist in the identification of spare parts and support equipment to facilitate the ordering of replacements.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> ISSP PCCO	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 This publication, prepared in the Contractor's format, must include for each item used by DND (including Prime equipment, spares, electronic components, support equipment, training equipment, STTE and GFE) the following: 10.0-1.0-1 Identification photo; 10.0-1.0-2 NATO Stock Number; 10.0-1.0-3 Nomenclature; 10.0-1.0-4 Application; and 10.0-1.0-5 Unit Price. 10.0-2 This data is to be delivered in a standard Microsoft Office electronic format.		

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### 3.5 DID LS-105 Repair and Overhaul Candidates List

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Repair and Overhaul Candidates List	<b>2 Data Item Number</b> LS-105	
<b>3 Description / Purpose</b> 3.0-1 This data is required to provide R&O planning information for each item requiring R&O, as soon as this information is known.		
<b>4 Approval Date</b> N/A	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 This Report must provide the following data on each item requiring Repair and Overhaul: 10.0-1.0-1 Item Number (unique sequence no. for each item); 10.0-1.0-2 Item Name (DED 182); 10.0-1.0-3 Reference (Manufacturer's Part) Number (DED 337); 10.0-1.0-4 NSCM/CAGE Code (DED 046); and 10.0-1.0-5 NATO Stock Number (if available) (DED 253). 10.0-2 For each item requiring Repair and Overhaul, provide a Technical Data List identifying the technical data needed by the Repair and Overhaul facility. These data may include, for example, overhaul task descriptions, repair schemes, test procedures and instructions on modifications to be incorporated. 10.0-3 Where a repair and overhaul capability must be established, the estimated cost of doing so. 10.0-4 All items identified as R&O Candidates, must be summarized in an R&O Candidates List prepared in the Contractors format.		

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### 3.6 DID LS-106 Support System Alternatives Study

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Support System Alternatives Study	<b>2 Data Item Number</b> LS-106	
<b>3 Description / Purpose</b> 3.0-1 Data is required to provide an early recommendation of a support method that achieves supportability requirements at minimal cost.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 This Study must include: 10.0-1.0-1 Introduction 10.0-1.0-1.0-1 Purpose 10.0-1.0-1.0-2 Applicable References 10.0-1.0-1.0-3 Updating Process 10.0-1.0-1.0-4 Definitions and Acronyms 10.0-1.0-2 Conduct of the Study 10.0-1.0-2.0-1 Study Method 10.0-1.0-2.0-2 Support Options Considered 10.0-1.0-3 Equipment/System Functions 10.0-1.0-3.0-1 Identify the functions performed by the equipment/system and the consequence of their failure. 10.0-1.0-4 Assessment of Support Options 10.0-1.0-4.0-1 Discuss each support option considered, assessing its feasibility, effectiveness and cost. 10.0-1.0-4.0-2 Identify the personnel implications of each support option considered. 10.0-1.0-4.0-3 Closely examine implications of requiring Automatic Test Equipment. 10.0-1.0-5 Conclusions and Recommendations 10.0-1.0-5.0-1 Conclusions 10.0-1.0-5.0-2 Recommendations		

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### 3.7 DID LS-107 Reliability/Trend Analysis Reports

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Reliability/Trend Analysis Reports	<b>2 Data Item Number</b> LS-107	
<b>3 Description / Purpose</b> 3.0-1 The Contractor must prepare and deliver Reliability/Trend Analysis Reports to update the Technical Authority on ISS-S management data and R&O repair analysis to identify failure trends that require investigation.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 MIL-HDBK-338B		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The Contractor must review engineering, technical and maintenance data and provide Reliability/Trend Analysis Reports. Reliability/Trend Analysis Reports must include the effects on hardware and software and must be prepared using MIL-HDBK-338B as a guide. 10.0-2 The Reliability/Trend Analysis Report must be produced in Contractor's format and must contain, as a minimum, the following: 10.0-2.0-1 Identification of equipment affected; 10.0-2.0-2 Reliability and maintainability analysis and prediction; 10.0-2.0-3 Hardware failure mode and effects analysis; 10.0-2.0-4 All references and assumptions used in the report; and 10.0-2.0-5 Conclusions and recommendations resulting from the Report. 10.0-3 A Trend Analysis Report must be produced in Contractor's format and may contain any information considered by the Contractor to be pertinent to the life-cycle support of ISS-S. The information may be drawn from any portion of the Work, including that provided by subcontractors. The report must contain, as a minimum, the following: 10.0-3.0-1 Identification of equipment affected; 10.0-3.0-2 All references and assumptions used in the report; and 10.0-3.0-3 Conclusions and recommendations resulting from the report.		

### 3.8 DID LS-108 Failure Modes, Effects and Criticality Analysis (FMECA)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Failure Modes, Effects and Criticality Analysis (FMECA)	<b>2 Data Item Number</b> LS-108	
<b>3 Description / Purpose</b> 3.0-1 This data is required to provide FMEA, DMEA, Criticality Analysis and RCMA data. These data may be submitted/accessed in electronic media.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 Provide access to and (if requested) electronic file transfer of failure analysis data in the following areas (as applicable): 10.0-2 Header Information 10.0-2.0-1 LSA Control Number (DED 199); 10.0-2.0-2 Item Name (DED 182); 10.0-2.0-3 Parent Equipment/System (also DED 182); 10.0-2.0-4 Part Failure Rate (DED 140); 10.0-2.0-5 Mission Phase Code; 10.0-2.0-6 Mission Phase/Operational Mode; 10.0-2.0-7 Failure Detection Method; 10.0-2.0-8 Compensating Design Provisions; and 10.0-2.0-9 Compensating Operating Action Provisions. 10.0-3 Failure Modes and Effects Analysis (FMEA)/ Damage Modes and Effects Analysis (DMEA) 10.0-3.0-1 Function (a sequence number); 10.0-3.0-2 Function Failure (a sequence number); 10.0-3.0-3 Failure Mode Indicator (failure mode or damage mode; mode description) (DED 134); 10.0-3.0-4 Failure Mode Ratio (DED 136); 10.0-3.0-5 Engineering Failure Mode Mean Time Between Failure (DED 097); and 10.0-3.0-6 Safety Hazard Severity Code (from catastrophic to minor) (DED 362). 10.0-3.0-7 Failure/Damage Mode; 10.0-3.0-8 Failure Cause; 10.0-3.0-9 Failure/Damage Effects (Local, Next Higher, End); 10.0-3.0-10 Failure Mode Classification (technical vs. operational); 10.0-4 Criticality Analysis: 10.0-4.0-1 Failure Mode Criticality Number (DED 133); 10.0-4.0-2 Part Failure Rate (DED 140); 10.0-4.0-3 Failure Mode Ratio (DED 136); 10.0-4.0-4 Failure Effect Probability (DED 130);		

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10.0-4.0-5 Operating Time (DED 269); and  
10.0-4.0-6 Item Criticality Number (DED 178).  
10.0-5 Reliability Centered Maintenance Analysis (RCMA)  
10.0-5.0-1 RCM Logic Results;  
10.0-5.0-2 RCM Disposition;  
10.0-5.0-3 Task Code (427);  
10.0-5.0-4 Task Type (433);  
10.0-5.0-5 Maintenance Interval (208); and  
10.0-5.0-6 Maintenance Interval Base (238).

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### 3.9 DID LS-109 Technical Publications

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Technical Publications	<b>2 Data Item Number</b> LS-109	
<b>3 Description / Purpose</b> 3.0-1 Data is required to provide the data needed to identify, procure and manage Technical Publications.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP ILSM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The Technical Publications must conform to the following standards and specifications, as per the requirements below: 7.0-1.0-1 C-01-100-100/AG-005      Acceptance of Commercial and Foreign Government Publications as Adopted Publications 7.0-1.0-2 C-01-100-100/AG-006      Specification - Writing, Format and Production of Technical Publications 7.0-1.0-3 A-LM-505-010/JS-001      Material Management Instruction - Official Languages Requirements for Technical Documentation 7.0-1.0-4 ISO 9660      Information Processing - Volume and File Structure of CDROM for Information Interchange 7.0-2 The Technical Publications are referenced in the Maintenance Plan.		
<b>8 Originator</b> PMO ISSP ILSM	<b>9 Applicable Forms</b> The Contractor must complete the following forms: DND 590, 591 and 642.	
<b>10 Preparation Instructions</b> <b>10.1 ISS-S Quick Reference Guide (QRG) / (English and French Versions)</b> 10.1.0-1 The ISS-S QRG (separate English and French versions) must present an integrated overview of the ISS-S as a brief, complete, and compact guide in the form of a memory aide. 10.1.0-2 It is to be used after initial training, and must describe and illustrate the set-up and operation of the equipment, including basic troubleshooting. 10.1.0-3 The QRG must be weatherproof as it is intended for field use. <b>10.1.1 Format</b> 10.1.1.0-1 The QRG must be made with a light grey background with a non-reflective finish. The QRG will be used under various field conditions, which must be taken into account when selecting materials. 10.1.1.0-2 The QRG must be relatively small in size, approximately (18 cm wide x 20 cm high x 1 cm deep) in terms of dimensions as it is meant to be carried on the soldier when in the field. <b>10.1.2 Content</b> 10.1.2.0-1 The QRG must summarize, through text and illustrations, the mounting, set-up, operation and basic maintenance (troubleshooting) of the ISS-S. 10.1.2.0-2 The QRG must make reference to the ISS-S User Manual (UM) as the main reference for further details concerning the operation, maintenance, and systems management for the system. 10.1.2.0-3 The QRG must summarize EHS issues, including basic procedures for handling and disposing of such materials.		

## **10.2 ISS-S User Manual (UM)**

10.2.0-1 The UM must cover all ISS-S being procured and provide detailed information associated with the operation, care and maintenance, storage as well as personnel and equipment safety.

### **10.2.1 Format**

10.2.1.0-1 The UM must be bilingual English and French.

10.2.1.0-2 The English and French versions must be back to back and upside down to each other so that the one side begins with the English version and the other side begins with the French version.

10.2.1.0-3 The manual must have three hard covers:

10.2.1.0-3.0-1 The top (title) page of the manual must represent the cover (top) page of the English version of the manual;

10.2.1.0-3.0-2 The second hard cover must be a different colour from the top cover and must act as the divider of the English and French versions. This hard cover page must follow immediately after the content (last page) of the English version; and

10.2.1.0-3.0-3 The third hard cover must be the top (title) page of the French version.

10.2.1.0-4 The English and French cover sheets must bear the following:

10.2.1.0-4.0-1 DND document configuration number (to be provided by Canada) on the top right hand corner;

10.2.1.0-4.0-2 Picture of the applicable equipment;

10.2.1.0-4.0-3 Document title;

10.2.1.0-4.0-4 Item name (e.g. Basic ISS-S) and nomenclature;

10.2.1.0-4.0-5 NSN; and

10.2.1.0-4.0-6 Version Date.

### **10.2.2 Content**

10.2.2.0-1 The UM must cover all aspects associated with the operation, care and maintenance, storage as well as personnel and equipment safety of the ISS-S. As a minimum, the UM must address the following:

10.2.2.0-1.0-1 Brief technical description;

10.2.2.0-1.0-2 Data summary (e.g. specifications for the ISS-S and LRUs, if applicable);

10.2.2.0-1.0-3 ISS-S set-up and mounting procedures;

10.2.2.0-1.0-4 Description of controls;

10.2.2.0-1.0-5 Pre-use testing or inspection;

10.2.2.0-1.0-6 Operating procedures;

10.2.2.0-1.0-7 User maintenance and care, including user preventive maintenance, limited corrective maintenance and consumable replacements;

10.2.2.0-1.0-8 Basic diagnosis and/or fault finding;

10.2.2.0-1.0-9 Storage;

10.2.2.0-1.0-10 Safety, including personnel and equipment;

10.2.2.0-1.0-11 Hazardous material issues associated with the operation and care of the ISS-S, including the required procedures for handling and disposing of such materials;

10.2.2.0-1.0-12 Tools used for User maintenance; and

10.2.2.0-1.0-13 References to Technical Manual(s) (i.e. OEM COTS/Military Off The Shelf (MOTS) pubs required to do in-depth corrective maintenance).

10.2.2.0-2 The UM must be organized in the following manner:

10.2.2.0-2.0-1 The initial front sheets must contain:

10.2.2.0-2.0-1.0-1 Summation of all WARNING text contained in the document;

10.2.2.0-2.0-1.0-2 Summation of all CAUTION text contained in the document;  
10.2.2.0-2.0-1.0-3 "Safety Data" table containing a summation of all safety related issues;  
10.2.2.0-2.0-1.0-4 Table of Contents;  
10.2.2.0-2.0-1.0-5 List of Figures;  
10.2.2.0-2.0-1.0-6 List of Tables; and  
10.2.2.0-2.0-1.0-7 How To Use This Manual (general description of the manual organization etc.).

#### 10.2.2.0-2.0-2 Chapter 1 General Information

10.2.2.0-2.0-2.0-1 This chapter must include the following:

- 10.2.2.0-2.0-2.0-1.0-1 Equipment name and model numbers;
- 10.2.2.0-2.0-2.0-1.0-2 Purpose of equipment;
- 10.2.2.0-2.0-2.0-1.0-3 Manufacturer;
- 10.2.2.0-2.0-2.0-1.0-4 Nomenclature cross reference table (if required);
- 10.2.2.0-2.0-2.0-1.0-5 List of abbreviations; and
- 10.2.2.0-2.0-2.0-1.0-6 Picture of figure of the ISS-S.

#### 10.2.2.0-2.0-3 Chapter 2 Equipment Description

10.2.2.0-2.0-3.0-1 This chapter must include the following:

- 10.2.2.0-2.0-3.0-1.0-1 General Characteristics: weight, dimensions, size, performance etc.; and
- 10.2.2.0-2.0-3.0-1.0-2 Description of ISS-S components: insert a picture of the ISS-S with a table and an itemized listing of all components contents cross-referenced with the photo contents. Each itemized item must then be described at a high level.

#### 10.2.2.0-2.0-4 Chapter 3 Operating Instructions

10.2.2.0-2.0-4.0-1 This chapter must include the following:

- 10.2.2.0-2.0-4.0-1.0-1 Operating instructions for the various contents that comprise the ISS-S;
- 10.2.2.0-2.0-4.0-1.0-2 Tables showing operating modes vis-à-vis applicable equipment settings and remarks; and
- 10.2.2.0-2.0-4.0-1.0-3 Figures or photos to aid with the operation description (when necessary).

#### 10.2.2.0-2.0-5 Chapter 4 Equipment Set-Up and Interconnection Procedures

10.2.2.0-2.0-5.0-1 This chapter must include the following:

- 10.2.2.0-2.0-5.0-1.0-1 Details of how equipment is to be assembled/mounted for use for all configurations; and
- 10.2.2.0-2.0-5.0-1.0-2 Figures or photos to aid in procedure description (when necessary).

#### 10.2.2.0-2.0-6 Chapter 5 ISS-S Troubleshooting Procedures

#### 10.2.2.0-2.0-7 Chapter 6 ISS-S User Maintenance and Cleaning

#### 10.2.2.0-2.0-8 Removal and Installation of Parts

#### 10.2.2.0-2.0-9 Index

### 10.3 Technical Manuals

10.3.0-1 In order to minimize cost, the Contractor must make use of existing commercial or foreign government COTS/MOTS technical manual(s) for the specific sub-systems or component that make up the ISS-S. The Contractor must link the technical manual(s) to the UM.

10.3.0-2 All technical publications provided as existing commercial or foreign government off-the-

shelf manuals must be in both English and French, in one of the following formats: two (2) columns, facing pages or separate publication issues. They must meet the requirements of the current issue of C-01-100-100/AG-005.

10.3.0-3 If either the English or the French version is not available, the Contractor is responsible to translate into the second language and provide in commercial format. The contractor must certify that the technical content of the translated version is technically accurate. Certificates must be provided to this effect.

10.3.0-4 The rights that the Crown / DND has been granted under the Terms and Conditions of the applicable contract must be clearly marked on the front matter of the Publication.

#### **10.4 Newly written DND Manuals**

10.4.0-1 All new publications must be produced in both English and French.

10.4.0-2 The selected format must be in accordance with the current issue of C-01-100-100/AG-006. The contractor must certify that the technical content of the translated version is technically accurate.

10.4.0-3 The Contractor must validate the final English version of the Canadian Forces Technical Orders (CFTOs) for technical accuracy, appropriate security classification/designation and health and safety related issues (HAZMAT, WHMIS etc.).

10.4.0-4 The validated English language manuals must be available for Initial Cadre Training (ICT).

#### **10.5 Delivery**

10.5.0-1 A QRG must be issued with each ISS-S.

10.5.0-2 A UM must be issued with each ISS-S.

10.5.0-3 Technical manual(s) required to do advanced maintenance must be issued to maintenance facilities.

10.5.0-4 For each final publication produced or amended the Contractor must provide master read only files. Using the completed Master Document file(s), the Contractor must provide a Portable Document Format (PDF) file that must contain the complete publication (with changes incorporated as applicable). This file(s) is considered the "Master Read Only" file for printing/reproduction/viewing purposes. All pages contained in the PDF file must be oriented such that they do not require rotation when viewing. This file must contain "thumbnails" of each of the pages. The Master Read Only File is not a replacement for the Master Document files or the Master Image files. The Contractor must ensure that a quality check is done on the Read Only (PDF) file to verify that the content reflects the same content/formatting as the Master Document file and the Reproducible copy. The requirements for hyperlinks within the Read Only File must be specified on the individual task or tasks. In the case of changes, a second PDF file that contains only the changed sheets is also required.

10.5.0-5 The Contractor must provide the electronic files on CD-ROM written in accordance with ISO 9660. Files must not be compressed or zipped other than as specified herein. The CD-ROM must be clearly labelled with the NDID number, publication title, corresponding file number(s) and type, Contract number and task or requisition number.

10.5.0-6 Where applicable, the electronic files and hard copy technical publications must be delivered simultaneously.

10.5.0-7 For the English draft and the English Validated manuals, the Contractor must provide a soft copy in either MS Word or PDF format.

#### **10.6 Official Languages**

10.6.0-1 All bilingual technical publications must meet the official language requirements following the guidelines of A-LM-505-010/JS-001, Official Languages Requirements for Technical Documentation. All changes to bilingual publications must be translated and issued simultaneously.

10.6.0-2 The language quality of the translation must be consistent with and equivalent to the source text and must be suited to the typical user/technician's ability in the language (Refer to C-01-100-100/AG-006).

10.6.0-3 The Contractor must subject all translated material to the Translation Accuracy Check (TAC) process prior to the production of reproducible copy.

10.6.0-4 TAC must be carried out at the Contractor's facility.

10.6.0-5 The Contractor must be responsible for TAC when signing the Certificate of TAC, certifying the accuracy of the translated text.

### **10.7 Certificates**

10.7.0-1 Technical Publications must be accompanied by the following Certificates of Compliance (refer to C-01-100-100/AG-006, part 12, section 2):

10.7.0-1.0-1 Validation (DND 590) for submission to the TA;

10.7.0-1.0-2 TAC;

10.7.0-1.0-3 Reproducible Copy (DND 642); and

10.7.0-1.0-4 Compliance (DND 591).

### **10.8 Cover Page**

10.8.0-1 The Contractor must insert a CFTO cover page on all publications whether existing, revised or new.

## 4 CONFIGURATION MANAGEMENT

### 4.1 DID CM-101 Configuration Management Plan (CMP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Configuration Management Plan (CMP)	<b>2 Data Item Number</b> CM-101	
<b>3 Description / Purpose</b> 3.0-1 The Contractor's CMP describes the Contractor's CM program, how it is organized, how it will be conducted, and the methods, procedures and controls used to assure effective configuration identification, change control, status accounting, and audits of the total configuration, including hardware, software and firmware. The principal purpose is to provide the Crown a basis for review, evaluation, and monitoring of the CM program and its proposed components.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The CMP conforms to the following standards: 7.0-1.0-1 DND Standard D-01-002-007/SG-001 Part 5 - Requirements for the preparation of CMPs 7.0-1.0-2 MIL-STD-973 Configuration Management 7.0-1.0-3 ANSI/EIA 649A National Consensus Standard for CM		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The CMP must provide in one document all policies, procedures, organizational descriptions and scheduled events relating to CM. It must describe the configuration item (CI) or CIs to which it refers, the procedures for CM application, all CM tasks, CM participants and their roles. 10.0-2 The Contractor must continually update (maintain) it's CMP throughout the life of the contract. 10.0-3 The CMP must be prepared in the Contractor's format and must contain the following information. <b>10.1 Title Page</b> 10.1.0-1 The document must include a title page containing, as applicable: document number; volume number; version/revision indicator; security markings or other restrictions on the handling of the document; date; document title; name, abbreviation, and any other identifier for the system, subsystem, or item to which the document applies; Contract number; CDRL item number; organization for which the document has been prepared; name and address of the preparing organization; and distribution statement. For data in a database or other alternative form, this information must be included on external and internal labels or by equivalent identification methods. <b>10.2 Record of reviews and history</b> <b>10.3 Table of Contents</b> 10.3.0-1 The document must contain a table of contents providing the number, title, and page number of each titled paragraph, figure, table, and appendix. For data in a database or other		

alternative form, this information must consist of an internal or external table of contents containing pointers to, or instructions for accessing, each paragraph, figure, table, and appendix or their equivalents.

#### **10.4 Section 1 - Introduction**

10.4.0-1 Purpose and Scope

10.4.0-2 Description of the Configuration Items (CIs)

10.4.0-3 Special Features

10.4.0-3.0-1 Underlying assumptions

10.4.0-3.0-2 Strategy

10.4.0-4 Policies and Standards related to CM

10.4.0-5 Reference Documents

10.4.0-6 Definitions

10.4.0-7 Milestones

#### **10.5 Section 2 - Organization**

10.5.0-1 Project management structure

10.5.0-2 CM structure

10.5.0-2.0-1 CM personnel and respective responsibilities

10.5.0-2.0-2 Configuration control board; composition and duties/responsibilities

10.5.0-3 Subcontractor/vendor control;

#### **10.6 Section 3 - Configuration Management Procedures**

10.6-1 Configuration identification

10.6-1.0-1 CIs

10.6-1.0-2 Engineering release system

10.6-1.0-3 Engineering release record

10.6-1.0-4 Nomenclature

10.6-1.0-5 Documentation numbering

10.6-1.0-6 Hardware identification

10.6-1.0-7 Firmware identification

10.6-1.0-8 Software identification

10.6-1.0-8.0-1 Developmental configuration identification

10.6-1.0-9 Non-developmental item and commercial off-the-shelf

10.6-1.0-10 Functional baseline (FBL)

10.6-1.0-11 Allocated baseline (ABL)

10.6-1.0-12 Product baseline

10.6-2 Configuration control

10.6-2.0-1 Procedures

10.6-3 Configuration status accounting (CSA)

10.6-3.0-1 CSA capabilities

10.6-3.0-2 Database description

10.6-3.0-3 Database procedures

10.6-3.0-4 Reporting

10.6-4 Configuration audits

#### **10.7 Section 4 - Technical Reviews**

#### **10.8 Section 5 - Interface management**

10.8.0-1 Documentation

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10.8.0-2 Interface Control

**10.9 Section 6 - Technical Data Management**

10.9.0-1 TDMP

10.9.0-2 EIE

**10.10 Section 7 - Acquisition to OWSS Handover**

10.10.0-1 Transition of CM Responsibilities

10.10.0-2 Transfer of Information

10.10.0-3 Transition Plan

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## 4.2 DID CM-102 Engineering Change Proposal (ECP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Engineering Change Proposal (ECP)	<b>2 Data Item Number</b> CM-102	
<b>3 Description / Purpose</b> 3.0-1 Contractor request for authorization to make changes to the approved <b>product</b> baseline.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The ECP must conform to Mil-Std-973 Appendix D.		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> Figure 6 to Annex CC, Appendix 2	
<b>10 Preparation Instructions</b> 10.0-1 ECP must be provided using the ECP Template provided with this DID. 10.0-2 The ECP must fully describe and substantiate the engineering change required.		
<b>10.1 ECP Template Field Descriptions</b>		
<b>10.1.1 DATE</b> 10.1.1.0-1 (YY/MM/DD). Enter the submittal date of the ECP.		
<b>10.1.2 PROCURING ACTIVITY</b> 10.1.2.0-1 Project Code.		
<b>10.1.3 Block 1</b> 10.1.3.0-1 ORIGINATOR NAME AND ADDRESS. Enter name, address and contact information for Contractor authority submitting the ECP.		
<b>10.1.4 Block 2</b> 10.1.4.0-1 CLASS OF ECP. Enter the class of ECP either "Class I" or "Class II". Classifications of changes are determined in accordance with referenced paragraphs in Mil-Std-973: 10.1.4.0-1.0-1 Class I: Subject to Government Approval (Para. 5.4.2.2.1.). 10.1.4.0-1.0-2 Class II: Subject to Government Approval for Classification Only (Para. 5.4.2.4.). Info copy of completed Class II change provided to Canada.		
<b>10.1.5 Block 3</b> 10.1.5.0-1 JUSTIFICATION CODE. (Reference Mil-Std-973) 10.1.5.0-1.0-1 B - Interface 10.1.5.0-1.0-2 C - Compatibility 10.1.5.0-1.0-3 D - Deficiency 10.1.5.0-1.0-4 O - Operational or Logistics Support 10.1.5.0-1.0-5 P - Production Stoppage 10.1.5.0-1.0-6 R - Cost Reduction 10.1.5.0-1.0-7 S - Safety 10.1.5.0-1.0-8 V - Value Engineering		
<b>10.1.6 Block 4</b> 10.1.6.0-1 PRIORITY. Contractor recommendation for processing: 10.1.6.0-1.0-1 E - Emergency. Vital modification required to rectify a condition which may result in a serious hazard to personnel or equipment, or may seriously compromise national security. ECP to be actioned within 24 hours.		

