



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

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**SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Science Procurement Directorate/Direction de
l'acquisition de travaux scientifiques
11C1, Phase III
Place du Portage
11 Laurier St. / 11, rue Laurier
Gatineau, Québec K1A 0S5

Title - Sujet ADIS PROJECT- Draft RFP	
Solicitation No. - N° de l'invitation W8476-14ASAA/A	Amendment No. - N° modif. 009
Client Reference No. - N° de référence du client W8476-14ASAA	Date 2016-08-12
GETS Reference No. - N° de référence de SEAG PW-\$\$\$V-065-26698	
File No. - N° de dossier 003sl.W8476-14ASAA	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-04-21	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Bitsene, Marlene	Buyer Id - Id de l'acheteur 003sl
Telephone No. - N° de téléphone (873) 469-4833 ()	FAX No. - N° de FAX (819) 997-2229
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Project title: Area Detection and Identification System (ADIS)

Letter of Interest (LOI) Amendment 009

This amendment to the LOI is raised:

1- To inform industry that Canada will hold an Industry Day and consultations sessions in regards to the draft Request for Proposal (RFP) for the Area Detection and Identification System (ADIS) procurement.

1- Canada wishes to seek industry feedback on the draft RFP for this procurement.

The Industry Day followed by one hour and forty-five minutes one-on-one sessions will be held in person in Ottawa, Canada, between **September 13, 2016 and September 16, 2016** inclusively. The agenda will be provided later.

During the Industry Day, Canada will make a demonstration of the CATSI and presentations to the industry on the procurement, the Value Proposition (VP) and the technical aspects of the ADIS project. The objective of the one-on-one meetings is to discuss all aspects of the draft RFP as well as any other related information. The Industry Day and one-on-one meetings will be an opportunity for industry to participate in the further development of the RFP by responding to questions and submitting comments, questions, recommendations and suggestions for improvement.

The terms and conditions applicable to the ADIS engagement process are stated in the Attachment 1 – Rules of Engagement Participation Agreement.

Please fill out the Registration Form on the following pages and send the completed form to the Contracting Authority. It is requested that the registration form be submitted by August 23, 2016.

Written responses to Attachment 2 – VP Framework Questions, and any questions, comments, suggestions from industry on the draft RFP are requested by September 30, 2016.

Contracting Authority:

Name: Marlene Bitsene

Title: Supply Team Leader

E-mail address: marlene.bitsene@tpsgc-pwgsc.gc.ca

Telephone: 873-469-4833

Solicitation No. - N° de l'invitation
W8476-14ASAA/A
Client Ref. No. - N° de réf. du client
W8476-14ASAA

Amd. No. - N° de la modif.
009
File No. - N° du dossier
003sIW8476-14ASAA

Buyer ID - Id de l'acheteur
003sl
CCC No./N° CCC - FMS No./N° VME

REGISTRATION FORM
DRAFT RFP INDUSTRY ENGAGEMENT

Please fill out the form and send it back by e-mail to marlene.bitsene@tpsgc-pwgsc.gc.ca. It is requested that companies respond by August 23, 2016.

Attendance to the Industry Day on September 13, 2016, from 9 am to 12 pm: YES ☐ NO ☐

Name of the Company: _____

Names of participants - maximum of two (2):

Preferred date and time for the one-on-one meeting:

Please check at least five (5) choices. If none of the company's choices is available, Canada reserves the rights to propose a different date and/or time to this company.

Tuesday, 13 September 2016:

1st Choice: ☐ 1 pm to 2:45 pm ☐ 3 pm to 4:45 pm

2nd Choice: ☐ 1 pm to 2:45 pm ☐ 3 pm to 4:45 pm

3rd Choice: ☐ 1 pm to 2:45 pm ☐ 3 pm to 4:45 pm

4th Choice: ☐ 1 pm to 2:45 pm ☐ 3 pm to 4:45 pm

5th Choice: ☐ 1 pm to 2:45 pm ☐ 3 pm to 4:45 pm

Wednesday, 14 September 2016:

1st Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

2nd Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

3rd Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

4th Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

5th Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

Thursday, 15 September 2016:

1st Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

2nd Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

3rd Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

4th Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

5th Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm
☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

Friday, 16 September 2016:

1st Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm

☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

2nd Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm

☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

3rd Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm

☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

4th Choice: ☐ 9 am to 10:45 am ☐ 11 am to 12:45 pm

☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

5th Choice: ☐ 9 am to 10 am ☐ 11 am to 12:45 pm

☐ 1:15 pm to 3 pm ☐ 3:15 pm to 5 pm

AREA DETECTION AND IDENTIFICATION SYSTEM (ADIS) PROJECT INDUSTRY CONSULTATIVE PROCESS

ATTACHMENT 1 RULES OF ENGAGEMENT PARTICIPATION AGREEMENT

An overriding principle of the industry consultation is that it be conducted with the utmost of fairness and equity between all parties. No one person or organization shall receive nor be perceived to have received any unusual or unfair advantage over the others.

All Crown documentation provided throughout the industry consultative process, which begins with the Information Session and concludes when an official Request for Proposal (RFP) is published on the Government Electronic Tendering Service Buy and Sell, will be provided to all participants who have agreed to and signed the Rules of Engagement ("Participant").

The Consultative Process will consist of an Information Session and Industry Meetings to clarify information provided within the RFI responses.

Canada will not disclose proprietary or commercially sensitive information concerning a Participant to other Participants or third parties, except and only to the extent required by law.

TERMS AND CONDITIONS:

The following terms and conditions apply to the Consultative Process. In order to encourage open dialogue, Participants agree to:

- a. Discuss their views concerning the ADIS requirement and to provide positive resolutions to the issues in question. Everyone shall have equal opportunity to share their ideas and suggestions;
- b. NOT reveal or discuss any information to the MEDIA/NEWSPAPER regarding the ADIS requirement during this consultative process. Any Media questions will be directed to the PWGSC Media Relations Office at 819-956-2313;
- c. Direct inquiries and comments only to authorized representatives of Canada, as directed in notices given by the Contracting Authority from time to time. Any communication to unauthorized representatives of Canada may be subject to full disclosure by Canada to all Participants that have requested the RFI documentation;
- d. Media cannot participate in Industry Day or the one on one meetings;
- e. Canada is not obligated to issue any RFP, or to negotiate any contract for any phases of the ADIS requirement;

-
- f. Throughout the entire Industry Engagement Process, all questions from industry, exchanges of information and all the industry feedback shall be provided in writing to the Contracting Authority. In accordance with and subject to the Access to information Act, R.S., 1985, c. A-1, and any other legislative or legal requirement, all information which is provided by a Participant and which is clearly marked as "Proprietary" will not be released or disclosed;
- g. Proceedings from the Industry Day will be recorded. The information gathered will be summarized and provided to all Participants;
- h. If Canada does release a RFP, the terms and conditions of the RFP shall be subject to Canada's absolute discretion;
- i. Canada will not reimburse any person or entity for any cost incurred in participating in this industry consultative process;
- j. All inquiries with regards to the procurement of ADIS requirement are to be directed to the Contracting Authority;
- k. Participation in this Industry Engagement Process will not be a mandatory requirement for any subsequent RFP. An entity will not be precluded from submitting a proposal under any subsequent RFP on account of them not being a Participant;
- l. A Draft RFP may be posted to the Government Electronic Tendering Service Buy and Sell for industry comment;
- m. At any point within this process, a Participant may provide notice to the Contracting Authority that they no longer wish to participate in the Industry Engagement Process. Upon the Contracting Authority's receipt of such notice, the Participant will not be scheduled for participation in any future one on one engagement meetings;
- n. Failure to agree to and sign the Rules of Engagement will result in the exclusion from participation in the one-on-one meetings and review of the Final Draft RFP. This Industry Engagement Agreement shall be signed by a duly authorized officer of the Participant in this respect; and
- o. A dispute resolution process to manage impasses throughout this consultative process shall be adhered to as follows:

Dispute Resolution Process

1. By informal discussion and good faith negotiation, each of the parties shall make all reasonable efforts to resolve any dispute