10.1.6.0-1.0-2 U - Urgent. Urgent modification required to rectify a condition that results in degraded mission effectiveness. ECP to be actioned within 5 days.

10.1.6.0-1.0-3 R - Routine. ECP to be actioned within 30 days.

#### **10.1.7 Block 5**

10.1.7.0-1 ECP DESIGNATION. Model/Type. - Enter model or type designation of the CI for which this proposal is being filled out. For CSCIs enter the CSCI identification number.

10.1.7.0-2 CAGE Code. - CAGE Code for the activity originating the ECP.

10.1.7.0-3 System Designation. - The system or the top-level CI designation or nomenclature assigned by DND if known.

10.1.7.0-4 ECP No. - Format "ECP-Y-NNN"

10.1.7.0-4.0-1 Y - C (Contractor) or P (Project Office - Canada) indicating Originator

10.1.7.0-4.0-2 NNN - Serial number unique for each change

10.1.7.0-5 Type - P (Preliminary) or F (Formal)

10.1.7.0-6 Rev - Enter revision indicator to identify version

#### **10.1.8 Block 6**

10.1.8.0-1 BASELINE AFFECTED. Place an "X" in the box(es) according to the baseline(s) affected.

#### **10.1.9 Block 7**

10.1.9.0-1 OTHER SYS. CONFIG. ITEMS AFFECTED. Enter an "X" in the "yes" or "no" box as applicable to indicate whether there is an effect on other systems or CIs which will require the submittal of related Class I ECPs. Supply details in Blocks 25 and 27.

#### **10.1.10 Block 8**

10.1.10.0-1 SPECIFICATIONS AFFECTED. If specifications cited in the contract are affected by the ECP, their identity by the CAGE code of the design activity, document number, revision letter, and the Specification Change Notice (SCN) (or Notice of Revision (NOR)) number of the SCN (or NOR) being submitted with the ECP, must be entered.

#### **10.1.11 Block 9**

10.1.11.0-1 DRAWINGS AFFECTED. List all drawings or documents affected by the change. Copies of the drawings showing proposed changes must be submitted with the ECP in order to assess the impact of the change. Attach separate list as required.

#### **10.1.12 Block 10**

10.1.12.0-1 TITLE OF CHANGE. Enter a brief title to identify the component or system affected by the change. Include the WEAPON SYSTEM CODE OR DESIGNATION in block 10.a.

#### **10.1.13 Block 11**

10.1.13.0-1 CONTRACT No. AND LINE ITEM(S). Insert the contract number and identify reference areas of the contract, annexes, appendices and attachments, line item numbers etc., affected by the change.

#### **10.1.14 Block 12**

10.1.14.0-1 PROCURING CONTRACTING OFFICER. Enter the procuring contracting officer's name, code and telephone number applicable to the CI shown in block 13.

#### **10.1.15 Block 13**

10.1.15.0-1 CONFIGURATION ITEM NOMENCLATURE. Enter the Government assigned name and type designation, CSCI name and number if applicable, or authorized name and number of the CI(s) affected by the ECP.

#### **10.1.16 Block 14**

10.1.16.0-1 IN PRODUCTION. The "yes" box must be marked if deliveries have not been completed on the contract (s). The "no" box must be marked if the deliveries have been completed. This block is not

always applicable to software. If not applicable, so indicate.

**10.1.17 Block 15**

10.1.17.0-1 LOWEST ASSEMBLY AFFECTED. For hardware, an appropriate complete descriptive name of the CI must be given here without resorting to such terms as “Numerous bits and pieces”. The part number must also be entered. Additionally, applicable NSNs must be entered.

10.1.17.0-2 For CSCIs, enter the name and identifier of each lower level CI and computer software unit affected.

**10.1.18 Block 16**

10.1.18.0-1 DESCRIPTION OF CHANGE. The description of the proposed change must include the purpose and must be given in sufficient detail to adequately describe what is to be accomplished. It must be phrased in definitive language such that, if it is repeated in the contractual document authorizing the change, it will provide the authorization desired. A description as to which part of the item or system is being changed must be provided. Supplemental drawings and sketches must be provided to the extent necessary to clearly portray the proposed change. If the proposed change is an interim solution, it must be so stated. If additional space is needed, use continuation pages for details but provide an overview in this block. Information must be included as to whether the revision is a resubmission, replacing the existing ECP in its entirety, or provides change pages to the existing ECP.

**10.1.19 Block 17**

10.1.19.0-1 NEED FOR CHANGE. Provide an explanation of the need for the change and indicated the benefit to Canada (enhanced performance, range, reliability, maintainability, etc). The nature of the defect, failure, incident, malfunction, etc. substantiating the need for the change must be provided in detail.

**10.1.20 Block 18**

10.1.20.0-1 PRODUCTION EFFECTIVITY BY SERIAL NUMBER. For hardware, indicate the estimated date of when change will be incorporated on the production line. Also indicate the planned serial number or lot number of when the change will be implemented.

10.1.20.0-2 For CSCIs, identify the CSCI version number into which the change will be incorporated. Where applicable, the effectivity of the end item CI and vehicle (aircraft, tank, ship, etc.) into which the capability represented by the new version of the software is proposed to be incorporated must also be provided. If the impact of the ECP merits the release of a new software version, Block 18 of the ECP submittal must include a recommendation to this effect. Serial numbers may be used in lieu of version numbers if approved by the appropriate TA.

**10.1.21 Block 19**

10.1.21.0-1 EFFECT ON PRODUCTION DELIVERY SCHEDULE. Indicated the production delivery schedule for items incorporating the change and identify if the change is a variance from the current established production and delivery schedule. If there will be no effect on the delivery schedule, so state.

**10.1.22 Block 20**

10.1.22.0-1 RETROFIT. Applicable when the change must be accomplished in accepted items by retrofit.

10.1.22.0-1.0-1 a. RECOMMENDED ITEM EFFECTIVITY. Indicate the lot numbers or serial numbers of the item(s) to be retrofitted as a result of the change.

10.1.22.0-1.0-2 b. SHIP/VEHICLE CLASS AFFECTED. When the delivered CI is installed in one or more ship/vehicle classes, enter the identification of such classes. Not applicable when ECP Short Form procedure is specified by contract.

10.1.22.0-1.0-3 c. ESTIMATED KIT DELIVERY SCHEDULE. State estimated kit delivery schedule by quantity and date. When special tooling for retrofit is required for Government use, reference an enclosure in Block 20.b on which is specified the dates of availability of tools, jigs, and test equipment

required in conjunction with the kits to accomplish the change.

10.1.22.0-1.0-4 d. LOCATIONS OR SHIP/VEHICLE NUMBERS AFFECTED. State the location(s) at which retrofit is to be accomplished. If retrofit is to be accomplished in ships (or in vehicles for which the serial numbers are not shown in Block 23), enter the ship hull numbers (or vehicle numbers). Not applicable when ECP Short Form procedure is specified by contract.

10.1.22.0-1.0-5 e. For CSCI'S, this block must apply if the change is part of a hardware or equipment change and implementation of the CSCI change is per a hardware retrofit schedule, or the fielded version of the software is to be replaced. If the CSCI change is part of a larger hardware or equipment change and incorporation of the CSCI change is per a hardware retrofit schedule, that information will be included here either directly or by reference.

**10.1.23 Block 21**

10.1.23.0-1 ESTIMATED COSTS/SAVINGS UNDER CONTRACT. Indicate the total estimated costs/savings of the ECP on the contract.

**10.1.24 Block 22**

10.1.24.0-1 ESTIMATED NET TOTAL COSTS/SAVINGS. Indicate the total estimated costs/savings impact on the basic and all related ECPs, including other costs/savings to the Government. Not applicable when ECP short form procedures are specified by contract.

**10.1.25 Block 23**

10.1.25.0-1 SUBMITTING ACTIVITY AUTHORIZED SIGNATURE. An authorized official of the activity entered in the PROCURING ACTIVITY Block must sign this block and provide title in Block 23b. This indicates the ECP has the official sanction of the submitting activity.

**10.1.26 Block 24**

10.1.26.0-1 This block is for use by the Government. [Note: The Contract Administration Office will review all engineering changes. It will recommend approval or disapproval of Class I ECPS by marking Block 24.a and completing Block 24.d. It will concur or not concur in the classification of Class II engineering changes by marking Block 24.c accordingly and by completing Block 24.d, e and f. When the Government requires approval of Class II engineering changes prior to contractor implementation, the designated approval activity will mark Block 24.b accordingly and will complete Block 24d. For Class I ECPS, the Government contracting officer will mark Block 24.g accordingly and will complete Blocks 24.h, i and j.

**10.1.27 ECP (page 2 of 6)**

10.1.27.0-1 EFFECTS ON FUNCTIONAL/ALLOCATED CONFIGURATION IDENTIFICATION. This page is to be completed only if the proposed change affects the system specification or the item development specification(s). If a separate product function specification is used, effects on such specification of changes proposed after the PBL has been established must be described either on Page 3 of the ECP form or on enclosures referenced thereon.

**10.1.28 Block 25**

10.1.28.0-1 OTHER SYSTEMS AFFECTED. Insert data if Block 7 is checked "yes".

**10.1.29 Block 26**

10.1.29.0-1 OTHER CONTRACTORS/ACTIVITIES AFFECTED. Identify other contractors or government activities which will be affected by this engineering change.

**10.1.30 Block 27**

10.1.30.0-1 CONFIGURATION ITEMS AFFECTED. Enter the names and numbers of all CIs, maintenance and operator training equipment, and support equipment affected.

**10.1.31 Block 28**

**10.1.31.0-1 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.

**10.1.32 Block 29**

**10.1.32.0-1 EFFECTS ON EMPLOYMENT, INTEGRATED LOGISTICS SUPPORT, TRAINING, OPERATIONAL EFFECTIVENESS OR SOFTWARE.** For 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 must be an entry detailing any effect on interoperability.

**10.1.32.0-2** For CSCIS, the following information must be entered as applicable to the degree of design development of the CSCI at the time of ECP submission:

10.1.32.0-2.0-1 Identify any required changes to the data base parameters or values, or to data base management procedures;

10.1.32.0-2.0-2 Identify and explain any anticipated effects of the proposed change on acceptable computer operating time and cycle-time utilization;

10.1.32.0-2.0-3 Provide an estimate of the net effect on computer software storage; and

10.1.32.0-2.0-4 Identify and explain any other relevant impact of the proposed change on utilization of the system.

**10.1.33 Block 30**

**10.1.33.0-1 EFFECTS ON CONFIGURATION ITEM SPECIFICATIONS.** The effect of the proposed change on performance must be described in quantitative terms as it relates to the parameters contained in the CI development specifications.

**10.1.34 Block 31**

**10.1.34.0-1 DEVELOPMENTAL REQUIREMENTS AND STATUS.** For 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 reaccomplished), the nature of the new development program must be described in detail, including the status of programs already begun.

**10.1.34.0-2** For CSCIS, the contractor must identify the scheduled sequence of computer software design and test activities which will be required. ECPS initiated after preliminary design which affects the FBL and/or the 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 must also be detailed.

**10.1.35 Block 32**

**10.1.35.0-1 TRADE-OFFS AND ALTERNATIVE SOLUTIONS.** A summary of the various solutions considered must be included with an analysis showing the reasons for adopting the solution proposed by the ECP.

**10.1.36 Block 33**

**10.1.36.0-1 DATE BY WHICH CONTRACTUAL AUTHORITY IS NEEDED.** Enter the date contractual authority will be required in order to maintain established schedule.

**10.1.37 ECP (page 3 of 6)**

**10.1.37.0-1 EFFECTS ON PRODUCT CONFIGURATION IDENTIFICATION, LOGISTICS AND OPERATIONS.** Certain information required this page may have been required on pages 1 and 2 or does not apply to computer software. When such information has already been supplied, a cross-reference to

such information will be adequate.

10.1.37.0-1.0-1 For hardware, if any specific logistic interoperability factors are affected, the contractor must provide information detailing the possible impact on the operational configuration on an attached page.

10.1.37.0-1.0-2 For CSCIs, the software engineering and test environments are usually not affected by changes in the product configuration of a CSCI. In Block 39, the Contractor must provide information about the status of the software redesign and retesting effort. There must also be a review of the intent of Blocks 37, 38, 42, 43, 44 and 46, to document CSCI impacts in these areas.

#### **10.1.38 Block 34**

10.1.38.0-1 EFFECT ON PRODUCT CONFIGURATION IDENTIFICATION OR CONTRACT. The effects on the approved CI product specifications must be described by reference to the SCNs, NORs or other enclosure(s) which cover such proposed text changes in detail. The effects on performance, weight, moment, etc., which are covered in the enclosure(s), must be indexed by proper identification adjacent to the factor affected. The effects on drawings, when not completely covered on Page 1, must be described in general terms by means of a referenced enclosure. Such enclosure may consist of a list of enclosed NORs if submittal of an NOR for each drawing affected is a requirement of the contract. Indicate any technical data submittal which is not provided for in the CDRL by means of a referenced enclosure. Address nomenclature change when applicable.

#### **10.1.39 Block 35**

10.1.39.0-1 EFFECT ON INTEGRATED LOGISTICS SUPPORT (ILS) ELEMENTS. The effects of the engineering change on logistic support of the item must be indicated by checking the appropriate boxes. These effects must be explained in detail on an enclosure indexed by appropriate identification adjacent to the subject under discussion. The information required must indicate the method to be used to determine the integrated logistic support plans and items which will be required for the support of the new configuration as well as retrofitting previously delivered items to the same configuration. The following must be covered as applicable:

10.1.39.0-1.0-1 Effects on schedule and content of the ILS plan.

10.1.39.0-1.0-2 Effect on maintenance concept and plans for the levels of maintenance and procedures.

10.1.39.0-1.0-3 LSA tasks to be accomplished and LSA data requiring update wherever it exists in the contract.

10.1.39.0-1.0-4 Extension/revision of the interim support plan.

10.1.39.0-1.0-5 Spares and repair parts that are changed, modified, obsolete or added, including detailed supply data for interim support spares. (Failure to include detailed supply data will delay ECP processing).

10.1.39.0-1.0-6 Revised or new technical manuals.

10.1.39.0-1.0-7 Revised or new facilities requirements and site activation plan.

10.1.39.0-1.0-8 New, revised, obsolete or additional support equipment (SE), test procedures and software. For items of SE and trainers which require change, furnish a cross reference to the related ECPS, and for any related ECP not furnished with the basic ECP, furnish a brief description of the proposed change(s) in SE and trainers.

10.1.39.0-1.0-9 Qualitative and quantitative personnel requirements data which identify additions or deletions to operator manpower in terms of personnel skill levels, knowledge and numbers required to support the CI as modified by the change.

10.1.39.0-1.0-10 New operator training requirements in terms of training equipment, trainers and training software for operator courses. This information must include identification of specific courses,

equipment, technical manuals, personnel, etc. required to set up the course at either the contractor or Government facility.

10.1.39.0-1.0-11 Qualitative and quantitative personnel requirements data which identify additions or deletions to maintenance manpower in terms of personnel skill levels, knowledge and numbers required to support the CI as modified by the change.

10.1.39.0-1.0-12 New maintenance training requirements in terms of training equipment, trainers and training software for maintenance courses. This information must include identification of specific courses, equipment, technical manuals, personnel, etc. required to set up the course at either the contractor or Government facility.

10.1.39.0-1.0-13 Any effect on contract maintenance that increases the scope or dollar limitation established in the contract.

10.1.39.0-1.0-14 Effects on packaging, handling, storage, and transportability resulting from changes in materials, dimensions, fragility, inherent environmental or operating conditions.

#### **10.1.40 Block 36**

10.1.40.0-1 EFFECT ON OPERATIONAL EMPLOYMENT. The effects of the engineering change of CI utilization must be indicated by checking the appropriate factors and providing details by enclosures. Quantitative values must be used whenever practicable but are required when reliability and service life are impacted. Survivability includes nuclear survivability.

#### **10.1.41 Block 37**

10.1.41.0-1 OTHER CONSIDERATIONS. The effects of the proposed engineering change on the following must be identified on an enclosure indexed by appropriate identification adjacent to the factor affected:

10.1.41.0-1.0-1 Interfaces having an effect on adjacent or related items (output, input, size, mating connections, etc.)

10.1.41.0-1.0-2 GFE or GFI changed, modified or obsolete.

10.1.41.0-1.0-3 Physical constraints. Removal or repositioning of items, structural rework, increase or decrease in overall dimensions.

10.1.41.0-1.0-4 Software (other than operational, maintenance, and training software) requiring a change to existing code and/or, resources or addition of new software.

10.1.41.0-1.0-5 Rework required on other equipment not included previously which will effect the existing operational configuration.

10.1.41.0-1.0-6 Additional or modified system test procedures required.

10.1.41.0-1.0-7 Any new or additional changers having an effect on existing warranties or guarantees.

10.1.41.0-1.0-8 Changes or updates to the parts control program.

10.1.41.0-1.0-9 Effects on life cycle cost projections for the configuration item or program, including projections of operation and support costs/savings for the item(s) affected over the contractually defined life and projections of the costs/savings to be realized in planned future production and spares buys of the item(s) affected.

#### **10.1.42 Block 38**

10.1.42.0-1 ALTERNATE SOLUTIONS. A summary of the various alternative solutions considered, including the use of revised operation or maintenance procedures, revised inspection or servicing requirements, revised part replacement schedules, etc., must be included. The contractor must 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 contractor's analysis addresses new concepts or new technology, supporting data (to include LSA if

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

**10.1.43 Block 39**

10.1.43.0-1 DEVELOPMENTAL STATUS. When applicable, the contractor must 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 must include the test objective and test vehicle(s) to be used. The contractor must indicate the development status of the major items of GFE which will be used in conjunction with the change and the availability of the equipment in terms of the estimated production incorporation point.

**10.1.44 Block 40**

10.1.44.0-1 RECOMMENDATIONS FOR RETROFIT. When applicable, the contractor must make recommendations for retrofit of the engineering change into accepted items with substantiating data, any implications thereto, and a brief description of the action required. Where retrofit is not recommended, an explanation of this determination must be provided. Reference must be made to any enclosure required to state recommended retrofit effectivity (See Block 20a).

**10.1.45 Block 41**

10.1.45.0-1 WORK-HOURS PER UNIT TO INSTALL RETROFIT KITS. Complete blocks 40.a through 40.d to show the amount of work which must be programmed for various activities to install retrofit kits. Estimate work-hours to install retrofit kits when weapon system is undergoing overhaul.

**10.1.46 Block 42**

10.1.46.0-1 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.

**10.1.47 Block 43**

10.1.47.0-1 THIS CHANGE MUST BE ACCOMPLISHED. Where previously approved engineering changes must be incorporated in a specific order in relation to the proposed change, such order must be specified.

**10.1.48 Block 44**

10.1.48.0-1 IS CONTRACTOR FIELD SERVICE ENGINEERING REQUIRED? Check applicable box. If "yes", attach proposed program for contractor participation.

**10.1.49 Block 45**

10.1.49.0-1 OUT OF SERVICE TIME. Estimate the total time period from removal of the equipment from operational service until equipment will be returned to operational status after being retrofitted.

**10.1.50 Block 46**

10.1.50.0-1 EFFECT OF THIS ECP AND PREVIOUSLY APPROVED ECPs ON ITEM. The contractor must summarize the cumulative effect upon performance, weight, electrical load, etc., of this ECP and previously approved ECPS when design limitations are being approached or exceeded. Consequences of ECP disapproval may be stated in this block or in a referenced enclosure.

**10.1.51 Block 47**

10.1.51.0-1 DATE CONTRACTUAL AUTHORITY NEEDED FOR. The contractor must provide the date by which contractual authority to proceed is needed to maintain the estimated effectiveness specified in the ECP and to provide concurrent ILS and logistics support item deliveries. The contractor must consider the targets for decision allowing additional time for review, mailing, and other incidental handling and processing requirements.

**10.1.52 ECP (page 4 of 6)**

10.1.52.0-1 Page 4 is intended as the summary of the estimated net total cost/savings impact of a single ECP. In blocks 48.a through d, each cost factor associated with the ECP must be considered as to whether

such cost or portion thereof under the subject contract is recurring or nonrecurring. Enter cost/savings in columns 1 and 4, as applicable, using entries in the “unit” and “quantity” columns when appropriate. Savings must be enclosed with parentheses. Other costs/savings to the Government resulting from approval of this ECP must be entered in column 6 to the extent these costs can be determined by the contractor. This estimate of cost impact will be used for planning purposes and for a cost reduction or VE ECP analysis as to the net saving that would result. Firm cost proposals must be submitted, together with the appropriate cost breakdown.

**10.1.53 Block 48**

10.1.53.0-1 ESTIMATED NET TOTAL COST IMPACT. (Use parentheses for savings).

**10.1.53.1 Block 48.a**

10.1.53.1.0-1 PRODUCTION COSTS/SAVINGS. Enter the estimate of costs/savings applicable to production of the CI resulting from incorporation of the change. Show redesign costs for the CI at the line titled “engineering, engineering data revisions” when the item is in production. Enter the projected life cycle costs/savings applicable to the planned production and spares buys of the item that are not yet on contract on the CONFIGURATION ITEM/CSCI line in column 6. Enter the subtotal of production costs (both nonrecurring and recurring) in the fifth column.

**10.1.53.2 Block 48.b**

10.1.53.2.0-1 RETROFIT COSTS. Enter the estimate of costs applicable to retrofit of the item, including installation and testing costs. When Government personnel accomplish, or are involved in, the installation and/or testing activities, the estimated costs must be entered in column 6 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 GFE and subsequent testing also must be shown. Enter the subtotal of retrofit costs in the fifth column. If some or all of the retrofit activities and costs will have to be deferred and placed on contract at a future date, show that deferred portion of the cost applicable to each line of Block 51b in column 6.

**10.1.53.3 Block 48.c**

10.1.53.3.0-1 INTEGRATED LOGISTICS SUPPORT COSTS/SAVINGS. Enter the estimated cost of the various elements of ILS applicable to the item covered by the ECP. On the line titled “interim support,” estimated costs must be entered based upon the period of time between initial installation/operation of the item (aircraft, tank, etc.) as modified by the ECP and Government attainment of support capability. Such “interim support” costs must include costs estimates of contractor recommended/provided spares and repair parts, special support equipment, training equipment and personnel training program. On the line titled “maintenance manpower” must be entered the estimated costs/ savings for the contracted maintenance support for the remainder of existing maintenance contracts. Enter the subtotal of ILS costs/savings in column 5. Enter the operation and support portion of the life cycle cost/savings on the subtotal line in column 6.

**10.1.53.4 Block 48.d**

10.1.53.4.0-1 OTHER COSTS/SAVINGS. If there are other costs under the contract which do not fall under the production, retrofit or ILS headings, enter the total of such costs in Block 48.d, column 5. If there are other costs to the Government which do not fall under the production, retrofit or ILS headings or under Block 48.g, “coordination changes by Government”, enter the total of such costs in Block 48.d, column 6.

**10.1.53.5 Block 48.e**

10.1.53.5.0-1 SUBTOTAL COSTS/SAVINGS. Enter the subtotals of columns 1, 4, 5, and 6 on this line. The subtotal in column 5 must be the sum of columns 1 and 4. This subtotal under the contract then must be entered on the line so titled in column 6 and on Page 1, Block 21.

**10.1.53.6 Block 48.f**

10.1.53.6.0-1 COORDINATION OF CHANGES WITH OTHER CONTRACTORS. This term applies to interface changes to items other than GFE, and changes to GFE being covered under 48.b. If such coordination changes are covered by related ECPs, the estimated costs thereof must be entered in Block 48.f, when available.

**10.1.53.7 Block 48.g**

10.1.53.7.0-1 COORDINATION CHANGES BY GOVERNMENT. Enter in this block an estimate of the cost to the Government of interface changes which must be accomplished in delivered items (aircraft, ships, facilities, etc.) to the extent such costs are not covered in Block 48.b.

**10.1.53.8 Block 48.h**

10.1.53.8.0-1 ESTIMATED NET TOTAL COSTS/SAVINGS. Enter the sum of all costs/savings in column 6 and block 22 on page 1.

**10.1.54 ECP (HARDWARE) (page 5 of 6)**

10.1.54.0-1 Required only with hardware related ECPs.

**10.1.55 Block 49**

10.1.55.0-1 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 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.

**10.1.56 ECP (SOFTWARE) (page 6 of 6)**

10.1.56.0-1 Required only with software related ECPs.

**10.1.57 Block 50**

10.1.57.0-1 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.

RFP - N° de la DP W8476-112965/B	Amendment No. - N° de la modif.	Buyer ID - Id de l'acheteur 004RA
Client Reference No. - N° de réf. du client W8476-112965	File No. - N° du dossier 004RA W8476-112965	Volume 3, Annex CC, Appendix 2

### 4.3 DID CM-103 Request for Deviation (RFD)/Request for Waiver (RFW)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Request for Deviation (RFD)/Request for Waiver (RFW)	<b>2 Data Item Number</b> CM-103	
<b>3 Description / Purpose</b> 3.0-1 A RFD describes a proposed (prior to manufacture) departure from configuration documentation for a specific number of units or for a specified period of time. A RFD enables the Crown to determine the impact on performance, operational readiness, logistics support or other affected areas. Normally, for the units affected, the different configuration will be permanent. 3.0-2 A RFW is used to obtain authorization to deliver non-conforming material which does not meet the prescribed configuration documentation but is suitable for use "as is" or after repair. A RFW enables the Crown to evaluate and authorize acceptance of an item not conforming to contractual requirements.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The RFD and RFW must conform to MIL-STD 973 Appendix E.		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> Figure 7 to Annex CC, Appendix 2	
<b>10 Preparation Instructions</b> 10.0-1 Format and Content - Contractor format is acceptable. Content must be in accordance with Appendix E of MIL-STD-973. 10.0-2 The RFD/RFW must fully describe and substantiate the request. <b>10.1 RFD/RFW Template Field Descriptions</b> <b>10.1.1 Block 1</b> 10.1.1.0-1 DATE (YY/MM/DD). Enter the submittal date of the RFD/RFW. <b>10.1.2 Block 2</b> 10.1.2.0-1 Procuring Activity Number. <b>10.1.3 Block 3</b> 10.1.3.0-1 Department of Defense Activity Address Code (DODAAC). Enter the DODAAC of the procuring activity. <b>10.1.4 Block 4</b> 10.1.4.0-1 Originator name and address. Enter name, address and contact information for authority submitting the RFD/RFW. <b>10.1.5 Block 5</b> 10.1.5.0-1 DEVIATION or WAIVER. Enter an "X" in the appropriate box. <b>10.1.6 Block 6</b> 10.1.6.0-1 CLASSIFICATION: Enter an "X" in the appropriate box. 10.1.6.0-1.0-1 Minor: The deviation / waiver consists of a departure which does not involve the factors listed for Major or Critical. 10.1.6.0-1.0-2 Major: The deviation / waiver consists of a departure involving (a) health, (b) performance, (c) interchangeability, reliability, survivability, maintainability, or durability of the item or its repair parts; (d) effective use or operation; (e) weight and size; or (6) appearance (when a factor). 10.1.6.0-1.0-3 Critical: The deviation / waiver consists of a departure involving safety.		

### **10.1.7 Block 7**

10.1.7.0-1 Designation for DEVIATION / WAIVER

#### **10.1.7.0-1.1 Block 7.a**

10.1.7.0-1.1.0-1 Model/Type. Enter model or type designation of the CI for which this request is being submitted. For CSCIs, enter the CSCI identification number.

#### **10.1.7.0-1.2 Block 7.b**

10.1.7.0-1.2.0-1 CAGE Code. Enter the CAGE code for the activity originating the deviation/waiver.

#### **10.1.7.0-1.3 Block 7.c**

10.1.7.0-1.3.0-1 System designation. The system or top level CI designation or nomenclature assigned by the Government must be entered, if known.

#### **10.1.7.0-1.4 Block 7.d**

10.1.7.0-1.4.0-1 Deviation/Waiver number.

10.1.7.0-1.4.0-1.0-1 No. - Format "AAA-Y-NNN"

10.1.7.0-1.4.0-1.0-2 AAA = RFD or RFW (Deviation or Waiver)

10.1.7.0-1.4.0-1.0-3 Y = C (Contractor) or P (Project Office - Gov) indicating Originator.

10.1.7.0-1.4.0-1.0-4 NNN = Serial number unique for each Request

### **10.1.8 Block 8**

10.1.8.0-1 Configuration baseline affected. Check the applicable box for the affected baseline.

### **10.1.9 Block 9**

10.1.9.0-1 Other system/configuration affected. Check applicable box. If yes, provide summary data in block 20.

### **10.1.10 Block 10**

10.1.10.0-1 TITLE OF DEVIATION / WAIVER. Enter a brief descriptive title of the deviation or waiver.

### **10.1.11 Block 11**

10.1.11.0-1 CONTRACT NUMBER AND LINE ITEM. Insert the contract number and identify reference areas of the Contract, Annexes, Appendices and Attachments, Line Item Numbers etc. affected by the deviation / waiver.

### **10.1.12 Block 12**

10.1.12.0-1 PROCURING CONTRACT OFFICER. Enter the name and Phone number for the Contractor's procuring contract officer applicable to the item(s) in Block 9.

### **10.1.13 Block 13**

10.1.13.0-1 Configuration item nomenclature. Enter the Government assigned name and type designation, if applicable, or authorized name and number of the CI to which the deviation or waiver will apply.

### **10.1.14 Block 14**

10.1.14.0-1 Classification of Defect (CD).

#### **10.1.14.1 Block 14.a**

10.1.14.1.0-1 CD number. Enter the CD # assigned if applicable.

#### **10.1.14.2 Block 14.b**

10.1.14.2.0-1 Defect number. If a CD applies, enter the defect number (s) which correspond(s) with the characteristic(s) from which an authorized deviation or waiver is desired.

#### **10.1.14.3 Block 14.c**

10.1.14.3.0-1 Defect classification. If a CD applies, check the box which states the proper classification of the defect number (s) entered in block 14.b.

### **10.1.15 Block 15**

10.1.15.0-1 Name of lowest part/assembly affected. Give an appropriate descriptive name of the part (s)

without resorting to such terms as “Numerous bits and pieces”.

**10.1.16 Block 16**

10.1.16.0-1 Part number or type designation. Enter the part number(s) of part(s) named in Block 15 or type designation/nomenclature if applicable.

**10.1.17 Block 17**

10.1.17.0-1 EFFECTIVITY. If lot numbers have been assigned, enter the number(s) applicable to the lot(s) for which the deviation / waiver is being requested. Lot may also be defined by serial numbers of the affected items.

**10.1.18 Block 18**

10.1.18.0-1 Recurring deviation/waiver. Show whether the same deviation or waiver has been requested and approved previously by placing an “X” in the proper box. If “yes,” reference the previous correspondence, the request number, and corrective action to be taken in Block 24. In addition, if yes, provide rationale why recurrence was not prevented by previous corrective action and/or accomplished design change.

**10.1.19 Block 19**

10.1.19.0-1 EFFECT ON COST / PRICE. Enter the estimated reduction or price adjustment. If no change, so state with rationale. The request for deviation or waiver must include the specific consideration that will be provided to the Government if this “non-conforming” unit(s) is accepted by the Government.

**10.1.20 Block 20**

10.1.20.0-1 EFFECT ON DELIVERY SCHEDULE. State the effects on the contract delivery schedule that will result from both approval and disapproval of the request for deviation or waiver.

**10.1.21 Block 21**

10.1.21.0-1 Effect on integrated logistics support, interface or software. If the deviation / waiver have an impact on integrated logistics support or the interface, describe the effects in an enclosure and reference the enclosure in this block. Attach additional documentation as required and reference those enclosures in the block.

**10.1.22 Block 22**

10.1.22.0-1 DESCRIPTION OF DEVIATION / WAIVER. Describe the nature of the proposed departure from the technical requirements. Marked drawings for the systems / sub-systems must be included when necessary to provide a better understanding of the deviation / waiver.

**10.1.23 Block 23**

10.1.23.0-1 NEED FOR DEVIATION / WAIVER. Provide an explanation of why it is impossible or unreasonable to comply with the configuration documentation within the specified delivery schedule. Include an explanation why a deviation or waiver is proposed in lieu of a permanent design change.

**10.1.24 Block 24**

10.1.24.0-1 CORRECTIVE ACTION TAKEN. Describe action being taken to correct non-conformance to prevent a future occurrence.

**10.1.25 Block 25**

10.1.25.0-1 SUBMITTING ACTIVITY. Print the name of the individual authorized to submit the Deviation / Waiver and have the Deviation / Waiver signed and dated.

**10.1.26 Block 26**

10.1.26.0-1 APPROVAL / DISAPPROVAL. To be completed and signed by the Government Authority authorized to make the decision on the acceptance or rejection of the deviation / waiver.

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#### 4.4 DID CM-104 Specification Change Notice (SCN)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Specification Change Notice (SCN)	<b>2 Data Item Number</b> CM-104	
<b>3 Description / Purpose</b> 3.0-1 The SCN is used to transmit and record changes to specification(s). The SCN is used to delineate the exact change(s) in a specification that will be distributed to users when the SCN is approved.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The SCN must conform to Mil-Std 973 Appendix F. 7.0-2 The SCN refers to the DLA Cataloguing Handbook H4/H8.		
<b>8 Originator</b> ISSP PMO CM	<b>9 Applicable Forms</b> Figure 8 to Annex CC, Appendix 2	
<b>10 Preparation Instructions</b> 10.0-1 Format and Content - Contractor format is acceptable. Content must be in accordance with Appendix F of MIL-STD-973. 10.0-2 The SCN must fully describe the changes. 10.0-3 The following information must be included and detailed: <b>10.0-3.1 Block 1</b> 10.0-3.1.0-1 Date. Enter the submittal date of the SCN. <b>10.0-3.2 Block 2</b> 10.0-3.2.0-1 Procuring Activity Number. <b>10.0-3.3 Block 3</b> 10.0-3.3.0-1 DODAAC. <b>10.0-3.4 Block 4</b> 10.0-3.4.0-1 Originator name and address. <b>10.0-3.5 Block 5</b> 10.0-3.5.0-1 SCN Type. Indicate by an "X" in the appropriate block if this is a proposed SCN. If the SCN is being submitted to the Government for final technical approval, prior to distribution according to the contract, both blocks must be left blank. The approved block will be marked by the Government upon approval/contractual implementation. <b>10.0-3.6 Block 6</b> 10.0-3.6.0-1 CAGE Code. Enter the CAGE Code of the design activity for the specification identified in Block 7. DLA Cataloguing Handbook H4/H8 contains these codes. <b>10.0-3.7 Block 7</b> 10.0-3.7.0-1 Specification Number. Enter the identification number, including revision letter, of the specification being changed. <b>10.0-3.8 Block 8</b> 10.0-3.8.0-1 CAGE Code. Enter the CAGE code of the activity preparing the SCN. <b>10.0-3.9 Block 9</b> 10.0-3.9.0-1 SCN Number. Enter the identification number for the SCN being submitted. SCN numbers are issued sequentially for each specification and revision, starting with the number "1".		

**10.0-3.10 Block 10**

10.0-3.10.0-1 System Designation. Enter the type, model, series (or the nomenclature number) for the system (or major item of equipment, if it is not a system) affected.

**10.0-3.11 Block 11**

10.0-3.11.0-1 Related ECP number. Enter the complete ECP number (including dash numbers and revisions) that identifies the related engineering change.

**10.0-3.12 Block 12**

10.0-3.12.0-1 Contract number. Enter the complete contract number(s) affected by this SCN, if applicable.

**10.0-3.13 Block 13**

10.0-3.13.0-1 Contractual authorization. There must be no entry in this block on a proposed SCN. For the approved SCN only, enter the number of the contract modification document used to contractually implement the change. If a unilateral change order is utilized for initial authorization, its number must be entered in this block.

**10.0-3.14 Block 14**

10.0-3.14.0-1 Configuration item nomenclature. Enter the nomenclature (name and number) of the CI affected by the change. Normally this will be different than block 10.

**10.0-3.15 Block 15**

10.0-3.15.0-1 Effectivity.

10.0-3.15.0-1.0-1 For hardware, enter the serial numbers of the items for which this SCN is effective. Usually this will include the applicable production line items plus items approved for a retrofit or modification program.

10.0-3.15.0-1.0-2 For CSCIS, enter the revision or version of the CSCIS to which the change applies. If a new version is warranted by the incorporation of this ECP, the new version number must be entered here.

**10.0-3.16 Block 16**

10.0-3.16.0-1 Pages affected by this SCN. The entries in this section must provide information about the pages affected by the SCN being submitted. Enter a listing of all pages being changed by this SCN and indicate whether the pages are being superseded or added (by entering an "S" or an "A" in the column) or deleted (by printing the word "deleted" after the page numbers so affected). A separate line must be used for each category of page change. Once the SCN has been approved by the Government, enter the approval date (from Block 18) in this block.

**10.0-3.17 Block 17**

10.0-3.17.0-1 Summary of previously changed pages.

**10.0-3.17.1 Block 17.a**

10.0-3.17.1.0-1 SCN number. For all SCNS previously submitted, enter the identification number of each SCN starting with SCN number 1 at the top of the column.

**10.0-3.17.2 Block 17.b**

10.0-3.17.2.0-1 Related ECP number. Enter the identification number (including revision designator and dash numbers) of each ECP affected by each previously issued SCN against this specification revision.

**10.0-3.17.3 Block 17.c**

10.0-3.17.3.0-1 Pages. List the pages changed by each previously issued SCN against this specification. A separate line must be used for each category of page change.

**10.0-3.17.4 Block 17.d**

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10.0-3.17.4.0-1 Date submitted. For a proposed SCN, enter the submittal date for each previously submitted SCN opposite the appropriate SCN number in Block 17. For the approved SCN, enter the submitted date for each previously submitted SCN that has been approved opposite the appropriate SCN number in Block 17.

**10.0-3.17.5 Block 17.e**

10.0-3.17.5.0-1 Type of change. Indicate whether the pages are being superseded or added (by entering an "S" or an "A" in the column).

**10.0-3.17.6 Block 17.f**

10.0-3.17.6.0-1 Approval date. For each approved SCN previously submitted, enter its approval date on the same line as the SCN number in Block 17.

**10.0-3.18 Block 18**

10.0-3.18.0-1 Government activity. The Government contracting officer, or a duly appointed representative, will affix an approval signature and the date in this block, and will mark an "X" in the approved box, to designate approval of the SCN. The signature denotes technical concurrence with the contents of the Form and attached change pages. When Block 18 has been signed and the approved box has been marked, the status of the SCN changes from a proposed SCN to an approved SCN.

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#### 4.5 DID CM-105 Notice of Revision (NOR)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Notice of Revision (NOR)	<b>2 Data Item Number</b> CM-105	
<b>3 Description / Purpose</b> 3.0-1 A NOR depicts changes that must be made to technical documentation (drawings, associated lists, or other applicable documents) controlled by another contractor or Government agency following approval of an ECP. 3.0-2 A NOR is used to direct the custodian of each drawing, associated list, or other applicable document(s) to make the required documentation changes.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The NOR follows the approval of an ECP. 7.0-2 The NOR must conform to Mil-Std 973, Appendix G.		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> Figure 9 to Annex CC, Appendix 2	
<b>10 Preparation Instructions</b> 10.0-1 Format and Content - Contractor format is acceptable. Content must be in accordance with Appendix G of MIL-STD-973. 10.0-2 The NOR must fully describe the changes. 10.0-3 The following information must be included and detailed: <b>10.1 Block 1</b> 10.1.0-1 Date. Enter the submittal date of the NOR. Normally this date will be identical to the ECP submittal date. <b>10.2 Block 2</b> 10.2.0-1 Procuring activity number. <b>10.3 Block 3</b> 10.3.0-1 DODAAC. <b>10.4 Block 4</b> 10.4.0-1 Originator name and address. Enter the name and address of the activity submitting the proposed NOR. <b>10.5 Block 5</b> 10.5.0-1 CAGE code. Enter the originator's CAGE code of the design activity for the drawing/document identified in Block 8. <b>10.6 Block 6</b> 10.6.0-1 NOR number. The originator must either assign a number or enter the document number and new revision letter as the NOR number. When the requirement in the contract identifies the NOR by ECP number, the originator must attach a dash number (i.e., xxx-l). <b>10.7 Block 7</b> 10.7.0-1 CAGE code. Enter the CAGE code of the activity whose NOR number is assigned. <b>10.8 Block 8</b> 10.8.0-1 Document number. Enter the number of the drawing, standard, list or other document(s) to be revised.		

## **10.9 Block 9**

10.9.0-1 Title of document. Enter the title of the document to which the NOR applies.

### **10.10 Block 10**

10.10.0-1 Revision letter.

#### **10.10.1 Block 10.a**

10.10.1.0-1 Current. Show the existing revision of the document for which the NOR is prepared.

#### **10.10.2 Block 10.b**

10.10.2.0-1 New. Show the revision letter proposed for the revision covered by the NOR. Usually the new letter will be the one following the current letter in alphabetical sequence, unless there are known outstanding NORs which may not have been incorporated.

10.10.2.0-2 NOTE: The Government may change the new revision letter proposed by the contractor in order to retain a proper sequence of approved revisions.

### **10.11 Block 11**

10.11.0-1 ECP number. Enter the number of the ECP describing the engineering change which necessitates the document revision covered by this NOR.

### **10.12 Block 12**

10.12.0-1 Configuration Item (or system) to which ECP applies. Enter Government assigned system designation (if any); otherwise, enter the name and type designation of the CI to which the ECP applies (see Blocks 8a, 8c and 16 on ECP).

### **10.13 Block 13**

10.13.0-1 Description of revision. Describe the revision in details, giving the exact wording of sentences or paragraphs that are to be added, or that are to replace designated sentences or paragraphs of the current document. State the dimensions, tolerances and other quantitative requirements that are to replace current requirements. Attach a marked print when necessary to clearly explain the desired revision. Use a "From - To" format in the description of the change. If additional space is needed, use continuation pages.

### **10.14 Block 14**

10.14.0-1 Section for Government use only.

#### **10.14.1 Block 14.a**

10.14.1.0-1 Document status. The Government approving activity will enter an "X" in the first box if manufacturer may proceed using the existing document as modified by this NOR. If SO, a copy of the approved NOR will be furnished both to the contractor submitting the ECP and to the custodian of the master document. The Government approving activity will enter an "X" in the second box if the contractor is not authorized to incorporate the change proposed by the submitted NOR until receipt of the revised document. The Government approving activity will enter an "X" in the third box directing the custodian to make the change and distribute copies of the revised document. The distribution list may be entered in Block 14, on a referenced enclosure, or in a letter of transmittal.

#### **10.14.2 Block 14.b**

10.14.2.0-1 Activity authorized to approve change. The name of the activity authorized to approve the ECP and the associated NORs for the Government will be entered by such activity.

#### **10.14.3 Blocks 14.d., 14.e. and 14.f**

10.14.3.0-1 Title, signature and date. If the referenced ECP is approved and the NOR also is approved as written or corrected, an authorized representative of the Government approving activity will sign in this block, including entry of the date of approval

### **10.15 Block 15**

10.15.0-1 Activity.

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**10.15.1 Block 15.a**

10.15.1.0-1 Activity accomplishing revision. The name of the activity (custodian) that is directed to make the revision in the master document will be entered by the approving activity.

**10.15.2 Blocks 15.b. and 15.c**

10.15.2.0-1 Revision completed and date. An authorized representative of the custodian must sign in this block to certify that the revision described by the NOR has been accomplished, including entry of the date of the accomplishment. The signed original must be returned to the Government or held by the activity that maintains the master document.

#### 4.6 DID CM-106 Configuration Status Accounting (CSA) Report

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Configuration Status Accounting (CSA) Report	<b>2 Data Item Number</b> CM-106	
<b>3 Description / Purpose</b> 3.0-1 The CSA Report details the information required to effectively manage CIs and provide visibility of CM activities, including the status of deviations, waivers and engineering changes.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The CSA Report must conform to Mil-Std 973, section 5.5. 7.0-2 The CSA Report relates to all ECPs, RFDs, RFWs, SCNs, and NORs.		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The CSA Report must be in the Contractor's format. 10.0-2 The CSA Report must provide as a minimum the identification of each CI and list all new, outstanding and historical ECPs, RFDs, RFWs, SCNs and NORs including their status against each CI. The report must include but not be limited to: 10.0-2.0-1 An ECP index listing the ECPs (number, revision, correction, date raised, title, type, class, status, and cross reference to Subcontractor raised ECP, if applicable) and the CI, part and documentation affected. 10.0-2.0-2 A Deviation Index listing the deviations (number, date raised, title, status, and cross reference to subcontractor raised Deviation, if applicable) and their effectivity. 10.0-2.0-3 A Waiver Index listing the waivers (number, date raised, title, part affected, status, and cross reference to subcontractor raised waivers, if applicable) and their effectivity. 10.0-2.0-4 A SCN index recording all SCNs against a specification. For each specification, the Contractor format index must contain; the spec number, rev, title, the SCN number, associated ECP, date of submission and approval and any other related ECPs/SCN information. 10.0-2.0-5 A NOR index listing the NORs (number, date raised, the document number, title and revision of the document affected, associated ECP, date revision authorised, date revision completed).		

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#### 4.7 DID CM-107 Software Version Description Document (SVDD)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Software Version Description Document (SVDD)	<b>2 Data Item Number</b> CM-107	
<b>3 Description / Purpose</b> 3.0-1 The SVDD identifies and describes a software version comprising one or more CSCIs. It is used to release, track and control software versions. The SVDD is applicable to the initial release of software, subsequent Block Changes or releases, as well as any site-specific variants of the software.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The SVDD must be prepared in the Contractor's format. 10.0-2 This document must be updated and resubmitted upon new software release of the related CSCI. 10.0-3 The SVDD must contain the following: <b>10.1 Title Page</b> 10.1.0-1 The document must include a title page containing, as applicable: document number; volume number; version/revision indicator; security markings or other restrictions on the handling of the document; date; document title; name, abbreviation, and any other identifier for the system, subsystem, or item to which the document applies; Contract number; CDRL item number; organization for which the document has been prepared; name and address of the preparing organization; and distribution statement. For data in a database or other alternative form, this information must be included on external and internal labels or by equivalent identification methods. <b>10.2 Record of reviews and history</b> <b>10.3 Table of contents</b> 10.3.0-1 The document must contain a table of contents providing the number, title, and page number of each titled paragraph, figure, table, and appendix. For data in a database or other alternative form, this information must consist of an internal or external table of contents containing pointers to, or instructions for accessing, each paragraph, figure, table, and appendix or their equivalents. <b>10.4 Scope</b> 10.4.0-1 This section must be divided in the following paragraphs: 10.4.0-1.0-1 Identification. This paragraph must contain a full identification of the system and the software to which this document applies, including, as applicable, identification number(s), title(s), abbreviation(s), version number(s), and release number(s). 10.4.0-1.0-2 System Overview. This paragraph must briefly state the purpose of the system and the software to which this document applies. It must describe the general nature of the system		

and software; summarize the history of system development, operation, and maintenance, developer and support agencies; and list other relevant documents.

10.4.0-1.0-3 Document Overview. This paragraph must summarize the purpose and contents of this document and must describe any security or privacy considerations associated with its use.

### **10.5 Referenced Documents**

10.5.0-1 This section must list the number, title, revision, and date of all documents referenced in this document. This section must also identify the source for all documents not available through normal Government stocking activities.

### **10.6 Version Description**

10.6.0-1 This section must be divided into the following paragraphs.

10.6.0-1.0-1 Inventory of Materials Released. This paragraph must list by identifying numbers, titles, , version numbers, and release numbers, as applicable, all physical media (for example, listings, tapes, disks) and associated documentation that make up the software version being released. It must include applicable security and privacy considerations for these items, safeguards for handling them, such as concerns for static and magnetic fields, and instructions and restrictions regarding duplication and license provisions.

10.6.0-1.0-1.0-1 Media. This paragraph must describe the media on which the released version of the CSCI has been stored. It must state the number of copies that have been produced and provide information on the media identification.

10.6.0-1.0-1.0-2 Support. This paragraph must identify the hardware and software tools, either commercial off the shelf or developed, needed for the generation and maintenance of the software (compiler, environment, etc) and for the installation of the executable on the target system (hardware, environment, etc). This paragraph must also describe the step by step procedure to build the executable program or refer to an external document in which the build procedure is described.

10.6.0-1.0-2 Inventory of Software Contents. This paragraph must list by identifying numbers, titles, abbreviations, dates, version numbers, and release numbers, as applicable, all computer files that make up the software version being released. Any applicable security and privacy considerations must be included.

10.6.0-1.0-3 Changes Installed. Describe the changes, which have been implemented in the current software version, as compared to the previous one. This may include both enhancements as well as fault fixes. This paragraph must identify, as applicable, the problem reports, change proposals, and change notices associated with each change. This paragraph is not applicable to the initial release of software.

10.6.0-1.0-4 Target Platform Configuration. Specify the required configuration of the target platform before this software version can be installed and executed, or reference a hardware specification document.

10.6.0-1.0-5 Adaptation Data. For the initial software release, describe the site-specific data or customizations featured in this version of the software, corresponding to the target platform above. For subsequent releases, describe any changes to the site-specific data.

10.6.0-1.0-6 Interface Compatibility. This paragraph must indicate other systems and CSCIs affected by the changes incorporated in this version. It must also indicate which version(s) of the interfaced CSCI(s) is (are) compatible with the current version of the software.

10.6.0-1.0-7 Related Documents. List any other documents, which are applicable to the software version being released, but which are physically not included in this release. Indicate the

document titles, document numbers, version numbers, version dates, and publication source.

10.6.0-1.0-8 Summary of Changes. This paragraph must describe the operational effect, if any, of the changes listed in 3.3 above.

10.6.0-1.0-9 Installation Instructions. This paragraph must provide or reference the following information, as applicable.

10.6.0-1.0-9.0-1 Instructions for installing the software version.

10.6.0-1.0-9.0-2 Identification of other changes that have to be installed for this version to be used, including site-unique adaptation data not included in the software version.

10.6.0-1.0-9.0-3 Security, privacy, or safety precautions relevant to the installation.

10.6.0-1.0-9.0-4 Procedures for determining whether the version has been installed properly.

10.6.0-1.0-9.0-5 Point-of-contact in case difficulties are encountered with the software installation.

10.6.0-1.0-10 Possible Problems and Known Errors. This paragraph must identify any possible problems or known errors with the software version at the time of release, any steps being taken to resolve the problems or errors, and instructions (either directly or by reference) for recognizing, avoiding, correcting, or otherwise handling each one. The information presented must be appropriate to the intended recipient of the SVDD (for example, a user agency may need advice on avoiding errors, a support agency on correcting them).

## **10.7 Supplementary Notes**

10.7.0-1 Any additional information about the software version, which may facilitate installer or user understanding (e.g. acronyms, definitions, background information, and rationale).

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#### 4.8 DID CM-108 Configuration Audit Plan (CAP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Configuration Audit Plan (CAP)	<b>2 Data Item Number</b> CM-108	
<b>3 Description / Purpose</b> 3.0-1 The CAP describes the detailed procedural requirements for the conduct of the configuration audit. It is provided in accordance with the requirements of the CMP.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The CAP must conform to Mil-Std 973 section 5.6 7.0-2 The CAP is a subset of the CMP.		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The CAP must be in the Contractor's format. 10.0-2 The CAP must provide, as a minimum, an overview of the audit procedures followed for the particular audit and contain as a minimum the following items and reference material: 10.0-2.0-1 Type of audit (PCA or FCA); 10.0-2.0-2 Audit date, location and a list of attendees; 10.0-2.0-3 Identification of proposed hardware/software and documentation to be audited; 10.0-2.0-4 Identification of reference documents to be used in conducting the audit; 10.0-2.0-5 Audit procedures to be used; 10.0-2.0-6 Serial number of CI to be audited; 10.0-2.0-7 Identification of approved deviation(s) and approved or proposed waiver(s) applicable to the CI serial number to be audited; 10.0-2.0-8 Security clearance information, if required.		

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#### 4.9 DID CM-109 Configuration Audit Report (CAR)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Configuration Audit Report (CAR)	<b>2 Data Item Number</b> CM-109	
<b>3 Description / Purpose</b> 3.0-1 The CAR is a document that reports in details the results of the audit. It is provided in accordance with the requirements of the CMP.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 The CAR must conform to Mil-Std 973 section 5.6. 7.0-2 The CAR integrates with the CAP, <b>DID CM-108</b> . 7.0-3 The CAR must be in accordance with the CMP, <b>DID CM-001</b> .		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The CAR must be in the Contractor's format. 10.0-2 The CAR must provide, as a minimum, the results of those audits, and a summary of any outstanding action required to rectify gaps found in the audited CI as a result of the audits. It must contain, but not be limited to, the following: <ul style="list-style-type: none"> <li>10.0-2.0-1 Identification of hardware/software and documentation audited;</li> <li>10.0-2.0-2 Identification of reference documentation used during conduct of the audit;</li> <li>10.0-2.0-3 Identification of the audit agenda;</li> <li>10.0-2.0-4 A list of the personnel involved;</li> <li>10.0-2.0-5 Action items identified, responsible individuals assigned to each action item and scheduled date of clearing each action item.</li> </ul>		

#### 4.10 DID DM-101 Technical Data Management Plan (TDMP)

DATA ITEM DESCRIPTION		DND Form 1409
<b>1 Title</b> Technical Data Management Plan (TDMP)	<b>2 Data Item Number</b> DM-101	
<b>3 Description / Purpose</b> 3.0-1 The TDMP is a document that defines the management, organization, procedures, schedules and detailed plan to be used by the Contractor in meeting the requirements for the development and the delivery of technical data. It is provided in accordance with the requirements of the CMP.		
<b>4 Approval Date</b> June 2011	<b>5 Office of Primary Interest (OPI)</b> PMO ISSP CM	<b>6 GIDEP Application</b> N/A
<b>7 Application / Interrelationship</b> 7.0-1 N/A		
<b>8 Originator</b> PMO ISSP CM	<b>9 Applicable Forms</b> N/A	
<b>10 Preparation Instructions</b> 10.0-1 The TDMP may be prepared in the Contractor's format, and must contain sufficient detail to fully address the information requirements. 10.0-2 The TDMP must describe the Contractor's plan to provide for the preparation, delivery and control of all Technical Data required to acquire, operate, manage and support the system/equipment. The Plan must clearly define the intended purpose of each data item and explain the interfaces and overlaps among the data items. The Plan must include but not be limited to the following: <ul style="list-style-type: none"> <li>10.0-2.0-1 A description of the system/equipment for which the TDMP is applicable.</li> <li>10.0-2.0-2 A description of the management, organisation and responsibilities of the Contractor's Technical Data personnel and their relationship to other disciplines within the Contractor's organisation.</li> <li>10.0-2.0-3 Identify each data item.</li> <li>10.0-2.0-4 State the proposed digital format in which the data item is to be provided for Text, Graphics and Product Data.</li> <li>10.0-2.0-5 State the media i.e., On-Line Access e.g., Contractor Integrated Technical Information System (CITIS), Physical media e.g., optical disk, magnetic tape or disk.</li> <li>10.0-2.0-6 Provide a delivery schedule with relevant milestones for preparation, validation, translation (if required), and delivery of the data items.</li> <li>10.0-2.0-7 Describe methods and procedures for controlling each data item.</li> <li>10.0-2.0-8 Detail how the Contractor intends to identify intellectual property and proprietary issues.</li> <li>10.0-2.0-9 Identify the methodology for the identification and integration of data items from the LSA process and other relevant studies.</li> <li>10.0-2.0-10 Detail the Contractors methodology for ensuring that DND will be self sufficient in technical data during the system/equipment life cycle.</li> </ul>		

## 5 FIGURES

### 5.1 Figure 1 - Major Subsystem EHS Impact Table

#### EHS Hazard Type

- A- Ionizing Radiation
- B- Electromagnetic Radiation
- C- Noise
- D- Vibration
- E- Hazardous Gases
- F- Hazardous Liquids
- G- Hazardous Solids
- H- Others

#### Life Cycle Phase

- 1- Engineering and Manufacture
- 2- Test and Evaluation
- 3- Production and Deployment
- 4- Maintenance and Operations
- 5- Demilitarization and Disposal



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### 5.3 Figure 3 - Items Containing Mercury

Ser	Information Requested	Mercury Containing Item Details			
		Item 1	Item 2	Item 3	Item 4...
1	Equipment NSN (for equipment containing mercury)				
2	Equipment Description				
3	NSN and Defence Resource Management Information System (DRMIS) unique identifier of the item containing mercury (if it exists)				
4	Manufacturer of mercury-containing item				
5	Date of manufacture of the mercury-containing item				
6	Manufacturer part number of mercury-containing item				
7	National Supply Code for Manufacturers of items containing mercury: (NSCM)/Commercial and Government Entity (CAGE) Code				
8	Description of mercury-containing item;				
9	The form of mercury (egs liquid, vapour, amalgam, metal halide)				
10	Quantity of mercury (kg mass)				
11	Volume of mercury (L) and its concentration in ppm [provide either mass (Serial 11) or volume/concentration of mercury, but not both]				
12	The location of the mercury-containing item(s)				
13	Quantity of mercury containing item per reported equipment				
14	Total Quantity of mercury within the reported equipment (for kg mass and volume/concentration);				

### 5.4 Figure 4 - Environmental Effects Matrix

<b>PROJECT Subsystem/Activity</b>  Enter each subsystem e.g. device/component, activity, condition (normal/abnormal), etc, as applicable	<b>Valued Ecosystem Components</b> (Add to/ delete from matrix below as necessary) Show potential effects with a "X"																	
	Physical							Biological					Social					
	Atmosphere	Surface water	Ground water	Soils	Terrain	Vibration	Noise	Terrestrial animals	Terrestrial habitat	Aquatic animals	Aquatic habitat	Vegetation	Heritage/historical	Recreation/Aesthetic	People/health	Economy	Services	Land use



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## 5.6 Figure 6 - ECP Template

ENGINEERING CHANGE PROPOSAL (Page 1 of 6)					DATE (YYMMDD)	PROCURING ACTIVITY		
1. ORIGINATOR NAME AND ADDRESS					2. CLASS OF ECP			
					3. JUSTIFICATION		4. PRIORITY	
5. ECP DESIGNATION					6. BASELINE AFFECTED			
a. MODEL/TYPE		b. CAGE CODE	c. SYSTEM DESIGNATION		<input type="checkbox"/> FUNCTIONAL <input type="checkbox"/> ALLOCATED <input type="checkbox"/> PRODUCT			
d. ECP No.			e. TYPE	f. REV	7. OTHER SYS. CONFIG. ITEMS AFFECTED			
					<input type="checkbox"/> YES <input type="checkbox"/> NO			
8. SPECIFICATIONS AFFECTED - TEST PLANS AFFECTED					9. DRAWINGS AFFECTED			
	CAGE CODE	SPEC/DOC No.	REV	SCN	CAGE CODE	NUMBER	REV	NOR
a. SYSTEM								
b. ITEM								
c. TEST PLAN								
10. TITLE OF CHANGE					10. a. WEAPON SYSTEM CODE OR DESIGNATION			
11. CONTRACT No. AND LINE ITEM(S)					12. PROCURING CONTRACTING OFFICER			
					TEL			
13. CONFIGURATION ITEM NOMENCLATURE					14. IN PRODUCTION			
					<input type="checkbox"/> YES <input type="checkbox"/> NO			
15. LOWEST ASSEMBLY AFFECTED								
NOMENCLATURE			PART No.			NSN		
16. DESCRIPTION OF CHANGE								
17. NEED FOR CHANGE								
18. PRODUCTION EFFECTIVITY BY SERIAL NUMBER					19. EFFECT ON PRODUCTION DELIVERY SCHEDULE			
20. RETROFIT								
a. RECOMMENDED ITEM EFFECTIVITY					b. SHIP/VEHICLE CLASS AFFECTED			
c. ESTIMATED KIT DELIVERY SCHEDULE					d. LOCATIONS OR SHIP/VEHICLE NUMBERS AFFECTED			
21. ESTIMATED COSTS/SAVINGS UNDER CONTRACT					22. ESTIMATED NET TOTAL COSTS/SAVINGS			
23. SUBMITTING ACTIVITY					23. b. TITLE			
a. AUTHORIZED SIGNATURE								
24. APPROVAL/DISAPPROVAL								
a. CLASS I			b. CLASS II			c. CLASS II		
<input type="checkbox"/> APPROVAL RECOMMENDED <input type="checkbox"/> DISAPPROVAL RECOMMENDED			<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED			<input type="checkbox"/> CONCUR IN CLASSIFICATION OF CHANGE <input type="checkbox"/> DO NOT CONCUR CLASSIFICATION OF CHANGE		
d. GOVERNMENT ACTIVITY				e. SIGNATURE			f. DATE (YYMMDD)	
g. APPROVAL		h. GOVERNMENT ACTIVITY			i. SIGNATURE			j. DATE (YYMMDD)
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED								

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**EFFECTS ON FUNCTIONAL/ALLOCATED CONFIGURATION IDENTIFICATION**

25. OTHER SYSTEMS AFFECTED

26. OTHER CONTRACTORS/ACTIVITIES AFFECTED

27. CONFIGURATION ITEMS AFFECTED

28. EFFECTS ON PERFORMANCE ALLOCATIONS AND INTERFACES IN SYSTEM SPECIFICATION

29. EFFECTS ON EMPLOYMENT, INTEGRATED LOGISTICS SUPPORT, TRAINING, OPERATIONAL EFFECTIVENESS OR SOFTWARE

30. EFFECTS ON CONFIGURATION ITEM SPECIFICATIONS

31. DEVELOPMENTAL REQUIREMENTS AND STATUS

32. TRADE-OFFS AND ALTERNATIVE SOLUTIONS

33. DATE BY WHICH CONTRACTUAL AUTHORITY IS NEEDED

**ENGINEERING CHANGE PROPOSAL (Page 3 of 6)**

**EFFECTS ON PRODUCT CONFIGURATION IDENTIFICATION, LOGISTICS AND OPERATIONS**

(X)	FACTOR	ENC L	PAR	(X)	FACTOR	ENCL	PAR
	<b>34. EFFECT ON PRODUCT CONFIGURATION IDENTIFICATION OR CONTRACT</b>				<b>36. EFFECT ON OPERATIONAL EMPLOYMENT</b>		
	a. PERFORMANCE				a. SAFETY		
	b. WEIGHT BALANCE STABILITY ( <i>Aircraft</i> )				b. SURVIVABILITY		
	c. WEIGHT-MOMENT ( <i>Other Equipment</i> )				c. RELIABILITY		
	d. CDRL, TECHNICAL DATA				d. MAINTAINABILITY		
	e. NOMENCLATURE				e. SERVICE LIFE		
					f. OPERATING PROCEDURES		
					g. ELECTROMAGNETIC INTERFERENCE		
					h. ACTIVATION SCHEDULE		
	<b>35. EFFECT ON INTEGRATED LOGISTICS SUPPORT (ILS) ELEMENTS</b>				i. CRITICAL SINGLE POINT FAILURE ITEMS		
	a. ILS PLANS				j. INTEROPERABILITY		
	b. MAINTENANCE CONCEPT, PLANS AND PROCEDURES						
	c. LOGISTICS SUPPORT ANALYSIS						
	d. INTERIM SUPPORT PROGRAMS						
	e. SPARES AND REPAIR PARTS				<b>37. OTHER CONSIDERATIONS</b>		
	f. TECH MANUALS/PROGRAMMING TAPES				a. INTERFACE		
	g. FACILITIES				b. OTHER AFFECTED EQUIPMENT/GFE/ GFI		
	h. SUPPORT EQUIPMENT				c. PHYSICAL CONSTRAINTS		
	i. OPERATOR TRAINING				d. COMPUTER PROGRAMS AND RESOURCES		
	j. OPERATOR TRAINING EQUIPMENT				e. REWORK OF OTHER EQUIPMENT		
	k. MAINTENANCE TRAINING				f. SYSTEM TEST PROCEDURES		
	l. MAINTENANCE TRAINING EQUIPMENT				g. WARRANTY/GUARANTEE		
	m. CONTRACT MAINTENANCE				h. PARTS CONTROL		
	n. PACKAGING, HANDLING, STORAGE, TRANSPORTABILITY				i. LIFE CYCLE COSTS		
<b>38. ALTERNATE SOLUTIONS</b>							
<b>39. DEVELOPMENTAL STATUS</b>							
<b>40. RECOMMENDATIONS FOR RETROFIT</b>							
<b>41. WORK-HOURS PER UNIT TO INSTALL RETROFIT KITS</b>				<b>42. WORK-HOURS TO CONDUCT SYSTEM TESTS AFTER RETROFIT</b>			
a. ORGANIZATION	b. INTERMEDIATE	c. DEPOT	d. OTHER				
<b>43. THIS CHANGE MUST BE ACCOMPLISHED</b>				<b>44. IS CONTRACTOR FIELD SERVICE ENGINEERING REQUIRED?</b>		<b>45. OUT OF SERVICE TIME</b>	
<input type="checkbox"/> BEFORE <input type="checkbox"/> WITH <input type="checkbox"/> AFTER THE FOLLOWING CHANGES				<input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>46. EFFECT OF THIS ECP AND PREVIOUSLY APPROVED ECPs ON ITEM</b>				<b>47. DATE CONTRACTUAL AUTHORITY NEEDED FOR PRODUCTION</b>			
				RETROFIT _____ _____			

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

FACTOR	COSTS/SAVINGS UNDER CONTRACT				TOTAL	OTHER COSTS/ SAVINGS TO THE GOVERNMENT
	NON- RECURRING	UNIT	QUANTITY	TOTAL (Recurring)		
	(1)	(2)	(3)	(4)		
	(5)			(6)		
<b>a. PRODUCTION COSTS/SAVINGS</b>						
CONFIGURATION ITEM/CSCI						
FACTORY TEST EQUIPMENT						
SPECIAL FACTORY TOOLING						
SCRAP						
ENGINEERING, ENG. DATA REVISION						
REVISION OF TEST PROCEDURES						
QUALIFICATION OF NEW ITEMS						
SUBTOTAL OF PROD. COSTS/SAVINGS						
<b>b. RETROFIT COSTS</b>						
ENGINEERING DATA REVISION						
PROTOTYPE TESTING						
KIT PROOF TESTING						
RETROFIT KITS FOR OPERATIONAL SYSTEMS						
SPECIAL TOOLING FOR RETROFIT						
CONTRACTOR FIELD SERVICE ENGINEERING						
GOVT PERSONNEL INSTALLATION						
TESTING AFTER RETROFIT						
MODIFICATION OF GFE						
QUALIFICATION OF GFE						
SUBTOTAL OF RETROFIT COSTS/SAVINGS						
<b>c. INTEGRATED LOGISTICS SUPPORT COSTS/SAVINGS</b>						
SPARES/REPAIR PARTS REWORK						
NEW SPARES AND REPAIR PARTS						
SUPPLY/PROVISIONING DATA						
SUPPORT EQUIPMENT						
RETROFIT KITS FOR SPARES						
OPERATOR TRAINING COURSES						
MAINTENANCE TRAINING COURSES						
REV. OF TECH MAN/PROGRAMMING TAPES						
NEW TECH MAN/PROGRAMMING TAPES						
TRAINING/TRAINERS						
INTERIM SUPPORT						
MAINTENANCE MANPOWER						
COMPUTER PROGRAMS/ DOCUMENTATION						
SUBTOTAL OF ILS COSTS/SAVINGS						
<b>d. OTHER COSTS/SAVINGS</b>						
<b>e. SUBTOTAL COSTS/SAVINGS</b>						
SUBTOTAL UNDER CONTRACT						
<b>f. COORDINATION OF CHANGES WITH OTHER CONTRACTORS</b>						
<b>g. COORDINATION CHANGES BY GOVERNMENT</b>						
<b>h. ESTIMATED NET TOTAL COSTS/SAVINGS</b>						

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**MILESTONE CHART**

49. DATE AUTHORIZATION TO PROCEED RECEIVED BY CONTRACTOR    START OF DELIVERY POINT  COMPLETE DELIVERY  PROGRESS

No. 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						
C O N F I G U R A T I O N  I T E M	PRODUCTION																																										
	TECH MANUALS																																										
	RETROFIT																																										
	SPARES/REPAIR PARTS																																										
S U P P O R T  E Q U I P M E N T	PRODUCTION																																										
	TECH MANUALS/PROG. TAPES																																										
	RETROFIT																																										
	REPAIR PARTS																																										
T R A I N I N G	OPERATOR																																										
	MAINTENANCE																																										
	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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**MILESTONE CHART**

50. DATE AUTHORIZATION TO PROCEED  
RECEIVED BY CONTRACTOR → ▼

▲ START OF DELIVERY  
POINT

⊖ COMPLETE DELIVERY

▼ PROGRESS

No. 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				
C O N F I G U R A T I O N  I T E M	SOFTWARE ENGINEERING																																								
	SOFTWARE DOCUMENTATION																																								
	SOFTWARE REPLICATION																																								
	SOFTWARE DISTRIBUTION																																								
S U P P O R T  E Q U I P M E N T	SOFTWARE ENGINEERING ENVIRONMENT UPGRADE																																								
	SOFTWARE TEST ENVIRONMENT UPGRADE																																								
T R A I N I N G	OPERATOR																																								
	MAINTENANCE																																								
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				

5.7 Figure 7 - Request for Deviation/Waiver Form

REQUEST FOR DEVIATION / WAIVER (RFD/RFW)				1. DATE (YYMMDD)	Form Approved OMB No 0704-0188
<small>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 this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.</small> <b>PLEASE DO NOT RETURN YOUR COMPLETED FORM TO EITHER OF THESE ADDRESSES. RETURN COMPLETED FORM TO THE GOVERNMENT ISSUING CONTRACTING OFFICER FOR THE CONTRACT/PROCURING ACTIVITY NUMBER LISTED IN ITEM 2 OF THIS FORM.</b>				2. PROCURING ACTIVITY NUMBER	
				3. DODAAC	
4. ORIGINATOR		b. ADDRESS (Street, City, State, Zip Code)		5. (X one)	
a. TYPED NAME (First, Middle Initial, Last)				<input type="checkbox"/> DEVIATION <input type="checkbox"/> WAIVER 6. (X one) <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> CRITICAL	
7. DESIGNATION FOR DEVIATION / WAIVER			8. BASELINE AFFECTED		9. OTHER SYSTEM/CONFIGURATION ITEMS AFFECTED
a. MODEL/TYPE	b. CAGE CODE	c. SYS DESIG	d. DEV/WAIVER NO	<input type="checkbox"/> FUNCTIONAL PRODUCT <input type="checkbox"/> ALLOCATED	<input type="checkbox"/> YES <input type="checkbox"/> NO
10. TITLE OF DEVIATION / WAIVER					
11. CONTRACT NO. AND LINE ITEM			12. PROCURING CONTRACTING OFFICER		
			a. NAME (First, Middle Initial, Last)		
			b. CODE		c. TELEPHONE NO
13. CONFIGURATION ITEM NOMENCLATURE			14. CLASSIFICATION OF DEFECT		
			a. CD NO	b. DEFECT NO	c. DEFECT CLASSIFICATION
			<input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> CRITICAL		
15. NAME OF LOWEST PART / ASSEMBLY AFFECTED			16. PART NO. OR TYPE DESIGNATION		
17. EFFECTIVITY			18. RECURRING DEVIATION / WAIVER		
			<input type="checkbox"/> YES <input type="checkbox"/> NO		
19. EFFECT ON COST / PRICE			20. EFFECT ON DELIVERY SCHEDULE		
21. EFFECT ON INTEGRATED LOGISTICS SUPPORT, INTERFACE OR SOFTWARE					
22. DESCRIPTION OF DEVIATION / WAIVER					
23. NEED FOR DEVIATION / WAIVER					
24. CORRECTIVE ACTION TAKEN					
25. SUBMITTING ACTIVITY					
a. TYPED NAME (First, Middle Initial, Last)		b. TITLE		c. SIGNATURE	
26. APPROVAL / DISAPPROVAL			a. RECOMMEND    APPROVAL    DISAPPROVAL		
b. APPROVAL			c. GOVERNMENT ACTIVITY		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED					
d. TYPED NAME (First, Middle Initial, Last)		e. SIGNATURE		f. DATE SIGNED (YYMMDD)	
g. APPROVAL			h. GOVERNMENT ACTIVITY		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED					
i. TYPED NAME (First, Middle Initial, Last)		j. SIGNATURE		k. DATE SIGNED (YYMMDD)	

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### 5.8 Figure 8 – Specification Change Notice (SCN)

SPECIFICATION CHANGE NOTICE (SCN)			1. DATE (YYMMDD)	Form Approved OMB No. 0704-0188																			
<p>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 this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.</p> <p><b>PLEASE DO NOT RETURN YOUR COMPLETED FORM TO EITHER OF THESE ADDRESSES. RETURN COMPLETED FORM TO THE GOVERNMENT ISSUING CONTRACTING OFFICER FOR THE CONTRACT, PROCURING ACTIVITY NUMBER LISTED IN ITEM 2 OF THIS FORM.</b></p>			2. PROCURING ACTIVITY NO.		3. DODAAC																		
			4. ORIGINATOR			5. SCN TYPE																	
a. TYPED NAME (First, Middle Initial, Last)			<input type="checkbox"/> PROPOSED <input type="checkbox"/> APPROVED		7. SPEC. NO.																		
d. ADDRESS (Street, City, State, Zip Code)			6. CAGE CODE																				
			8. CAGE CODE		9. SCN NO.																		
10. SYSTEM DESIGNATION	11. RELATED ECP NO.	12. CONTRACT NO.	13. CONTRACTUAL AUTHORIZATION																				
14. CONFIGURATION ITEM NOMENCLATURE			15. EFFECTIVITY																				
<p>This notice informs recipients that the specification identified by the number (and revision letter) shown in Item 7 has been changed. The pages changed by this SCN are those furnished herewith and carry the approval date of the related ECP listed in Item 11. The pages of the page numbers and dates listed in Items 16 and 17, combined with non-listed pages of the original issue of the revision shown in Item 7, constitute the current approved version of this specification.</p>																							
16. PAGES AFFECTED BY THIS SCN			TYPE OF CHANGE*	APPROVAL DATE (YYMMDD)																			
PAGE(S) a			b	c																			
<table border="1"> <thead> <tr> <th colspan="6">17. SUMMARY OF PREVIOUSLY CHANGED PAGES</th> </tr> <tr> <th>SCN NO. a</th> <th>RELATED ECP NO. b</th> <th>PAGE(S) c</th> <th>DATE SUBMITTED (YYMMDD) d</th> <th>TYPE OF CHANGE* e</th> <th>APPROVAL DATE (YYMMDD) f</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						17. SUMMARY OF PREVIOUSLY CHANGED PAGES						SCN NO. a	RELATED ECP NO. b	PAGE(S) c	DATE SUBMITTED (YYMMDD) d	TYPE OF CHANGE* e	APPROVAL DATE (YYMMDD) f						
17. SUMMARY OF PREVIOUSLY CHANGED PAGES																							
SCN NO. a	RELATED ECP NO. b	PAGE(S) c	DATE SUBMITTED (YYMMDD) d	TYPE OF CHANGE* e	APPROVAL DATE (YYMMDD) f																		
* "S" indicates supersedes earlier page    "A" indicates added page    "D" indicates deletion																							
18.a GOVERNMENT ACTIVITY			c SIGNATURE		d DATE SIGNED (YYMMDD)																		
b TYPED NAME (First, Middle Initial, Last)																							

DD Form 1696, APR 92

Previous editions are obsolete

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### 5.9 Figure 9 – Notice of Revision (NOR)

NOTICE OF REVISION (NOR) THIS REVISION DESCRIBED BELOW HAS BEEN AUTHORIZED FOR THE DOCUMENT LISTED.		1. DATE (YYMMDD)	Form Approved OMB No. 0704-0188
<p>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 this collection of information, including suggestions for reducing this burden to Department of Defense, Washington Headquarters Services Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302 and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188) Washington, DC 20503.</p> <p>PLEASE <b>DO NOT</b> RETURN YOUR COMPLETED FORM TO EITHER OF THESE ADDRESSES. RETURN COMPLETED FORM TO THE GOVERNMENT ISSUING CONTRACTING OFFICER FOR THE CONTRACT / PROCURING ACTIVITY NUMBER LISTED IN ITEM 2 OF THIS FORM.</p>		2. PROCURING ACTIVITY NUMBER	
		3. DODAAC	
4. ORIGINATOR	b. ADDRESS (Street, City, State, Zip Code)	5. CAGE CODE	6. NOR NO.
a. TYPED NAME (First, Middle Initial, Last)		7. CAGE CODE	8. DOCUMENT NO.
9. TITLE OF DOCUMENT	10. REVISION LETTER		11. ECP NO.
	a. CURRENT	b. NEW	
12. CONFIGURATION ITEM (OR SYSTEM) TO WHICH ECP APPLIES			Sheet of
13. DESCRIPTION OF REVISION			
14. THIS SECTION FOR GOVERNMENT USE ONLY			
a. (X one)	(1.) Existing document supplemented by this NOR may be used in manufacture.		
	(2.) Revised document must be received before manufacture may incorporate this change.		
	(3.) Custodian of master document shall make above revision and furnish revised document.		
b. ACTIVITY AUTHORIZED TO APPROVE CHANGE FOR GOVERNMENT		c. TYPED NAME (First, Middle Initial, Last)	
d. TITLE	e. SIGNATURE	f. DATE SIGNED (YYMMDD)	

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## ANNEX CD TO VOLUME 3

### TERMS AND CONDITIONS OF LOAN AGREEMENTS TO CONTRACTORS

FOR THE

OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS)

FOR THE

INTEGRATED SOLDIER SYSTEMS (ISS)

18 JANUARY 2013

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National Défense  
Defence nationale

Canada

## LOAN AGREEMENT

**Covering the loan of Department of National Defence equipment through the Disposal, Sales, Artifacts and Loans Office**

**INSTRUCTION TO CONTRACTOR:**

DSAL loan No

1. Submit original copy to Disposal, Sales, Artefacts and Loans for processing.
2. The following items are not to be included in this Agreement: consumable materials, equipment for catering contractors or commercially available equipment.

<b>Contract Number:</b>	<b>Contract Description</b>
<b>If Applicable, date requested for equipment:</b>	<b>Expiry date:</b>
<b>Address of Contractor:</b>	<b>Address for equipment delivery:</b>

**This Loan Agreement is made by and between:**

The Minister of National Defence (Lender) and \_\_\_\_\_  
Contractor Corporate Name (Borrower)

Witnesseth

For and in consideration of the performance of the Terms and Conditions hereinafter referred to, the parties hereto agree as follows:

1. The Lender hereby loans to the Contractor and the Contractor hereby borrows all the equipment listed in Schedule "A-B-C" hereto, hereinafter referring to "the equipment" in the Terms and Condition, applicable to the type of defence work to be performed by the Borrower pursuant to this Loan Agreement.
  2. Schedules "A-B-C" are hereby made a part of this Agreement.
- In witness thereof the parties hereto have executed these presents.

<b>Minister of Department of National Defence (lender)</b> <b>Recommended by:</b> DND Requisitioning Authority  PFO _____ Name and title  _____ Signature Date	<b>Contractor (Borrower)</b> <b>Per:</b> _____ Name and Title  _____ Signature Date  SEAL [ ]
<b>Approved by:</b> Section Head - Disposal, Sales, Artefacts and Loans for the Minister of National Defence  _____ Name  _____ Signature Date	

## TERMS OF LOAN AGREEMENT

### Terms Applicable to Contracted Defence Work

#### Loan Type / Accounting

1. All equipment issued under the Contract Loan Account (CLA) \_\_\_\_\_ shall be accounted for as per the Canadian Forces Supply System (CFSS) automated procedures in accordance with A-LM-007-014/AG-001 and/or A-LM-184/JS-001.
2. All equipment loaned as Special Production Tooling/Special Test Equipment (SPT/STE) shall be accounted for in either a manual or an automated system. Regardless of the system used, the Contractor shall maintain an audit trail acceptable to DND. Further, any automated or manual materiel accounting system shall first be approved by DND. Supply accounting records for DND materiel shall be maintained separate from other company records.

#### General Conditions

3. The equipment loaned to the Contractor shall be used only for the purpose of performing the defence work identified in this Contract or such other defence work as may be authorized in writing by PWGSC from time to time.
4. Commercial work shall not be carried out using the equipment.
5. The Contractor shall ensure that each item of equipment is clearly identified as the property of the Government of Canada. In addition, the Contractor shall ensure that each item of equipment is, at all times, either tagged or labeled with a clearly visible identification number corresponding to that shown on the issue document issued in respect thereof; and shall be responsible for making any changes in that number that may be notified from time to time by DND.
6. The Crown's representative(s) shall have the right to inspect the equipment at the location where it is stored or used at any time and the Contractor shall provide any reasonable assistance required for that purpose.
7. No rent shall be payable by the Contractor to the Crown in respect of equipment loaned for Canadian defence work.
8. The Department of National Defence will pay or reimburse the Contractor for reasonable and proper costs incurred by the Contractor in taking possession of the equipment and moving it to and from the Contractor's plant or other authorized location, including the cost of labour and materials in connection with the packaging and transportation of the equipment.

Initials: RA: \_\_\_\_\_ Contractor: \_\_\_\_\_ DSAL: \_\_\_\_\_

## Stocktaking / Disposal

9. The Contractor shall initiate and complete a one hundred per cent (100%) manual stocktaking of all DND loaned materiel contained within the Contract Loan Account (CLA), and SPT/STE at least once every two years in accordance with Volume 3 Chapter 8 of A-LM-007-014/AG-001 and/or A-LM-184/JS-001.

10. An itemized listing of all the GFE and SPT/STE materiel shall be submitted to the Requisitioning Authority within thirty (30) calendar days of completion of the stocktaking.

11. In conjunction with the stocktaking schedule, the Contractor shall carry out a review of CLA and SPT/STE to determine if stock holdings include any item which:

- has become surplus to requirement as a result of removal of the end item from the Selection Notice and Priority Summary(SNAPS); or,
- has become redundant because of a modification change notice, product improvement, etc.

12. The Contractor shall request the Requisitioning Authority's permission to dispose of and/or transfer materiel that meet the above criteria and shall prepare and handle the necessary documentation in accordance with the appropriate chapters of A-LM-007-014/AG-001 and/or A-LM-184/JS-001. On bulk transfer/disposal of DND owned materiel contained in the CLA, or SPT/STE accounts, handling fees, if applicable, are subject to a separate PWGSC negotiated rate.

## Loss or Damage

13. The Contractor shall report to the National Defence Quality Assurance Representative (NDQAR) all instances of loss or damage to DND owned materiel in his custody within two (2) working days of confirmation of its discovery. If the Contractor is authorized to make repairs to damaged DND-owned equipment by the Requisitioning Authority, he shall notify the NDQAR before any repair commences to enable adequate government quality assurance of the repair. Loss or damage of materiel in transit shall be actioned in accordance with Volume 3 Chapter 7 of A-LM-007-014/AG-001 and/or A-LM-184/JS-001.

14. In the event of loss or damage, the Contractor shall repair or replace, or have replaced, the equipment to the satisfaction of the Minister, or reimburse the Crown to the full value of the equipment as indicated in schedule A, B and C.

15. "Optional" at the discretion of the borrower, may insure the equipment against loss or damage by fire or supplemental perils or any other risks while the equipment is in his care, custody or control but not portion of the premium cost will be assumed by the Crown.

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## Termination / Return of Equipment

16. DND may terminate the loan or any part thereof at any time, and recall the equipment concerned with that termination.

17. Unless DND otherwise advises the Contractor in writing, the Contractor shall return the equipment to the destination designated in the supply documentation upon the expiration of the loan agreement. In the event that the Contractor completes its defence work prior to the expiration of the loan agreement, the Contractor shall request return instructions from DND. When equipment is ready to be returned to DND, the Contractor shall prepare a condition report and advise the appropriate NDQAR to arrange for any necessary inspection and evaluation of the condition of the equipment.

## Condition / Maintenance of Equipment

18. The Contractor agrees that the equipment loaned pursuant to this Agreement is furnished "as is" by the Crown. To that end, the Crown, its Ministers, officers, servants, agents, employees and members of the Canadian Forces shall not, by virtue of having loaned the equipment to the Contractor, have made or be deemed to have made any representations, warranties or guarantees as to the condition, quality or fitness for a particular purpose of the loaned equipment; nor does the Crown, its Ministers, officers, servants, agents, employees and members of the Canadian Forces assume any liability for the results achieved or the ability or inability of the contractor to use the loaned equipment arising from any cause.

19. The Contractor shall indemnify and save harmless the Crown, its Ministers, officers, servants, agents, employees and members of the Canadian Forces from and against all claims, demands, damages, loss, costs, expenses, actions, causes of action, suits or other proceedings by whomsoever made, arising out of any injury to persons (including injuries resulting in death) or loss of or damage to property of others that may be caused by or suffered as a result of the operation, use, or transportation of the equipment by the Contractor or any action taken or things done by virtue of this loan.

20. The maintenance of the equipment shall be in accordance with DND Standards, a copy of which the Contractor acknowledges to have in its possession.

21. The Contractor shall take reasonable and proper care of the equipment at his own expense, including the maintenance and calibration, thereof during the term of this loan and shall be responsible for any loss or damage resulting from its failure to do so other than loss or damage caused by fire or by ordinary wear and tear.

## Controlled Goods Registration

22. If the Contractor is advised that the loaned equipment includes controlled goods, then pursuant to the Defence Production Act, access to these controlled goods is only permitted to persons or firms that are either registered, or exempt from registration, under the Controlled Goods Registration Program (CGRP). Therefore, the Contractor must demonstrate compliance to the CGRP before the equipment may be provided, If at any time, the Contractor loses its registration or its exempt status, the contractor must immediately inform the RA. The Contractor must make arrangements to cancel outstanding demands for equipment that includes controlled goods, and to return any and all of this type of equipment in his possession.

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## ANNEX CE TO VOLUME 3

# REFERENCES, ACRONYMS & GLOSSARY FOR THE OPTIMIZED WEAPON SYSTEM SUPPORT (OWSS) OF THE INTEGRATED SOLDIER SYSTEM (ISS)

14 MARCH 2013



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**1 REFERENCES**

<b>Document Name</b>	<b>Document Title / Description</b>
<b>1.1 Canadian Forces Technical Orders and Manuals</b>	
A-AD-100-100/AG-000	National Defence Publishing Policy and Administration Procedures
A-DS-100-100/AG-002	Writing, Format and Production Guide to Administrative, Operational and Technical Publications
A-EN-007-000/FP-001	DND Environmental Assessment Manual
A-GG-040-004/AG-001	General Safety Program
A-LM-007-014/AG-001	Canadian Forces Supply Manual
A-LM-184-001/JS-001	Special Instructions - Repair and Overhaul Contractors
A-LM-505-001/AG-001	Guidance Manual - Integrated Logistics Support
A-LM-505-001/AG-002	Guidance Manual - Logistics Support Analysis
A-LM-505-010/JS-001	Material Management Instruction - Official Languages Requirements for Technical Documentation
A-LM-505-354/JS-001	Material Management Instruction - Assignment of Military Nomenclature for Electronic Aeronautical Photographic & Naval Equipment
A-LM-505-630/JS-001	Initial Supply Support - MMI 1630
A-P9-050-000/PT-001	Canadian Forces Individual Training and Education System, Volume 1 - Introduction/Description
A-P9-050-000/PT-002	Canadian Forces Individual Training and Education System, Volume 2 - Needs Assessment
A-P9-050-000/PT-003	Canadian Forces Individual Training and Education System Volume 3 - Analysis of Instructional Requirements
A-P9-050-000/PT-004	Canadian Forces Individual Training and Education System, Volume 4 - Design of Instructional Programmes
A-P9-050-000/PT-005	Canadian Forces Individual Training and Education System, Volume 5 - Development of Instructional Programmes

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<b>Document Name</b>	<b>Document Title / Description</b>
A-P9-050-000/PT-006	Canadian Forces Individual Training and Education System, Volume 6 - Conduct of Instructional Programmes
A-P9-050-000/PT-007	Canadian Forces Individual Training and Education System, Volume 7 - Evaluation of Learners
A-P9-050-000/PT-008	Canadian Forces Individual Training and Education System, Volume 8 - Validation of Instructional Programmes
B-GL-332-008/FP-001	Insert: Infantry
B-GL-334-001/FP-001	Standing Operating Procedures for Land Operations
C-01-000-000/DA-001	NDID Coding System
C-01-000-001/AG-001	Specifications - Authoring, Publishing and Distribution (APDS) Deliverables Requirements
C-01-000-102/AG-000	National Defence Index of Documentation
C-01-100-100/AG-005	Acceptance of Commercial and Foreign Government Publications as Adopted Publications
C-01-100-100/AG-006	Specification - Writing, Format and Production of Technical Publications
C-01-100-100/AG-008	Specifications - Writing Guide for Technical Documentation
C-02-008-001/TS-000	General Safety Lithium Batteries Handling, Storage Preservation and Disposal Instructions
C-02-040-007/TS-001	General Safety Precautions
C-02-040-009/AG-001	DND General Safety Standards (1999)
C-55-040-001/TS-001	Radio Frequency Radiation Safety Technical Requirements and Precautions
CF 1280	Certificate of Inspection and Release
CS-108	Eyelet Drawing
CS-110	Spur Washer Drawing

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<b>Document Name</b>	<b>Document Title / Description</b>
D-01-000-200/SF-001	Specification - Military Nomenclature Assignment and Procedures
D-01-002-007/SG-001	Requirements for the Preparation of CM Plans
D-01-002-007/SG-006	Requirements for the Selection of Configuration Items
D-01-100-214/SF-000	Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment
D-01-100-215/SF-000	Specification for Preparation of Materiel Change Notices for Canadian Forces Equipment
D-01-300-100/SG-000	Specification Preparation
D-01-400-001/SG-000	Standard - Engineering Drawing Practices for Class 1 Drawings and Technical Data Lists
D-02-002-001/SG-001	Canadian Forces Standard - Identification Marking of Canadian Military Property
D-02-006-008/SG-001	The Design Change, Deviation & Waiver Procedure
D-71-001-001/SF-002	Specification for Serial Numbering of Small Calibre Weapons
D-80-001-055/SF-001	Label, Clothing and equipment
D-80-001-500/SF-001	Specification for CADPAT TW (Canadian Disruptive Pattern (Temperature Woodland))
D-LM-008-001/SF-001	Methods of Packaging
D-LM-008-002/SF-001	Specification for Marking for Storage and Shipment
D-LM-008-022/SG-000	Standard for Packaging of Documentation
D-LM-008-036/SF-000	DND Minimum Requirements for Manufacturer's Standard Pack
DND 590	Certificate of Validation Form
DND 591	Certificate of Compliance Form
DND 626	Task Authorisation Form
DND 642	Certificate for Reproducible Copy

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Document Name	Document Title / Description
<b>1.2 Documents and Data to be provided to Contractor only</b>	
CF 942 Tag	Material Condition Tag
DSSPM 251-04	Mesh, 100% Polyester, Warp Knit CADPAT™ Light Sand, sealed for construction only
DSSPM 259-01	Cloth, Twist, Cotton/Nylon, Lightweight, CADPAT (TW) (Disruptive Pattern Temperate) for pattern, motif, size, colour distribution, clarity and colour guidance
DSSPM 267-01	MLCS Sealed Pattern
DSSPM 271-07	Cloth, Plain Weave, Nylon, Polyurethane Coated 230 g/m <sup>2</sup> , Type II, Sealed for construction and finish for Type II
DSSPM- 281-00	Cloth, Nylon, Polyurethane Coated, 425 g/m <sup>2</sup> for construction and hand
DSSPM 281-01	Cloth, Twist, Nylon/Cotton 170 g/m <sup>2</sup> , Canadian Average Green ( For colour and IRR properties)
DSSPM Data Files	VMF Message Format Details
Interface Control Document	IS-GPS-153D
Interface Control Document	IS-GPS-164
MIL-STD-6017A	Variable Message Format
RTVM	Requirements Traceability Verification Matrix
<b>1.3 DSSPM-controlled Documents and Data</b>	
CG_CORAL CRC Comms UN-6461-0000-00CSRevA_recd28Oct11.pdf	CORAL-CR-C Communication Specification
CG_CORAL CRC C UN-6461-0000-00EIRRevC.pdf	CORAL-CR-C Electrical Interface
CG_CORAL CRC Drawing un6461-0000-901F#RevC_recd28Oct11.pdf	CORAL-CR-C Drawing

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Document Name	Document Title / Description
D-80-001-091/SF-001	Cloth, Plain Weave Nylon - 195 g/m <sup>2</sup> and 230g/m <sup>2</sup>
DSSPM 2-2-80-211	Specification for Cloth Coated Nylon / Polyurethane, 425 g/m <sup>2</sup>
DSSPM 464-10	Modular Load Carriage System (MLCS), Front Chest Rig
DSSPM 466-10	Modular Load Carriage System (MLCS), Chest Rig- Back Yoke
DSSPM Data Files	Evaluation Area Maps
DSSPM Data Files	Sound Audio files
DSSPM Data File	Tumbling E Test
MLCS 14	MLCS Paper Pattern
<b>1.4 DGLEPM EHS Management System Instructions</b>	
DGLEPM I 600-04	<p>Environmental, Health and Safety Assessment (<a href="http://dglepm.ottawa-hull.mil.ca/dleps/dleps6/ehsms/instructions/DGLEPM%20I%20600-04-EHS%20Assessment.doc">http://dglepm.ottawa-hull.mil.ca/dleps/dleps6/ehsms/instructions/DGLEPM%20I%20600-04-EHS%20Assessment.doc</a>)</p> <p>Canadian Government Publishing Center</p> <p>Public Works and Government Services Canada</p> <p>Ottawa, Canada</p> <p>KIA OS9</p> <p>WWW: <a href="http://www.tc.gc.ca/acts-regulations/acts/1993c16/menu.htm">http://www.tc.gc.ca/acts-regulations/acts/1993c16/menu.htm</a></p>
<b>1.5 International Organization for Standardization</b>	
IEEE 802.3	Ethernet
ISO 845	Cellular plastics and rubbers - Determination of apparent density
ISO 7214	Cellular plastics - Polyethylene - Methods of test
ISO 9001-2008	Quality Management Systems - Requirements
ISO 9126-1:2001	Software Engineering - Product Quality - Part 1 Quality Model.

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Document Name	Document Title / Description
ISO 9660	Information Processing - Volume and File Structure of CDROM for Information Interchange
ISO 14001	Environmental Management System
ISO/IEC/IEEE 12207:2008	Software engineering - Software life cycle processes
ISO/IEC/IEEE 15288:2008	Systems engineering - System life cycle processes
ISO/IEC 15289:2006	Systems and software engineering - Content of systems and software life-cycle process information products (Documentation).
ISO/IEC 90003	Guidelines for the Application of ISO 90001:2000 to Computer Software
<b>1.6 US Military Standards/Handbooks/Drawings</b>	
MIL-HDBK-338B	Electronic Reliability Design Handbook
MIL-HDBK-454	General Guidelines for Electronic Equipment.
MIL-HDBK-470A	Designing And Developing Maintainable Products and Systems
MIL-HDBK-502	Acquisition Logistics Handbook
	Standardization Document Order Desk 700 Robbins Avenue, Building 4D Philadelphia, PA, USA 19111-5094
MIL-HDBK-881	DoD Handbook - Work Breakdown Structure
MIL-HDBK – 46855A	Human Engineering Guidelines for Military Systems Equipment and Facilities
MIL-STD 196	Joint Electronics Type Designation System
MIL STD 461F	Department of Defense Interface Standards: Requirements for the Control of electromagnetic Interference Characteristics of Subsystems and Equipment.
MIL STD 464A	Electromagnetic Effects, Requirements for Systems.

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MIL STD 810F and G	Environmental Engineering Considerations and Laboratory Tests
MIL-STD 973	Configuration Management
MIL STD 1388-2B	DOD Requirements For A Logistic Support Analysis Record
MIL STD 1472F	Human Engineering
MIL STD 1474D	Department of Defence Design Criteria Standard - Noise Limits
MIL STD 1686C	Electrostatic Discharge Control Program for Protection of Electrical and Electronic Parts, Assemblies and Equipment.
MIL-STD-1916	DOD Preferred Methods of Acceptance of Product
MIL-STD-2045-47001Dch1	Connectionless Data Transfer Application Layer Standard
MIL-STD-2500B	DOD Interface Standard National Imagery Transmission Format (version 2.1) for the National Imagery Transmission Format Standard.
<b>1.6.1 Military Specifications</b>	
MIL-B-18E	Batteries, Non-Rechargeable, Dry
MIL-F-495	Finish, Chemical, Black, for Copper Alloys
MIL-L-46000	Lubricant, semi-fluid, automatic weapons
MIL-PRF-372D	Rifle Bore Cleaner Cleaning Compound, Solvent
MIL-PRF-680B	Solvents
MIL-PRF-2104H	Performance Specification: Lubricating Oil, Internal Combustion Engine, Combat/Tactical Service
MIL-PRF-14107	Lubricating oil, Weapons, Low Temperature
MIL-PRF-32033	Lubricating oil, general purpose, preservative (water-displacing, low temperature)
MIL-PRF-32052(CR)	Performance Specification Batteries, Rechargeable, Sealed
MIL-PRF-32271	Performance Specification Batteries, Non-Rechargeable, Lithium

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Document Name	Document Title / Description
MIL-PRF-46170D	Performance Specification: Hydraulic Fluid, Rust Inhibited, Fire resistance, Synthetic Carbon Base
MIL-PRF-5038J	Performance Specification: Tape, Textile, and Webbing, Textile, Reinforcing, Nylon
MIL-W-17337	Webbing, Textile, Woven Nylon
MIL-W-43668	Webbing, Textile, Textured or Multifilament Nylon
<b>1.7 NATO STANAGs</b>	
STANAG 2104	Friendly Nuclear Strike Warning (STRIKWARN) - Edition 9
STANAG 2290 AST (Edition 2)	NATO Unique Identification of Items
STANAG 2895	Extreme Climatic Conditions and Derived Conditions for use in Defining Design/Test Criteria for NATO forces Material
STANAG 3748	Hydraulic Fluid, Petroleum (H-515, H-520 and C-635) and Polyalphaolefin (H-537, H-538 and H-544)
STANAG 4545	NATO Secondary Image Format (NSIF) - Ed 1 Amd 1
STANAG 4591	NATO Narrow Band Voice Coder
<b>1.8 UK Defence Standards</b>	
<b>1.9 US Federal Standards</b>	
A-A-52624A	Antifreeze, Multi-engine type
A-A-55301	Authorised replacement for MIL-W-43668 Commercial Item Description : Webbing Textile, Textured or Multifilament Nylon
A-A-55126 B	Commercial Item description: Fastener tapes, Hook and Loop, Synthetic
Allison TES 228	C-4 Heavy-Duty Automatic Transmission Fluid Specification
FAA Human Factors Design Std: 2003	Federal Aviation Administration - Human Factors Design Standards
	General Services Administration

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Document Name	Document Title / Description
	Specification Section Room 6662, 7th and D Streets, SW Washington, DC 20407
Standard for Safety of Flammability of Plastic Materials for Parts in Devices and Appliances Testing	UL94
<b>1.10 Commercial Standards</b>	
ANSI/AIM BC4-1999	Linear (One-Dimensional) Bar Code Symbologies
ANSI/EIA-649-A 2004	National Consensus Standard for Configuration Management
ANSI/GEIA-STD-0009-2008	Reliability Program Standard for System Design, Development and Manufacturing
ASTM D 412	Standard Test Methods for Vulcanized Rubber and Thermoplastic Elastomer - Tension
ASTM D573	Standard Test Method for Rubber - Deterioration in an air oven.
ASTM D 624	Standard Test Method for Tear Strength of Conventional Vulcanized Rubber and Thermoplastic Elastomer
ASTM D975-07b	Standard Specification for Diesel Fuel Oils
ASTM D3774	Standard Test Methods for Width of Textile Fabric
ASTM D3776	Standard Test Method for Mass per Unit Area (Weight) of Fabric.
ASTM D4814-04B	Standard Specification for Automotive Spark-Ignition Engine Fuel
ASTM D4964	Standard Test Method for Tension and Elongation of Elastic Fabrics (Constant-rate-of-Extension Type Tensile Testing Machine)
ASTM D4966	Standard Test Method for Abrasion Resistance of Textile Fabrics (Matindale Abrasion tester method).
ASTM D6210	Standard Specification for Fully-Formulated Glycol Base Engine Coolant for Heavy-Duty Engines

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CAN/CGSB 3.3	Kerosene
CAN/CGSB 3.5	Unleaded Gasoline
CAN/CGSB 3.517	Diesel Fuel
CAN/CGSB 4GP-85Ma	Nylon Thread (Continuous Multifilament)
CAN/CGSB 4.2	Textile Test Methods
CAN/CGSB-43.22-2001	Corrugated Fireboard Products
CAN/CGSB 54.1-M	Stitches and Seams
CAN/CGSB 86.1-2003	Care Labelling of Textiles
CNSSI 4009	National Information Assurance Glossary
Dexron III	Automatic Transmission Fluid
ECMA - 341	ECMA International Standard "Environmental Design Considerations for ICT and CE Products"
FIPS 140-2	Security Requirements for Cryptographic Modules
FIPS 180-3	Secure Hash Standard
FIPS 197	Advanced Encryption Standard (AES)
FIPS 198-1	The Keyed-Hash Message Authentication Code (HMAC)
IEC 61000-4-2	Electromagnetic compatibility (EMC) - Part 4-2: Testing and measurement techniques - Electrostatic discharge immunity test
IETF RFC 791	Internet Protocol
IETF RFC 1918	Address Allocation for Private Internets
IETF RFC 2474	Definition of the Differentiated Services Field (DS Field) in the IPv4 and IPv6 Headers
IETF RFC 2475	An Architecture for Differentiated Service
IETF RFC 3260	New Terminology and Clarifications for Diffserv

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Document Name	Document Title / Description
IETF RFC 4632	Classless Inter-Domain Routing (CIDR): The Internet Address Assignment and Aggregation Plan
IETF RFC 5771	IANA Guidelines for IPv4 Multicast Address Assignments
IETF STD 0005	Internet Protocol (IPV4)
IETF STD 0006	User Diagram Protocol
NIST SP 800-38A	Recommendation for Block Cipher Modes of Operation: Three variants of Cipher test Stealing for CBC Mode
NIST SP 800-38B	Recommendation for Block Cipher Modes of Operation: The CMAC Mode for Authentication
NIST SP 800-38C	Recommendation for Block Cipher Modes of Operation: the CCM Mode for Authentication and Confidentiality
NIST SP 800-38D	Recommendation for Block Cipher Modes of Operation: Gatois/Counter Mode (GCM) and GMAC
NIST SP 800-57	Recommendation for Key Management
SAE AS 81044	Wire, Electrical, Crosslinked Polyalkene, Crosslinked Alkane-Imide Polymer, or Polyarylene Insulated, Copper or Copper Alloy
SAE JA1000	Reliability Program Standard
SAE JA1010	Maintainability Program Standard
SAE JA1002	Software Reliability Program Standard
UCC/EAN-128	Encoding System Code 128 barcodes
<b>1.11 Other Publications</b>	
	Acoustical Society of America (ASA) S3.2 American National Standard Method for measuring the Intelligibility of Speech over Communications Systems
	Acquisition Contract for ISS
	OHSAS 18001

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	Canada Labour Code
	The Canadian Environmental Protection Act, 1999
	The Canadian Environmental Assessment Act
	Hazardous Products Act
	Transportation of Dangerous Goods Act
	Federal Halocarbon Regulations
	Canada Occupational Health and Safety Regulations
	The Canada Wildlife Act
	The Migratory Birds Convention Act, 1994
	The Wild Animal and Plant Protection and Regulation Act
	International and Interprovincial Trade Act
	The Antarctic Environmental Protection Act
	The International River Improvements Act
	The Canada National Parks Act
	The Canada National Marine Conservation Areas Act
	The Saguenay - St. Lawrence Marine Park Act
	Risk Management Strategy for Mercury-Containing Products, Environment Canada, 2006
	Mercury Regulations
	Ozone-Depleting Substances Regulations
	Environmental Emergency Regulations, SOR/2003-307
	Notice Requiring the Preparation and Implementation of Pollution Prevention Plans in Respect of Mercury Releases from Mercury Switches in End-of-Life Vehicles Processed by Steel Mills, 29 Dec

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Document Name	Document Title / Description
	2007, Canada Gazette Vol 141, No. 52
	List of Accelerated Reduction/Elimination of Toxics (ARET)
	National Pollutant release Inventory (NPRI) 2008, Canada Gazette Part 1, 16 Feb 2008
	Canada-wide Standard for Mercury-containing Lamp
	List of Challenged Substances  < <a href="http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list-eng.php">http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list-eng.php</a> >
	DLA Cataloguing Handbook H4/H8
	Canadian Export List
	Nokia monitor test download:  <a href="http://www.softpedia.com/progDownload/Nokia-Monitor-Test-Download-464.html">http://www.softpedia.com/progDownload/Nokia-Monitor-Test-Download-464.html</a>
CFAO 34-51	Radio Frequency Radiation Safety
DAOD 4003-1	Hazardous Material Management
DNDAF Version 1.7	DND/CF Architecture Framework

## 2 ACRONYMS

Acronyms & Abbreviations	Definition
AALA	American Association for Lab Accreditation
ABL	Allocated Baseline
AC	Aircraft
ACK	Acknowledge/Acknowledged
ADO	Adaptive Dispersed Operations
ADREP	Administration Report
ADRG	ARC Digitized Raster Graphics
AES	Advance Encryption Standard
AI	Action Item
AN/PRC	Army Navy / Portable Radio Components
ANSI	American National Standards Institute
AoT	Army of Tomorrow
APDS	Authoring Publishing & Distribution Specifications
ARET	Accelerated Reduction/Elimination of Toxics
ASA	Acoustical Society of America
ASCII	American Standard Code for Information Interchange
ASME	American Society of Mechanical Engineers
ASOW	Acquisition SOW
ASTM	American Society of Testing and Materials
ATC	Area Training Center
ATE	Automatic Test Equipment

Acronyms & Abbreviations	Definition
BD	Battlefield Day
BER	Beyond Economical Repair
BIT	Built in Test
BLR	Beyond Local Repair
BMS	Battle Management System
Bn	Battalion
C/No	Carrier-to-Noise
C4	Command, Control, Communications and Computers
C4I	Command, Control, Communications, Computers and Intelligence
C4ISR	Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance
CA	Criticality Analysis
CA	Contracting Authority
CADPAT™	Canadian Disruptive Pattern Trade Mark
CADPAT™ TW	Canadian Disruptive Pattern Trade Mark (Temperate Woodland)
CADRG	Compressed ARC Digitized Rastor Graphics
CAG	Canadian Average Green
CAGE	Commercial And Government Entity Code
CAP	Configuration Audit Plan
CAPV	Cryptographic Algorithm Validation Program
CAR	Configuration Audit Report
CASEVAC	Casualty Evacuation
CBC	Cipher Block Chaining

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CBIL	Consumable and Bulk Item List
CBRN	Chemical, Biological, Radiological and Nuclear
CCITT (ITU)	Comité Consultatif International Téléphonique et Télégraphique (International Telecommunication Union)
CCM	Counter with Cipher Block Chaining - Messages Authentication codes
CCMFR	Close Combat Modular Fighting Rig
CCP	Contract Change Proposal
CD	Classification of Defect
CDRL	Contract Data Requirement List
CDS	Cross Domain Solution
CE	Communications Electronics
CE	Conducted Emissions
CEHSPS	Corporate Environmental Health and Safety Performance Survey
CEPA	Canadian Environment Protection Act
CER	Combat Engineer Regiment
CF	Canadian Forces
CF-31	Panasonic Toughbook CF-31
CFB	Canadian Forces Base
CFB	Cipher Feedback
CFF	Critical Function Failure
CFITES	CF Individual Training and Education System
CFPD	Canadian Forces Publication Depot
CFQAR	Canadian Forces Quality Assurance Region

Acronyms & Abbreviations	Definition
CFSCE	Canadian Forces School of Communications and Electronics
CFSD	Canadian Forces Supply Depot
CFSEME	Canadian Forces School of Electrical and Mechanical Engineering
CFSS	Canadian Forces Supply System
CFTO	Canadian Forces Technical Order
CFTPO	Canadian Forces Transportation Packaging Orders
CGRR	Controlled Goods Registration Program
CGSB	Canadian General Standards Board
CI	Configuration Item
CITIS	Contractor Integrated Technical Information System
CLA	Contract Loan Agreement
CLT	Collective Training
CM	Configuration Management/Manager
CMAC	Cipher-based Message Authentication Code
CMP	Configuration Management Plan
CNP	Communication Network Planning
CNSSI	Committee on National Security Systems Instruction
CODEC	Coder-Decoder
CoE	Center of Excellence
COI	Communities of Interest
COMSEC	Communications Security
CONOPS	Concept of Operations

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COP	Common Operating Picture
COTS	Commercial Off the Shelf
CPU	Central Processing Unit
CS	Conducted Susceptibility
CS	Configuration Specialist
CSA	Configuration Status Accounting
CSA	Canadian Standards Association
CSCI	Computer Software Configuration Item
CSS	Combat Service Support
CST	Cryptographic and Security Testing
CTC	Combat Training Centre
CTR	Counter
CTS	Clothe the Soldier
DAD	Directorate of Army Doctrine
DAGR	Defence Advanced GPS Receiver
DAOD	Defence Administrative Order and Direction
DAR	Data At Rest
DAT	Director of Army Training
dB	Decibel
dB(C)	C-weighted decibel
dBA	A-weighted decibel
DC	Direct Current

Acronyms & Abbreviations	Definition
DED	Data Element Definition
DEW	Directed Energy Weapons
DGLEPM	Director General Land Equipment Program Management
DI	Data Item
DID	Data Item Description
DIT	Data-In-Transit
DLP	Directorate Land Procurement
DLR	Directorate of Land Requirements
DM	Data Management
DMC	Demilitarisation Code
DMEA	Damage Mode and Effects Analysis
DND	Department of National Defence
DNDAF	DND Architecture Framework
DoDAAC	Department of Defense Activity Address Code
DRDC	Defence Research and Development Canada
DRMIS	Defence Resource Management information system.
DSCO	Directorate Supply Chain Operations
DSSPM	Directorate of Soldier Systems Program Management
DTED	Digital Terrain Elevation Data
DWAN	DND Wide Area Network
EA	Environmental Assessment
EBS	Equipment Breakdown Structure

Acronyms & Abbreviations	Definition
EC	Engineering Change
ECL	Equipment Check List
ECO	Engineering Change Order
ECP	Engineering Change Proposal
ECR	Engineering Change Request
ECU	End Cryptographic Unit
ED&D	Engineering Design and Development
EEE or E3	Electromagnetic Environmental Effects
EFF	Essential Function Failure
EHE	Estimated Horizontal Error
EHS	Environmental Health And Safety
EHSA	Environmental Health and Safety Assessment
EHSMS	Environmental Health and Safety Management System
EIE	Electronic Information Environment
EM	Electromagnetic
EMC	Electromagnetic Compatibility
EMCON	Emission Control
EMI	Electromagnetic Interference
EMR	Electromagnetic Radiation
EMSEC	Emission Security
EMT	Equipment Management Team
EO	Electronic-Optronic

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EPA	Environmental Protection Act
ESD	Electrostatic Discharge
ESL CN	Equipment Support List Change Notice.
ESRI	Environmental Systems Research Institute
FAI	First Article Inspection
FBL	Functional Baseline
FBS	Full Box Stitch
FCA	Functional Configuration Audit
FCC	Federal Communications Commission
FDSC	Failure Definition and Scoring Criteria
FEC	Force Employment Concept
FFD	Fraction of Faults Detected
FFI	Fraction of Faults Isolated
FIFO	First-in-first-out
FM.CFF	Fire Mission. Call for Fire.
FMEA	Failure Mode and Effects Analysis
FMECA	Failure Modes, Effects and Criticality Analysis.
FOB	Forward Operating Base
FOC	Full Operational Capability
FQR	Formal Qualification Review
FSR	Field Service Representative
FW	Firmware

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Acronyms & Abbreviations	Definition
GB	Gigabyte
GCM	Galois Counter Mode
GeoPDF	Geo-referenced Portable Document Format
GeoTIFF	Geo-referenced Tagged Image File Format
GFE	Government Furnished Equipment
GFI	Government Furnished Information
GIDEP	Government-Industry Data Exchange Program
GPS	Global Positioning System
GQA	Government Quality Assurance
GUI	Graphic User Interface
HAZMAT	Hazardous Material
HC	Hard Copy
HDPE	High Density Polyethylene
HERO	Hazard of Electromagnetic Radiation to Ordnance
HFE	Human Factors Engineering
HHTI	Hand Held Thermal Imager
HL	Hearing Level
HMAC	Keyed-Hash Message Authentication Code
HQ	Headquarters
HR	Human Resources
Hz	Hertz
I&A	Identification and Authentication

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I/O	Input/Output
IAIL	Issue-Action Item Log
IAW	In Accordance With
IC	Industry Canada
ICD	Interface Control Document
ICT	Initial Cadre Training
IEC	International Engineering Consortium
IEEE	Institute of Electrical and electronics Engineers.
IEM	Information Exchange Methodologies
IETF	Internet Engineering Task Force
IHE	Intermediate Hardware Engineer
IILSS	Intermediate Integrated Logistics Support Specialist
ILS	Integrated Logistic Support
ILSM	ILS Manager
ILSP	Integrated Logistics Support Plan
INA	Intermediate Network Administrator
INFOSEC	Information Systems Security
IOC	Initial Operational Capability
IP	Intellectual Property
IP	Internet Protocol
IPC	Initial Provisioning Conference
IR	Infrared

Acronyms & Abbreviations	Definition
IRR	Infrared Reflectance
ISA	Into Service Acceptance
ISE	Intermediate System Engineer
ISFE	Intermediate Software/Firmware Engineer
ISO	International Organization For Standardization / International Standards Organisation
ISS	Integrated Soldier System
ISS	Intermediate Software Specialist
ISS-A	ISS Acquisition
ISS-CS	Integrated Soldier System Communication Suite
ISSE	Intermediate Software System Engineer
ISS-ES	Integrated Soldier System - Electronics Suite
ISS-OE	Integrated Soldier System - Operational Equipment
ISSP	Integrated Soldier System Project
ISS-S	Integrated Soldier System - Suite
ISS-SE	Integrated Soldier System - Support Equipment
IST	Intermediate System Technologist
IT	Information Technology
IT	Individual Training
IT&E	Individual Training and Education
ITAR	International Traffic in Arms Regulations
ITS	Intermediate Test Specialist
IV&V	Integration Verification and Validation

Acronyms & Abbreviations	Definition
JHS	Junior Hardware Specialist
JLSS	Junior LCMM Support Specialist
JPEG	Joint Photographic Experts Group
JQS	Junior Quality Specialist
JSE	Junior System Engineer
JSS	Junior Software Specialist
JSSE	Junior Software System Engineer
JST	Junior Software Tester
JTS	Junior Test Specialist
JTW	Junior Technical Writer
KEK	Key Encryption Key
KHz	KiloHertz
KMP	Key Management Planning
KPI	Key Performance Indicator
LAV	Light Armoured Vehicle
LCC	Life Cycle Cost
LCIS	Land Communications and Information Systems
LCMM	Life Cycle Materiel Manager
LCSS	Land Command Support System
LEMS	Land Equipment Management System
LOCREP	Location Report
LOE	Level of Effort

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LORA	Level of Repair Analysis
LoRU	Lowest Replaceable Unit
LRF	Laser Range Finder
LRU	Line Replaceable Unit
LS	Logistics Support
LSA	Logistics Support Analysis
LSACN	LSA Change Notice
LSAR	Logistic Support Analysis Record
m	metre
MACA	Month After Contract Award
MACS	Months after Contract start
MASIS	Materiel Acquisition and Support Information System
MaxMTTRS <sub>vc</sub>	Maximum Mission Time to Restore Service
MaxMTTRS <sub>sys</sub>	Maximum Mission Time to Restore System
MBITR	Multiband Inter/Intra Team Radio
MCN	Material Change Notice
MEL	Master Event List
MFD	Manufacturing Date
MFR	Modular Fighting Rig
MGRS	Military Grid Reference System
MHz	MegaHertz
MIL-PRF	United States Military Performance Specification

Acronyms & Abbreviations	Definition
MIL-STD	United States Military Standard
MLCS	Modular Load Carriage System
MNVG	Monocular Night Vision Goggles
MOB	Main Operating Base
MOS	Military Operational Scenario
MOSID	Military Occupational Specification Identification
MOTS	Military Off the Shelf
MPS	Master Project Schedule
MRP	Mobile Repair Parties
MRT	Mobile Repair Team
MRT	Modified Rhyme Test
MS	Microsoft
MSDS	Material Safety Data Sheet
MSG	Message
MSI	Maintenance Significant Item
MSTF	Mission Specific Task Force
MTBCF	Mean Time Between Critical Failures
MTBF	Mean Time Between Failure
MTBPM	Mean Time Between Preventive Maintenance
MTSR	Mean Time to Service Restoration
MTTR	Mean Time To Repair
MTU	Maximum Transmission Unit

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
NARTE	National Association of Radio and Telecommunications Engineers
NATO	North Atlantic Treaty Organization
NAU	Network Access Unit
NBC	Nuclear Biological And Chemical
NCM	Non Commissioned Members
NDHQ	National Defence Headquarters
NDID	National Defence Index of Documentation
NDQAR	National Defence Quality Assurance Representative
NEFF	Non-Essential Function Failure
NEMA	National Electrical Manufacturers Association
NFF	No Fault Found.
NIAG	NATO Industrial Advisory Group
NIMA	National Imagery and Mapping Agency
NIST	National Institute of Standards in Technology
NITF	National Imagery Transmission Format
NLT	Not Later Than
nm	nanometre
NMDS	National Material Distribution System
NOR	Notice of Revision
NORAD	North American Aerospace Defence Command
NPRI	National Pollutant Release Inventory
NRS	Noise Reduction System

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
NSCM	NATO Supply Code for Manufacturers
NSE	National Support Element
NSIF	NATO Secondary Image Format
NSN	NATO Stock Number
NVLAP	National Voluntary Laboratory Accreditation Program
OEI	Original Equipment Integrator
OEM	Original Equipment Manufacturer
OFB	Output Feedback
OHSMS	Occupational Health and Safety Management System
OM	Obsolescence Management
OMCL	OM Candidates List
OMIR	OM Issues Report
OP	Observation Post
OPCOM	Operational Command
OPEL	OWSS Performance Exception List
OPI	Office of Prime Interest
Ops O	Operations Officer
ORBAT	Order of Battle
OS	Operating System
OTAR	Over-The-Air-Rekeying
OTAZ	Over-The-Air Zeroizing
OWSS	Optimized Weapon System Support

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
PA	Positional Awareness
PA	Procurement Authority
PALS	Pocket Attachment Ladders System
PBL	Product Baseline
PBR	Performance Based Requirements
PCA	Physical Configuration Audit
PCB	Polychlorinated Biphenyls
PCCO	Project Control and Coordination Officer
PD	Project Director
PDA	Personal Data Assistant
PDF	Portable Document Format
PDHF	Physical Device Hosting Function
PDR	Preliminary Design review
PDU	Power Distribution Unit
PFM	Project Finance Manager
PGM	Program Manager
PHST	Packaging, Handling, Storage & Transportation
PJA	Project Administrator
PJM	Project Manager
PM	Project Management
PMCS	Preventive Maintenance, Checks and Services
PMO	Project Management Office

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
PMP	Project Management Plan
PN	Part Number - Manufacturer
PO	Performance Objective
POC	Point of Contact
PPB	Provisioning Parts Breakdown
PPE	Personal Protective Equipment
PPI	Pixel per Inch
PRM	Progress Review Meeting
ProdP	Production Plan
PRR	Production Readiness Review
PRS	Permissive Repair Schedule
PS	Performance Specification
PTA	Pure Tone Average
PTT	Push To Talk
PWGSC	Public Works and Government Services (Canada)
QA	Quality Assurance
QAM	Quality Assurance Manager
QAP	Quality Assurance Plan
QAR	Quality Assurance Representative
QC	Quality Control
QCI	Quality Conformance Inspection
QRG	Quick Reference Guide

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
QTDP	Qualification Test Description and Procedures
R&M	Reliability and Maintainability
R&O	Repair and Overhaul
RAD A+	Radio and Amplifiers
RADHAZ	Radio Frequency Radiation Hazard
RAM	Reliability, Availability and Maintainability
RAMPP	Reliability, Availability and Maintainability Program Plan
RCMA	Reliability Centered Maintenance Analysis
RE	Radiated Emission
RF	Radio Frequency
RFC	Request for Change
RFD	Request for Deviations
RFP	Request For Proposal
RFW	Request for Waiver
RMA	Repairable Material Account
RMR	Repairable material Request
ROE	Rules of Engagement
ROP	Routine Operating Procedures
RPY	Reparability
RS	Radiated Susceptibility
RSDL	Reactive Skin Decontamination Lotion
RSERL	Recommended Support Equipment Requirements Lists

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
RSPL	Recommended Spare Parts Lists
RTF	Rich Text Format
RTVM	Requirements Traceability and Verification Matrix
RV	Rendez-Vous
SA	Situational Awareness
SA	Seam Allowance
SAASM	Selective Availability Anti-Spoofing Module
SAR	Sparing Analysis Report
SAR	Specific Absorption Rate
SAT	System Acceptance Test
SAT DP	System Acceptance Test Descriptions and Procedures
SATP	System Acceptance Test Plan
SC	Soft Copy
SCN	Specification Change Notice.
SDR	System Design Review
SE	System Engineering
SE	Support Equipment
SEMP	System Engineering Management Plan
SEP	System Executive and Planning
SEP-Suite	System Executive and Planning Suite
SHE	Senior Hardware Engineer
SigO	Signal Officer

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
SILSS	Senior Integrated Logistics Support Specialist
SITREP	Situation Report
SITS	Special Investigation and Technical Studies
SLC	System Life Cycle.
SLSS	Senior LCMM Support Specialist
SM	System Management
SME	Subject Matter Expert
SMI	System Management Instructor
SMP	Standard Military Pattern
SMR	Source Maintenance & Recoverability Code
SNAPS	Selection Notice and Priority Summary
SOP	Standard Operating Procedure
SOR	Statement of Operational Requirement
SOV	System Overview
SOW	Statement Of Work
SPI	Stitches per inch
SPJM	Senior Project Manager
SPL	Sound Pressure level
SPT/STE	Special Production Tooling/Special Test Equipment
SPTD	Supplementary Provisioning Technical Data
SQS	Senior Quality Specialist
SRAAW	Short Range Anti-Armour Weapon

Acronyms & Abbreviations	Definition
SRAAW (L)	SRAAW (Light)
SRAAW (M)	SRAAW (Medium)
SRAR	System Requirement Allocation Review
SRCL	Security Requirements Check List
SSE	Senior System Engineer
SSQS	Senior Software Quality Specialist
SSSE	Senior Software System Engineer
SST	Senior System Technologist
SSTE	Senior SW Test Engineer
STANAG	NATO Standardization Agreement
STD	Standard
STE	Senior Test Engineer
STTE	Special Tools and Test Equipment
STW	Senior Technical Writer
SV	Space Vehicle
SVDD	Software version description Document
SW	Software
TA	Technical Authority
TAC	Translation Accuracy Check
TACIS	Tactical Asset Configuration Information System.
TAM	Tactical Aid Memoire
TAT	Turn Around Time

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
TDMP	Technical Documentation Management Plan
TDP	Technical Data Package
TDWG	Training Development Working Group
TEK	Traffic Encryption Key
TF	Task Force
TFR	Technical Failure reports
TIES	Technical Investigation and Engineering Support
TIFF	Tagged Image File Format
TMDE	Test, Measurement and Diagnostic Equipment
TNA	Training Needs analysis
TPM	Technical Problem Management
TPR	Technical Problem Report
TPRL	Technical Publications Requirements List
TPS	Technical Performance Specification
TRADOC	Training and Doctrine Command
TRANSEC	Transmission Security
TRM	Technical Review Meeting
TRR	Test Readiness Review
TTC	Talk Through Circuit
TTPs	Tactics, Techniques and Procedures
TW	Temperate Woodland
UAPS	User Acceptance Performance Specification

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<b>Acronyms &amp; Abbreviations</b>	<b>Definition</b>
UCD	User Control Device
UCR	Unsatisfactory Condition Report
UDP	User Datagram Protocol
UHF	Ultra High Frequency
UI	User Interface
UI/HSD	User Interface/Help System Designer
UL	Underwriter Laboratory
UM	User Manual
USB	Universal Serial Bus
UTM	Universal Transverse Mercator
VBS	Virtual Battle Space
VEC	Valued Ecosystem Components
VIP	Very Important Person
VL	Verification Level
VMF	Variable Message Format
VPF	Vector Product Format
VQ	Verification and Qualification
VQP	Verification and Qualification Plan
WBS	Work Breakdown Structure
WD	Working Day
WES	Weapons Effects Simulation
WES SAT	WES Small Arms Trainer

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Acronyms & Abbreviations	Definition
WHMIS	Workplace Hazardous Material Information System
WO	Warrant Officer

### 3 GLOSSARY

Terms	Definition
Accessory Items	Interface cables required for the ISS-ES to operate with the GFE as defined in the TPS.
Active BIT	Active BIT is a type of BIT which periodically disrupts the prime system operation through the injection of test stimuli into the system.
Adaptive Dispersed Operations (ADO)	<p>ADO envisage employing highly adaptive land forces dispersed-in terms of time, space, and purpose-throughout the width and depth of the battle space in order to create and exploit opportunities, control the tempo of operations and overwhelm the adversary's understanding of that battle space. The essence of adaptive dispersed operations is the ability to conduct coordinated, interdependent, full spectrum actions by widely dispersed teams across the moral, physical and informational planes of the battle space, ordered and connected within an operational design created to achieve a desired end state. The fundamentals of dispersed operations, developed from the manoeuvre principles of find, fix and strike, include:</p> <ul style="list-style-type: none"> <li>- developing situations prior to contact;</li> <li>- manoeuvring to positions of advantage;</li> <li>- influencing the adversary beyond the range of his weapons with lethal and nonlethal capabilities;</li> <li>- destroying the enemy, when necessary, with precision and area effects;</li> </ul> <p>conducting close engagement, when necessary, at the time and place of own choosing; and</p> <ul style="list-style-type: none"> <li>- transitioning between operations without loss of focus or momentum.</li> </ul> <p>These fundamentals are applied across the moral, physical and informational planes of the battle space. In short, adaptive dispersed operations call for networked and integrated land manoeuvre forces-supporting and supported by JIMP integrated effects-alternatively dispersing and aggregating over extended distances to identify, influence and defeat full spectrum threats throughout the multidimensional battle space. Dispersion, in this context, is in relation to time, space and purpose.</p>

Terms	Definition
Alarm	An indication from any source that a chemical, biological, radiological or nuclear attack or release other than attack may have occurred (NATO).
Alert	<p>A warning signal of a real or potential danger, such as an air attack (CLS).</p> <p>A warning signal of a real or threatened danger, such as an air attack (NATO).</p> <p>The period of time during which troops stand by in response to an alarm (NATO).</p> <p>Readiness for action, defence or protection (NATO).</p>
Ancillary Equipment	Ancillaries are items purchased by ISSP that are not part of the ISS-S Basic System but are required for the system to operate. This applies particularly to the SEP Suite for System Management.
Application Software	Application software is computer software designed to help the user to perform a particular task. Such programs are also called software applications, applications or apps. Typical examples are word processors, spreadsheets, media players and database applications.
Area of Operations	A geographical area, within an area of responsibility, assigned to a subordinate commander within which that commander has the authority to plan and conduct tactical operations.
Army Training Levels	<p>Level 1 - Individual</p> <p>Level 2 - Section</p> <p>Level 3 - Platoon</p> <p>Level 4 - Company</p> <p>Level 5 - Combat Team</p> <p>Level 6 - Battle Group</p> <p>Level 7 - Brigade Group</p>
Automatic BIT	Automatic BIT is a subset of BIT which is initiated automatically when subsystem electrical power is turned on; it provides continuous

Terms	Definition
	or iterative testing and monitoring, is non-interruptive to normal system operation (following the initial power-up tests) and invisible to the operator except when an operator-relevant fault is detected and reported; detects and isolates each fault to the corresponding level of maintenance.
Availability	The probability that an item will perform its intended function at a stated point in time or over a stated period in time; or, the probability that an item is in an operable state at the start of a mission, when the mission is called at a random point in time.
Basic Element	A unique item or equipment that can be replaced as required.
Basic Knowledge	A general awareness of theory and/or facts which can be acquired quickly.
Basic Reliability	The ability of an item to perform its required functions without failure or defect for the duration of its life profile. Basic reliability is concerned with all failures, no matter how minor their impact on system operation.
Battery Charger Set	All the charging equipment required to recharge an ISS Rechargeable Battery Set.
Battery Loading/Storage Device	A sleeve/cradle used to hold a group of batteries within a Power Domain. It must be provided if required to meet the ISS-S requirements.
Battle Order	The soldier is clothed and equipped to carry out a specific mission for a period of up to 24 hours. The soldier carries all items necessary for at least eight hours of operations and has the additional capacity to carry items for up to 24 hours of operations.
Blue SA	The product of the processes by which information on the friendly forces disposition and the overall battlefield geometry (i.e. boundaries, control measures, etc). It also provides commander with asset visualization, the accurate status of his own and other friendly forces' human, material and information resources.
Brown SA	The product of the processes which provides information on all aspects of the environment where operations are conducted. It consists primarily of terrain and meteorological information but could also include information about environmental and NBC hazard, space, geo-spatial relationship, the electromagnetic spectrum, politics, economics,

Terms	Definition
	sociology and law.
Browning 9-mm Pistol	The Browning 9-mm pistol is carried by officers and soldiers who require a sidearm that can be rapidly drawn and fired, even in confined spaces. The pistol consists of a barrel, a slide, a breech block, a frame, and a 13 round magazine.
Built In Test (BIT)	An integral capability of the equipment that provides an on-board test capability to detect, to diagnose, or isolate system failures. The fault detection and, possibly, isolation capability is used for periodic or continuous monitoring of a system's operational health, and for observation and, possibly, diagnosis as a prelude to maintenance action.
C6 General Purpose Machine Gun	<p>The C6 is a general purpose machine gun (GPMG) and is issued in substantial numbers to combat arms units. The C6 is a fully automatic, air cooled, belt fed gas operated weapon that can be adjusted to fire between 650 and 1000 rounds per minute. The calibre is 7.62 x 51 mm NATO.</p> <p>The Army uses this weapon in a number of roles. In the infantry, the C6 GPMG can be carried by dismounted soldiers and is used to provide either fire support or sustained fire. The C6 GPMG is mounted in a variety of vehicles, including the LAV III, the Coyote and the Leopard C2. In these vehicles the C6 GPMGs are mounted co-axial to the main armament and are used to provide fire support to the infantry or for local defence of the vehicle itself.</p> <p>In the sustained fire role the C6 GPMG is mounted on a tripod. The C2 sight is used in conjunction with an aiming post to allow the crew to engage targets that they cannot see, due to fog, smoke or darkness.</p> <p>The C6 GPMG is light enough to be carried and used by soldiers on a variety of operations including patrolling, the advance, hasty defence, and delay and withdrawal operations. The C6 GPMG is normally carried by its sling, which can be looped over either shoulder, and fired from its bipod. In this manner it can be brought into action quickly and effectively.</p>
C7A2 Assault Rifle	The C7A2 assault rifle is a Canadian adaptation of a U.S. M16A1E1. The weapon is equipped with a 3.5x optical sight, which is mounted in place of the carrying handle. Ammunition is 5.56 x 45 NATO standard. Along with the optical sight, optional attachments include the M203A1 40mm grenade launcher, the AN PAQ 4 Laser pointer

Terms	Definition
	and the Image Intensification Night Sight (Kite sight).
C7A2 M203A1 40-mm Grenade Launcher	C7A2 M203A1 40-mm Grenade Launcher is a C7A2 Assault Rifle fitted with a 40mm Grenade Launcher.
C8 Assault Carbine	The C8 assault carbine is a compact version of the standard C7 rifle, featuring a telescoping butt-stock and a shortened barrel. It is issued to armoured crews and troops on special missions.
C9A2 Light Machine Gun	The C9A2 is an improved C9 Light machine-gun with an optical sight attached. It is fully automatic, gas operated and belt or magazine fed. Within the rifle section, the C9A2 is used to provide covering fire for the manoeuvre of assault troops in the offence and to cover enemy approaches in the defence. Ammunition is 5.56 x 45 mm NATO. The C9A2 can be fitted with an optical sight and the Image Intensification Night Sight (Kite sight).
Call Sign	A designator to identify a station on a radio net.
Canalphones	The disposable piece of an earphone affixed to the ISS-S Audio Display and inserted directly into the ear canal. Canalphones also act as earplugs to block out environmental noise. There are two main types of canalphones: universal and custom. Universal canalphones provide one or more stock sleeve size(s) to fit various ear canals, which are commonly made out of silicone rubber, elastomer, or foam, for noise isolation. Custom canalphones are fitted to the ears of each individual. Castings of the ear canals are made and the manufacturer uses the castings to create custom-moulded silicone rubber or elastomer plugs that provide added comfort and noise isolation.
Carl Gustaf Short Range Anti Armour Weapon (SRAAW) Medium (M)	<p>The Carl Gustaf is a section level anti-tank recoilless rifle. There are two versions, the older M2 is on issue to most regular units and the newer lightweight M3 is held by the light infantry. The Canadian army has two main types of ammunition: a High Explosive Anti-Tank (HEAT) round and a High Explosive Dual Purpose (HEDP) round for bunkers and fortified positions.</p> <p>It is normally fired by a two-man crew: one carries and fires the weapon and other loads the ammunition. The weapon is fitted with iron sights but is normally fired using the 3x telescopic sight. The Carl Gustaf can be fired from the standing, kneeling or prone position. When fired in the prone position a small bipod is normally used to assist in stabilizing the weapon.</p>

Terms	Definition
Catastrophic Mishap Severity	Could result in death, permanent total disability, or irreversible or reversible severe environmental damage that violates law or regulation.
CF-31 Laptop	Panasonic Toughbook CF-31
Charlie-Charlie Radio Call	Charlie-Charlie Radio Call is a grouping of specific call signs to eliminate the requirement to name all recipients of a radio call when sending a message to the group.
Combat Estimate	An estimate made in contact or imminent contact with the enemy which is immediately transformed into orders for subordinate commanders.
Commercial Of The Shelf (COTS)	Product that is commercially available to the general public and which requires no special modification or maintenance over its life cycle.
Common interface/Common connector/Common protocols (3C)	The concept and its implementation where all connectors connecting to all devices are identical from a stand point of their Electrical & Mechanical Interfaces and the protocols suite use to maintain communication between the devices is common to all devices. It is a unified Architecture offering a backbone commonality. Expansion hub permit the addition of connection to the overall system and adaptors are used to connect legacy equipment or equipment not implementing the same interface.
Communications	In the realm of the Integrated Soldier System, it is defined as the transferring of messages or exchanging of information or ideas, through speech, visual or through electronic means.
Communities of Interest (COI)	<p>Group of Users who share common information. Unless otherwise specified, COIs include both voice and data communications.</p> <p>A Group of users who only share common data is identified as data COI.</p> <p>A Group of users who only share voice communications is identified as voice COI.</p>
Company Quarter Master	An appointment within a Rifle Coy, normally a Warrant Officer who works for the Coy 2i/c to ensure combat supply is provided to the coy from the supply system.

Terms	Definition
Compatibility	The suitability of products, processes or services for use together under specific conditions to fulfil relevant requirements without causing unacceptable interactions.
Compatibility for ISSP	<p>1. Capability of two or more items or components of equipment or material to exist or function in the same system or environment without mutual interference.</p> <p>2. In computing, the ability to execute a given program on different types of computers without modification of the program or the computers.</p> <p>3. The capability that allows the substitution of one subsystem (storage facility), or of one functional unit (e.g., hardware, software), for the originally designated system or functional unit in a relatively transparent manner, without loss of information and without the introduction of errors.</p>
Compatible	Consistent, able to coexist, (with); mutually tolerant; (of equipment etc.) able to be used in combination.
Complex Terrain	Terrain whose features impact on line-of-sight, restrict manoeuvre and separate the soldier from the vehicle. Note: In general, urban areas, jungle, mountains and forests are considered to be complex terrain.
Component	Serves to form, compose, or make up a unit or whole.
Comprehensive Knowledge	The mastery of theory and/or facts which usually require extensive training and/or experience to learn.
Connection	A mean that bring together, at a common boundary or interface, two links. In the case of electrical connection (e.g. Audio, RF, power) it is done using a connector (male and female). In the case of an electromagnetic connection this can be achieved through RF signal, in close quarter by inducting a form of RF.
Connector or Electrical Connector	A device (H/W or S/W) that join together (fasten) two pieces of equipment to allow communication to and from the equipment. In other words the connectors provide the connection.
CONTACT	An indicator of immediate and significant sighting of or fire from the enemy. Initial message is CONTACT WAIT OUT. All radio communication on a COI ceases until the sender of the CONTACT provides a follow up report. The second message follows a format for

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Terms	Definition
	provision of When, Where, Who, How and what the reporting CS is doing about it.
Continuous BIT	Continuous BIT is a type of BIT which continually monitors system operation for errors.
Coral-CR-C Interface Cable	Provides the cabling and connection between the appropriate ISS-ES system element and the Coral-CR-C sensor to meet the sensor requirements of the TPS. (Volume 2, Annex CB, Appendix 1).
Corporal	A more experienced soldier than a Private within a rifle Sect who may be employed as a Light Machine Gunner or M203 Grenadier.
Corrective Maintenance	Maintenance actions carried out to restore a defective item to a specified condition.
Courseware and Training Documentation	Courseware is the material required for instruction, learning, and testing events. Courseware includes: Lesson plans, CAI modules, including learning objects, reference materials, including IETPs, Student handouts, Student study materials, Training scenarios, Performance Checks (PCs), Enabling Checks (ECs);  Training Documentation is formal documentation and includes: Occupation Specifications (OSs), Occupation Specialty Specifications (OSSs), Qualification Standards (QS), and Training Plans (TP).
Critical Failure	A Critical Failure is an event that results in the loss or degradation below normal performance limits of a Critical Function, as defined in the Failure Definition and Scoring Criteria.
Critical Mishap Severity	Could result in permanent partial disability, injuries or occupational illness that may result in hospitalization, or reversible environmental damage causing a violation of law or regulation
Custom Canalphones	Custom canalphones are fitted to the ears of each individual. Castings of the ear canals are made and the manufacturer uses the castings to create custom-moulded silicone rubber or elastomer plugs that provide added comfort and noise isolation.
D	D signifies the execution day of an operation for Planning purposes. Events are chronologically identified as preceding (D-) or following (D+) a key event on a specific day. This is a sliding scale that is not necessarily related to a specific calendar date until all facets of Planning have been investigated for their impact on the assigned

Terms	Definition
	<p>mission and tasks</p> <p>E.g., D is the day when a helicopter operation to land on an objective in an air mobile operation occurs in order to conduct a ground operation.</p>
DAGR Interface Cable	Provides the cabling and connection between the appropriate ISS-ES system element and the DAGR to meet the Military mode GPS requirements of the TPS. (Volume 2, Annex CB, Appendix 1).
Danger Area	The danger area is the area associated with a geographical area (that may include x, y and z dimensional coordinates) from which unauthorized ships, personnel, equipment, and aircraft are excluded for reasons of safety, either because of the actual firing of weapons or the presence in the ground of unexploded mines or other munitions.
Data	Information represented in a manner suitable for automatic processing. (NATO)
Detailed Knowledge	The level of understanding of theory and/or facts which require substantial training and/or experience to learn.
Dismounted Peer Network	A dynamic radio network formed by two or more ISS-CS nodes to permit the exchange of information between ISS-CS nodes.
Dismounted Rifle Company	A Dismounted Rifle Company consists of a Coy Headquarters, a Weapons Detachment and three dismounted Rifle Platoons. Company Headquarters consists of a Company Commander (Major), Coy Second-in-Command (Captain) Company Sergeant-Major (MWO) and a Signals Detachment of two signallers (Corporals) The Weapons Detachment consists of a four personnel that includes a Detachment Commander (MCpl) and Second-in-Command (Cpl) plus two Cpl/Ptes manning support weapons. In addition there is a Coy Quartermaster (WO) and 2 store men. Personnel from other arms and services such as artillery and medical services may be attached as required and must be supported by the Integrated Soldier System.
Dismounted Rifle Platoon	A dismounted platoon consists of a Platoon Headquarters, a Weapons Detachment and three dismounted Rifle Sections. Platoon Headquarters consists of a Platoon Commander (Lieutenant), Platoon Second-in-Command (Warrant Officer) and a platoon Signaller (Corporal) The Weapons Detachment consists of a six personnel that includes a Detachment Commander (MCpl) and Second-in-Command

Terms	Definition
	(Cpl) plus four Cpl/Ptes manning support weapons.
Dismounted Rifle Section	A dismounted section consists of two four person groups called Assault Groups. Each Assault Group consists of one each rifleman, grenadier, machine gunner or commander. A Non-Commissioned Officer in the rank of Sgt commands the section as well as Assault Group 1 while Assault Group 2 is commanded by a Jr NCO normally in the rank of MCpl.
Dismounted Soldier	A dismounted soldier typically is an infantryman within a dismounted rifle section. He may be assigned specific tasks as a rifleman, grenadier, machine gunner or commander. Other CF members may also be dismounted soldiers, such as artillery Forward Observation Officers and detachments, Forward Air Control Parties, Medical Assistants etc.
Durability	The ability of an item to survive to the end of its "design life" when it is not subjected to "over-stress" conditions.
Electromagnetic Interference	Any electromagnetic disturbance, whether intentional or not, which interrupts, obstructs, or otherwise degrades or limits the effective performance of electronic or electrical equipment.
Electromagnetic Silence	A restriction placed on the use of equipment to prevent the emission of any electromagnetic signals.
Electronic Silence	A restriction placed on the use of equipment to prevent the emission of significant electromagnetic signals.
Electronic Textile / Electro-Textile / E-Textile	Electronic textiles (e-textiles) are fabrics that can incorporate active and passive electronic devices from simple conductors to more complex computing platform. Using yarn with different intrinsic capabilities, etching, deposit of different natures to obtain the computational, sensing, transmission of information that make the Smart /Intelligent textiles.
enabling system	system that supports a system-of-interest during its life cycle stages but does not necessarily contribute directly to its function during operation
Entity	Any displayable geo referenced object that can be superimposed on the map.
Entropy	Entropy is randomness provided using truly random, non-deterministic

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Terms	Definition
	means or events.
ESRI Shapefiles	The <b>ESRI Shapefile</b> or simply a <b>shapefile</b> is a popular geospatial vector data format for geographic information systems software. It is developed and regulated by ESRI as a (mostly) open specification for data interoperability among ESRI and other software products. Shapefiles spatially describe geometries: points, polylines, and polygons.
Essential Function Failure (EFF)	An Essential Function Failure is an event that results in the loss or degradation below normal performance limits of a Critical or Vital Function, as defined in the Failure Definition and Scoring Criteria.
Ethernet drop	Ethernet drop is a physical location sometime associated with Hotspot that offer internet access over a wire LAN through the use router. Ethernet drop can be found normally where a wired Ethernet infrastructure is installed. It can be found in various public establishments throughout much of North America and Europe; in this case, it is generally collocated with hotspot.
Exposed / Unexposed connector	The term "unexposed connector" refers to connectors that are accessible by the soldier only for maintenance to connect/disconnect equipment deemed internal to the clothing. These connectors will not normally be directly exposed to the outside natural elements.  The term "exposed connector" refers to connectors that are accessible by the soldier to connect/disconnect equipment that is external to the clothing.
False Alarm	An indication of a fault where no fault exists.
False Alarm Rate	The frequency of occurrence of false alarms over a defined period of measure (e.g., time, cycles, etc.). It is the number of false alarms divided by the total number of faults detected.
Fault Detection	A process which discovers the existence of faults.
Fault Isolation	Where a fault is known to exist, the process of determining the location of a fault to the extent necessary to effect repair.
Federal Information Processing Standards (FIPS)	FIPS are publicly announced standards developed by the United States federal government for use by all non-military government agencies and by government contractors

Terms	Definition
Fighting Order	The soldier carries the minimum essential ammunition, weapons, environmental clothing, and equipment that must be immediately available for combat.
Fitted for but not with	Fitted for implies that a capability that is not supplied by the OEM for the ISS has been catered to in the design so that should the capability be made available the ISS is capable of incorporating the ability to use the item supplied separately.
FRAG O - Fragmentary Orders	An abbreviated form of an operation order, issued as required, that eliminates the need for restating information contained in a basic operation order. It may be issued in sections.
Full Operational Capability	The full attainment of the ability to effectively employ a new or improved capability, and for which adequate infrastructure, training, staffing, and support are in place, both for the new capability and for the organization employing it. FOC is unique to each project and is identified in the project Statement of Operational Requirement (SOR). The sponsor sets the more detailed, quantifiable FOC requirements as the project evolves.
GEOTIFF	<b>GeoTIFF</b> is a public domain metadata standard which allows georeferencing information to be embedded within a Tagged Image File Format (TIFF). The potential additional information includes map projection, coordinate systems, ellipsoids, datums, and everything else necessary to establish the exact spatial reference for the file.
Graphic Scale	A graphic scale is a ruler printed on the map and is used to convert distances on the map to actual ground distances.
GUI	Graphical User Interface. Software part of the User Interface that presents icons and visual indicators that the User can select and click using a pointer style approach. The Graphical User Interface is independent and excludes the physical controls required to move the pointer and activate the selection of the icons.
H / Hr	The time at which a series of events is predicated on for action. Events are chronologically identified as preceding (H-) or following (H+) a key event at a specific time on a specific day. This is a sliding scale that is not necessarily related to a specific time until all facets of Planning have been investigated for their impact on the assigned mission and tasks

Terms	Definition
	E.g. H Hr is the specific time when a helicopter lands on an objective in an air mobile operation and the troops dismount to commence operations on the ground. H Hr occurs on D Day.
Haptic	Of or relating to the sense of touch; tactile.
Hazard	Any real or potential condition that can cause injury, illness, or death to personnel; damage to or loss of a system, equipment or property; or damage to the environment.
Hide	a location where a military force of any size up to company may conceal itself to conduct rest and resupply prior to the recommencement of operations
Highly Skilled	The level of proficiency which usually can only be acquired by considerable training and practical experience.
Hot-Plugging	Describe the capacity of a system to accept, when the system is under power (thus hot) and running, the insertion of a part (addition or replacing) into the system. This is done without having to shutdown the system to insert the part, and without significant interruption in the operation of the system.
Hot-swapping	<p>Describes the functions of adding and removing system components without shutting down the system.</p> <p>More specifically, Hot swapping describes replacing components without significant interruption to the system.</p> <p>To be able to do Hot-swapping, a system must accept hot-plugging.</p>
Individual Combat Loads	<p>For load carriage assessment purposes, individual combat loads are identified as Conceptual Loads and Mission Specific Loads.</p> <p>Conceptual Loads are used to ensure trials of new equipment are consistent so that new equipment has a dedicated place on the soldier for assessment purposes from trial to trial. This also ensures that real estate management on the soldier is consistently measured (both weight and volume) from trial to trial.</p> <p>Mission Specific Loads are the purview of the Mission Commander and satisfy the load carriage needs to obtain mission success.</p>

Terms	Definition
Initiated BIT	Initiated BIT is a subset of BIT which is initiated by some event or the operator; may interrupt normal operation; operator participation may be required. It detects and isolates each fault to the corresponding level of maintenance.
Integrate	Complete (imperfect thing) by addition of parts; combine (parts) into a whole.
Integrated Clothing Ensemble	A single, fully integrated clothing system to protect the CF soldier in environmental conditions ranging from wet cold to extreme cold. It is based on the layering principle, enabling the soldier to regulate body temperature and heat build-up to comfortable levels through adding and removing layers or by using a system of ventilation.
Integrated Soldier System (ISS)	The ISS includes all equipment acquired by Canada as part of the ISSP.
Integrated Soldier System - Communications Suite (ISS-CS)	The Integrated Soldier System Communications Suite is a dismounted soldier communications kit based on a wearable soldier radio for tactical unclassified voice and data communications.
Integrated Soldier System - Electronics Suite (ISS-ES)	All physical electronics devices and all cabling that is worn by the soldier as part of the ISS-S Main Equipment, including all software and firmware running on the soldier-worn equipment. Excludes Battery Sets, MLCS and Universal Canalphone Set.
Integrated Soldier System - Suite (ISS-S)	All equipment that the soldier wears and carries with him/her in any shape or form, including the software, electronic equipment, cables, MLCS, batteries and any other component required to meet the ISSP Technical Performance Specifications.
Integrated Soldier System Suite Audio Display	The ISS-S Audio Display supports the presentation of voice communications coming from a radio via integrated speakers and the generation of voice communications to a radio via one or more microphones. The ISS-S Audio Display also supports the presentation of sounds generated from alarms, alerts or warnings and provides hearing protection for the soldiers while allowing them to still hear and distinguish all environmental sounds and noises.
Integrated Soldier System-Suite Communications Network (ISS-S Communications Network)	The ISS network is the communication network comprised of all ISS-S nodes and all COIs that are configured to communicate together.

Terms	Definition
Integrated Soldier System Suite Tactical User Interface (ISS TUI)	Small user interface including controls and a visual display which offers basic situational awareness.
Integration for ISSP	<p>For ISSP:</p> <ol style="list-style-type: none"> <li>1. The state of combination or the process of combining into completeness and harmony.</li> <li>2. In computer science, allows data from one device or software to be read or manipulated by another.</li> </ol>
Interruptive BIT	Interruptive BIT is a built in test procedure which interrupts the system's processor(s) to interrogate a selected group of failure modes.
Intrinsic Availability	Also called Inherent Availability. The probability that an item is in an operable state at the start of a mission, when the mission is called at a random point in time where the time considered includes only operating and active repair times. Intrinsic Availability excludes all scheduled maintenance, ready or standby, administrative delay and logistic delay times. It includes only the effects of the item's design and its application, and does not account for effects of the operational and support environment.
ISS Battery Set	The full complement of Battery Pack (s) required to operate one ISS-S for a full BD.
ISS BMS SW on CF Laptop	Integrated Soldier System Battle Management Software on Canadian Forces Laptop: subset of the ISS-ES software, running on a CF laptop used by commanders to perform static non-tactical tasks, such as mission planning.
ISS Non-Rechargeable Battery set	The full complement of Power Domain Non-Rechargeable Battery Pack(s) for each Power Domain of the ISS-S required to operate one ISS-S for a full BD.
ISS Rechargeable Battery set	The full complement of Power Domain Rechargeable Battery Pack(s) for each Power Domain of the ISS-S required to operate one ISS-S for a full BD.
ISS Support	All software, hardware and documentation required to support the ISS software and hardware operation and maintenance while deployed or in garrison.

Terms	Definition
ISS-S User	A soldier or other person who uses the ISS-S to perform his job or tasks.
Land Command Support System (LCSS)	The Land Command Support System is the C4ISR system used by the Canadian Forces to provide Army communications in a theatre of operations. The LCSS is a system of systems and includes communications networks for vehicles, mobile headquarters, static headquarters, and soldiers. Additionally, the LCSS provides applications and services to support Army operations. The LCSS operates as a SECRET System High network for Canadian national operations.
LCSS Integration Suite (LCSS-IS)	The Land Command Support System Integration Suite is a dismounted soldier communications kit based on a portable soldier radio for SECRET voice and data communications with supporting LCSS vehicles, headquarters and dismounted commanders having compatible radios.
LCSS Radio Interface Cable Set	The LCSS Radio Interface Cable Set provides the cabling and connections between the appropriate ISS-ES system element and the LCSS PRC-152 Radio, PRC-148 Radio and PRC-117 Radio to meet the TPS (Appendix 1 to Annex CB) requirements associated with those LCSS Radios. If the same cable can be used to interface with all 3 radios, then the "LCSS Radio Interface Cable set" should only be a single cable. If different cables are required to interface with each LCSS radios, then the "ISS-S to LCSS Radio Interface Cable set" should include the 3 different cables.
Lieutenant (Lt)	A rank within the CF. In an Infantry unit normally employed as a Pl Comd
Life Profile	A time-based description of the events and environments an item experiences from manufacture to final expenditures or removal from the operational inventory, to include one or more mission profiles. Usually described by the Operational Mode Summary.
Light Armoured Vehicle (LAV)	The primary infantry transport vehicle on the battlefield. Its integral turret mounted 25 mm gun provides direct fire support to the Sect when dismounted. The vehicle requires 3 individuals to operate independently (driver, gunner and crew commander) and can accommodate an additional 7 soldiers riding in the crew compartment.
Light Armoured Vehicle Captain	An appointment within a Rifle Coy, normally an officer in the rank of

Terms	Definition
(LAV Capt)	Capt, who controls the Coy LAVs when the Coy has dismounted so that the firepower of the vehicles can be brought to bear in the fight.
Limited Skill	The level of proficiency normally necessary to perform duties and tasks under supervision and from which further progress can be made through practice and experience.
Line Replaceable Unit (LRU)	The LRU is an essential support item which is removed and replaced at field level to restore the ISS-S to an operationally ready condition.
Link	In the realm of the Integrated Soldier System it is defined as any elements in a communications system that transport data or power in and out of a system. This can be in hardware, a cable, wire, or electromagnetic in RF. A link includes the connector(s) if needed.
Linkages	In the realm of the Integrated Soldier System it represents the system of links interconnecting different points of the system. This is represented by the soldier infrastructure with all of its wires, cables or RF channel.
Lowest Replaceable Unit (LoRU)	The LoRU is a part, component, or assembly used in the repair of an LRU, when the LRU has failed and has been removed from the ISS-S for repair.
Main Equipment	All ISS-S equipment except the Accessory Items.
Maintainability	The ability of an item to be retained in, or restored to, a specified condition within a specified period of time, when maintenance is performed under stated conditions by trained personnel using prescribed procedures and resources.
Maintenance Significant Item	An item which, by its application or inherent characteristics, can be expected to fail or require replacement or adjustment during normal operation or maintenance of an end item.
Major	A Rank within the CF. Normally employed in an Infantry unit as a Coy Commander but is also employable as a Staff Officer.
Marching Order	The soldier carries clothing and equipment, including combat supplies, for a minimum of 24 hours of operations and has the additional capacity to carry items necessary for up to 48 hours of operations. It is desirable to carry up to 72 hours of combat supplies.
Master Corporal	A Rank within the CF. Normally employed in an Infantry unit as a

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Terms	Definition
	Sect 2 I/C or commander of a detachment.
Master Event List	A table containing events.
Master Warrant Officer	A Rank within the CF. Normally employed in an Infantry unit as Coy Sergeant Major, the Senior Non-Commissioned member in the Coy who is the immediate advisor to the Coy Comd.
Maximum Mission Time to Restore Service (MaxMTTRSvc)	The maximum elapsed time allowable to restore voice and data connectivity during a mission. This includes fault detection and isolation, replacement and reconfiguration of the faulty LRU, adjustment, calibration, and checks. Service is considered restored when the ISS-S node is fully operational and has full data and voice access to the ISS-S network.
Maximum Mission Time to Restore System (MaxMTTRSys)	The maximum elapsed time allowable to restore a defective item in the ISS-S during a mission. This includes fault detection and isolation, replacement of the faulty LRU, and confirming repair.
Mean Time Between Critical Failures (MTBCF)	It is a measure of mission or functional reliability. Similar to Mean Time Between Failures except that only critical failures are counted. It is a measure of expected time between critical failures.  "Minimum acceptable value" means the lower confidence limit of this value, usually taken to be a 90% LCL.
Mean Time Between Failure (MTBF)	A measure of the expected (average) time during which a system will continuously perform within its specified limits under stated conditions. It can be estimated by dividing life units (hours, miles, rounds, etc) accrued during a stated period under stated conditions by the number of failures during the period and is a basic measure of reliability of repairable items.  "Minimum acceptable value" means the lower confidence limit of this value, usually taken to be a 90% LCL.
Mean Time To Repair (MTTR)	The average or expected time it takes to repair equipment. It can be estimated by the total elapsed corrective maintenance time divided by the total number of corrective maintenance actions during a given period of time. Typically includes fault isolation, removal and replacement of failed item(s) and checkout.
Military GPS device	A GPS Capable of tracking and decoding the encrypted P(Y) code.

Terms	Definition
Mishap	An unplanned event or series of events resulting in death, injury, occupational illness, damage to or loss of equipment or property, or damage to the environment.
Mishap Risk	An expression of the impact and possibility of a mishap in terms of potential mishap severity and probability of occurrence.
Mission Profile	A time-based description of the events and environments an item experiences from initiation to completion of a specified mission. It identifies the tasks, events, durations, operating conditions and environments for each phase of a mission.
Mission Reliability	The probability that an item will perform its required functions for the duration of a specified mission profile. Mission reliability is concerned only with those failures that could prevent completion of a mission (based on the user's definition of which system functions are considered "mission-essential").
MLCS ISS Pouch Set	Set of ISS pouches that attach to the MLCS Carrier, used to hold all Power Domain Battery Packs and the complete ISS-ES. The Contractor will define the numbers and types of ISS Pouches (which constitutes the ISS Pouch Set) required carrying the ISS-ES, batteries and Accessory Items as required meeting the TPS requirements.
MLCS Platform	Vest worn by the soldier, where the MLCS ISS Pouches are attached and the MLCS Combat Pouches (provided by the Crown) are attached. The MLCS Platform consists of an MLCS Chest Rig Front and an MLCS Chest Rig Back. The MLCS Chest Rig Front is further identified by size requirements, in that there is a MLCS Chest Rig Front Small and an MLCS Chest Rig Front Medium. The MLCS Chest Rig Back size comes in one size.
Modular Fighting Rig (MFR)	The MFR is the basic layer of load carriage. In conjunction with the Improved Environmental Clothing System (IECS), the Integrated Clothing Ensemble (ICE), or temperate / arid combat clothing, the MFR provides load carriage for immediate combat needs for a period of eight hours or less.
Modular Load Carriage System (MLCS)	All clothing that is provided as part of the ISS-S, including the ISS MLCS Platform and MLCS ISS Pouch Set, to allow the soldier to carry the ISS-ES and all Power Domain (Rechargeable or Non-Rechargeable) Battery Packs.

Terms	Definition
Module	A group of sub-modules that are physically or electronically linked.
Mutual Support	<p>That support which units render each other against an enemy, because of their assigned tasks, their position relative to each other and to the enemy, and their inherent capabilities. (AAP-6)</p> <p>This concept is utilized from the 2 person Fire Team providing mutual Support upwards within the structure to Fire Teams within an Assault Group, Assault Groups within a Sect, Sects within a Pl, Pls within a Coy and Coys within an Infantry Battalion.</p>
Non-Essential Function Failure (NEFF)	A Non-Essential Function Failure (NEFF) is an event that results in the loss or degradation below normal performance limits of any basic core function not defined as a Critical or Vital Function, as defined in the Failure Definition and Scoring Criteria; or having a negligible effect on a basic core function, has a logistic impact.
Normal Configuration	The complete ISS-ES.
Normal Operational State	State the User can interact with the Map and the entities being displayed on the map.
Normal Performance Limits	The ISS-S operates within the limits specified by the manufacturer and to the DND specified functional requirements. Some minor, temporary degradation of performance as it pertains to quality of image, clarity of message, or response time is acceptable, as long as the image or message is legible, understandable and timely enough as to not affect the overall function. Any degradation of the accuracy of data is not acceptable.
Occupied Bandwidth	The width of the frequency bandwidth such that, below its lower and above its upper limits, the mean power radiated is each equal to 0.5% of the total power radiated.
Open Terrain	A type of terrain containing few trees or little vegetation.
Operating System	An operating system (OS) is an interface between hardware and user which is responsible for the management and coordination of activities and the sharing of the resources of a computer, that acts as a host for computing applications run on the machine.
Operational Availability	The probability that an item is in an operable state at the start of a mission, when the mission is called at a random point in time where the time considered includes all operating and down time consisting of

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Terms	Definition
	corrective maintenance, preventive maintenance, administrative delay and logistic delay times.
Operator Maintenance	A subset of Preventive Maintenance carried out by the operator of the system in the operational environment on a periodic basis to ensure the system is in an operable state. Usually limited to system checks, inspections, and cleaning.
Optimised Weapon System Support (OWSS)	The application of long term in-service support contract bridging from the old short term contract methodology to the new In-Service Support Contract Framework (ISSCF) methodology being strongly encouraged within DND ADM (MAT).
Overlays	A group of similar information presented together on a screen. For example, an "Enemy" overlay includes a graphical representation of all enemies entered in the system. Multiple overlays can be presented at the same time.
P(Bid)	ISS-S configuration that was submitted by the contractor at bid time and evaluated by the ISSP PMO.
P(Prod)	It is the ISS-S configuration having successfully completed FQR/PCA.
P(SAT)	It is the ISS-S configuration after having successfully completed the TRR and FCA.
Parachute Bag	The Parachute Bag is designed to hold and secure the CTS Rucksack. The bag is a mission-essential safety requirement that simplifies and expedites donning and airborne egress for CF personnel conducting all types of operational parachuting to include both high and low altitude, free-fall and static-line descents.
Passive BIT	Passive BIT is a type of BIT which is non-disruptive and non-interfering to the prime system.
Periodic BIT	Periodic BIT is a type of BIT which is initiated at some regular interval. An example of BIT software executing during planned processor idle time.
Permanent Loss of Function	Loss of function or degradation of performance which is not recoverable owing to damage to hardware, software or loss of data.
Physical Device Hosting Function	A physical device that is part of the ISS-ES that hosts specific functionality.

Terms	Definition
Pl Second-in-Command	Normally in the rank of Warrant Officer.
Pl Commander	Normally in the Rank of Lt.
Point of Contact	The identification of, and means of communication with, person(s) and organizations(s) associated with the resource(s). A POC can be a person or a department serving as the coordinator or focal point of information concerning an activity or program.
Power Domain	The interconnection of a Battery Pack and one or more devices through cables and connectors for the purpose of supplying power.
Power Domain Non-Rechargeable Battery Pack	All the Non-Rechargeable Batteries of the same type required to operate a power domain at any one time. The Power Domain Battery Pack must also include any Battery Loading/Storage Devices required to meet the ISS requirements.
Power Domain Rechargeable Battery Pack	The Rechargeable Batteries of the same type within the pack per power domain The Power Domain Battery Pack must also include any ISS Battery Loading/Storage Devices required to meet the ISS requirements.
Power usage policy	They are set of rules activated by the Power Management Processes with the overall goal of optimising the power usage of the system. The policies specify which components, devices or subsystems need to change operating state e.g. active, sleep, and hibernation to minimise power usage. Establishing Power Management policies is a problem of optimisation under constraint.
Preventative Maintenance	Systematic and/or prescribed maintenance intended to reduce the probability of failure.
Preventive Maintenance	The maintenance carried out at predetermined intervals or according to prescribed criteria and intended to reduce the probability of failure or the degradation of the functioning of an item.
Primary Operating Band	The main frequency band that the ISS-S is required to operate in: 225 - 450 MHz.
Private	A Rank within the CF. A fully trained basic soldier who is employed as a rifleman in a rifle Sect in an Infantry unit. A Pte may also be employed as a Light Machine Gummer or M203 Grenadier if there are not enough Cpls in the organization.

Terms	Definition
Product Improvement	<p>The SW changes or System Components modifications or additions that are required to fulfil the user requirements as identified through the following sources:</p> <p>A. Original operational requirements not fully fulfilled through the cycle #1 procurement due to unavailability of technology from Off-The-Shelf solutions in the area of system performance, power consumption, recharging capability as well as sensor functions and integration;</p> <p>B. Feedback from operational community on required product improvement and refinement based on user's lessons learned in operation;</p> <p>C. Modifications required to adapt to changes to the operational environment and deployment.</p>
Qualification	process of demonstrating whether an entity is capable of fulfilling specified requirements
Quantity of Power Domain Non-Rechargeable Battery Pack	This is the number of Non-Rechargeable Battery packs required for the system to <u>operate</u> a full Battlefield Day (BD), by power domain, as determined by the analysis required by Appendix 11 to Annex CB - Power Consumption Test Procedure Requirements. The Definition of a BD is defined in Appendix 3 to Annex CB - Mission Profile and Operational Mode Summary.
Quantity of Power Domain Rechargeable Battery Pack	This is the number of Rechargeable battery Pack(s) required for the system to operate a full BD without having to recharge any batteries, by power domain, as determined by the analysis required by Appendix 11 to Annex CB to Volume 2 - Power Consumption Test Procedure Requirements.
Recommended Support Equipment	All software and hardware equipment that is recommended by the Contractor to maintain the ISS-S in order to meet the requirement of this SOW.
Reconstitution	To constitute again or anew to restore to a former condition by completing R&O.
Red SA	The product of the processes which provides information on the enemy location, disposition, status and intention.

Terms	Definition
Refurbishment	To repair and make improvements.
Relay Link	An ISS-CS mobile device radio link between a pair of ISS-CS devices.  Relayed traffic can be sent in either direction between devices.
Relay Path	Concatenation of k consecutive relay links ( $k \geq 1$ ) between ISS-CS mobile devices.
Relaying	The concept of relaying user data and possibly control information between ISS-CS mobile devices through one or more relay stations using allocated spectrum. The purpose of enabling relay is to enhance coverage, range, throughput, and capacity of the ISS-S communications network. The relaying function may include network routing.
Relaying Device	An ISS-CS mobile device that conforms to this specification and whose functions are 1) to relay user data and possibly control information between other stations, and 2) to execute processes that indirectly support mobile multihop relay.
Reliability	The ability of an item to perform its intended function for a specified interval under stated conditions.
Royal Canadian Dragoons	An Armoured Regiment of the Canadian Forces.
Royal Canadian Horse Artillery	An Artillery Regiment of the Canadian Forces.
Royal Canadian Regiment	An Infantry Regiment of the Canadian Forces.
Rucksack	The Rucksack may be worn with the TV. The Small Pack System can be secured to the Rucksack. In conjunction with the IECS, temperate combat clothing and the TV the Rucksack sustains a soldier in combat for a period of 48 hours. The Rucksack's inherent additional carriage will allow individual sustainment to be extended to 72 hours.
Secondary Operating Band	An alternate frequency band that the ISS-S is requested to operate in. Can be one of the following: <ul style="list-style-type: none"> <li>•902 - 928 MHz</li> <li>•1210 - 1415 MHz</li> <li>•2360 - 2473 MHz.</li> </ul>

Terms	Definition
Sect Commander	Normally in the rank of Sergeant.
Sect second-in-command	Normally a MCpl.
Section	<p>Light Infantry Battalion Sects are made up of Eight personnel (1 Sgt Sect Commander, 1 MCpl Sect 2 i/c and six (6) Cpls / Ptes)</p> <p>Mechanized Infantry Battalion Sects are made up of Ten personnel (1 Sgt Sect Commander, 1 MCpl Sect 2 i/c and eight (8) Cpls / Ptes).</p> <p>The Sect is mounted in a LAV III vehicle. Three soldiers must stay with the vehicle in order for it to remain operational. Seven (7) soldiers are therefore available for operations away from the vehicle.</p>
Sensitive but Unclassified (SBU)	A security classification associated with information exchange at the tactical level. Synonymous with TUI.
SEP-Suite	System Executive and Planning - Suite: software running on a CF laptop, used to perform security management, network planning and management and other pre-mission tasks in support of system configuration.
Sergeant	A Rank within the CF. Normally employed in an Infantry unit as a Sect Comd in a Rifle Pl.
Short Range Anti Armour Weapon (SRAAW) Light (L) M72	The M72 is a light anti-armour weapon that can be used by a single soldier to destroy enemy combat vehicles and fortifications. The user extends a telescopic tube, which automatically cocks the launcher and raises the sight. The user places the tube on his shoulder, aims, and squeezes the trigger to discharge a free flight rocket.
Simple Configuration	A subset of the complete ISS-ES that includes the physical devices hosting the ISS-CS and the ISS-S Audio Display, and the ISS Batteries required to power those physical devices. This is a simpler configuration that provides voice services to the ISS-S User.
Situational Awareness (SA)	The combined knowledge of friendly forces, hostile forces, the environment and other aspects of the battle space.
Skilled	The level of proficiency necessary to independently and safely perform duties and tasks.
Small Pack System	The Small Pack is worn over the TV and is quickly removable for close combat. In conjunction with the IECS/ICE outer wear or

Terms	Definition
	temperate/arid combat clothing, the Small Pack System sustains a soldier in combat for a period of 24 to 48 hours or for a lesser period with carriage for mission-specific loads. The Small Pack System includes: (1) a Small Pack designed to a specific volume and worn as a back pack. It may be appended to the Rucksack; (2) two small Accessory Pouches designed to a specific volume and worn attached to the TV, the Small Pack or the Rucksack; and (3) two large Accessory Pouches designed to a specific volume and worn attached to the TV, the Small Pack or the Rucksack.
Smart/Intelligent Textiles	Smart or Intelligent Textiles are defined as 'Materials and structures, used for combat clothing, individual equipment and protection, that sense and react to or inform about environmental conditions and stimuli or respond to or be activated to perform a function.'
Soldier System	Everything worn, carried, and consumed for individual use on the battlefield in a tactical environment.
Standard Ambient Environment	<p>The standard conditions, either outdoor or confined (e.g., temperature and humidity), that characterize the air or other medium that surrounds an item. When the term "standard ambient" is specified use the values shown below.</p> <p>Temperature: 25° ± 10°C</p> <p>Relative humidity: 20 to 80 percent</p> <p>Atmospheric pressure: Site pressure</p>
Start-Up BIT	Start-up BIT is a subset of BIT which is initiated when subsystem electrical power is turned on and terminates before equipment is ready for normal operation. It is an automatic one-time test sequence that detects and isolates each fault to the corresponding level of maintenance.
State of Charge (SOC)	The available capacity remaining in a battery, expressed as a percentage of the rated capacity
State of Health (SOH)	It is a Figure of merit (FOM) that reflects the general condition of a battery, a battery pack or sometime a cell, and its ability to deliver the specified performance compared with its initial specified and measured conditions at manufacturing. The units of SOH are percent points (100% = the battery's conditions match the battery's specifications).

Terms	Definition
	<p>It takes into account such factors as charge acceptance, internal resistance, voltage and self-discharges, etc.</p> <p>During the life of a battery, the performance or state of health tends to deteriorate gradually due to irremediable physical and chemical modifications taking place due to storage conditions, usage and age until at some point in time the battery is no longer usable effectively.</p>
Structured Data	Information that has been organised to allow identification and separation of the context of the information from its content. For example, a digital image which include metadata that describes how large the picture is, the color depth, the image resolution, when the image was created, etc...
Structured Report & Return	Report & Return where the content of the fields has been represented in a manner that allows computation with this content. Certain free text fields in a structured Report & Return can be unstructured.
Sub-Module	A group of basic elements that can be selected or operated separately.
Sub-System	A group of modules that contribute to given functions and or capabilities.
Support Equipment	All software and hardware equipment required to sustain the ISS-S
System Administrator	<p>System Management Role assigned to a User which grants him advanced access rights to system administration functions.</p> <p>Person who has been assigned the role and access privileges of a System Administrator User. Typically a Signaller or First or Second line ISS-S Maintainer.</p>
System Element	Member of a set of elements that constitutes a system. NOTE: A system element is a discrete part of a system that can be implemented to fulfil specified requirements. A system element can be hardware, software, data, humans, processes (e.g., processes for providing service to users), procedures (e.g., operator instructions), facilities, or materials.
System Essential Function	A primary or basic operation that a system must be capable of performing.
System Executive Planner (SEP)	System Management Role assigned to a User which grants him advanced access rights to system administration functions as well as

Terms	Definition
	<p>access rights to the Communication Network Planning tool.</p> <p>Person who has been assigned the role and access privileges of a SEP.</p>
System Safety	<p>The application of engineering and management principles, criteria, and techniques to achieve acceptable mishap risk, within the constraints of operational effectiveness and suitability, time, and cost, throughout all phases of the system life cycle.</p>
Tactical but Unclassified Information (TUI)	<p>A security classification associated with information exchange at the tactical level. Synonymous with SBU.</p>
Target / Target Area	<p>A geographical area, complex, installation, specific unit, individual or group planned for engagement by fires, information operations or a combination of both, for the purposes of capture, destruction, suppression, neutralisation or persuasion. In sum, the object of a particular action.</p>
Technical Documentation	<p>The Operation Manual, Maintenance Manual and Quick Reference Guide that support the operation of the ISS.</p>
Temporary Loss of Function - Operator Recovery	<p>Any temporary loss of function or degradation of performance beyond that specified for normal performance that ceases after the disturbance ceases, and the correction requires operator intervention.</p>
Temporary Loss of Function - Self Recovery	<p>Any temporary loss of function or degradation of performance beyond that specified for normal performance that ceases after the disturbance ceases, and from which the equipment recovers its normal performance without operator intervention.</p>
Testability	<p>The ability to determine an item's status (operable, inoperable, degraded) and to isolate faults within the item in an accurate and timely manner.</p>
Training	<p>Training, as identified in Figure 3-1 of the Acquisition SOW includes all training deliverables as listed in Annex CF.</p>
Training Package Kit	<p>All software and materiel required to train soldiers in how to manage and operate the ISS operations equipment.</p>
Training Program	<p>All Contractor and DND work activities and deliverables associated with the Analysis, Design, Development, Conduct, and Evaluation of individual training and education.</p>

Terms	Definition
Travel Order	Includes the three orders of Fighting Order, Battle Order and Marching Order and the additional equipment for use in a specific Theatre of Operations. Travel Order provides for indefinite sustainment in that Theatre of Operations. Items not immediately required in marching and lower orders will be held/transported in the sub-unit A echelon, the Unit A or B echelon, or in a Base camp.
Troop	Normally used in Armoured or Engineer units and is synonymous with Pl in a structure sense.
Universal Canalphone Set	Set of Universal Canalphones to be used with the ISS-S Audio Display, one set includes two canalphones, one for each ear. If more than one size of Universal Canalphones is provided, then a set includes a pair of Universal Canalphones for each available size.
Universal Canalphones	Universal canalphones provide one or more stock sleeve size(s) to fit various ear canals, which are commonly made out of silicone rubber, elastomer, or foam, for noise isolation.
Unstructured Data	Computerized information that does not have a data model. Any data that does not conform to a pre-defined data dictionary. For example, text messages, images not formatted based on a data model...
Unstructured Report & Return	Report & Return where the content of the fields is stored outside a formatted database of numbers and letters.
Urban Environment	Environment relating to cities or intensively developed areas. The three distinguishing characteristics of urban areas: complex manmade physical terrain, a population of significant size and density, and an infrastructure upon which the area depends. Contrast with rural, which refers to sparsely developed areas, or suburb, which is a moderately developed area. Within urban environments, communications will experience a variety of impacts in comparison to rural and suburban environments due to blocking or shadowing of communications transmissions, multipath conditions and increased ambient RF noise. In an urban environment at least 33% of buildings have 3 storeys or more.
User	Person wearing and operating an ISS-S.
Verification	confirmation, through the provision of objective evidence, that specified requirements have been fulfilled

Terms	Definition
Voice COI	A voice COI is a named virtual radio channel associated with a set of system users, providing a means of establishing two-way communication among those users with a single speaker at any point in time.
Voice COI - Selectable	A selectable voice COI is a voice COI that has been allocated to the user by the System Manager and is available for use as either an active voice COI or inactive voice COI (not available) through a user selection function.
Voice COI - Selected Primary	A selected primary voice COI has been chosen by the user as a voice group to be directed to the audio display. The user can hear audio from this primary voice COI in an assigned ear. When the user activates the voice transmission switch - primary voice COI control, the user's voice is transmitted over the air on the active primary voice COI.
Voice COI - Selected Secondary	A selected secondary voice COI has been chosen by the user as a voice group to be directed to the audio display. The user can hear audio from this voice group in an assigned ear, opposite from the primary voice group. When the user activates the voice transmission switch - secondary voice COI control, the user's voice is transmitted over the air on the active secondary voice COI.
Warning Signal	A function signal which operates an audible or visual calling device with a view to attracting attention (NATO).
Waterproof Compression Sack (WCS)	The WCS is designed to compress the in-service complete sleeping bag system to allow carriage inside the CTS Rucksack. The waterproof characteristic allows external attachment to the Small Pack System or unprotected external storage in inclement weather.
Weapon System	A combination of one or more weapons with all related equipment, materials, services, personnel and means of delivery and deployment (if applicable) required for self-sufficiency.
ZEFRA	Notional Country used in the ISSP Use Case Dismounted Platoon Patrol
ZEFRA National Army	The formed national army of the notional country of ZEFRA.
ZEFRA National Police	The formed national police of the notional country of ZEFRA.
Zulu	Empty Vehicle Prefix. Place before a call sign to designate that the soldiers assigned to the vehicle have dismounted. In an Infantry LAV

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Terms	Definition
	equipped unit on the battlefield a ZULU C/S is a vehicle that retains its driver, gunner and turret commander (3 individuals) so that the vehicle can move on the battlefield and the 25mm gun is capable of engaging targets in support of the dismounted troops.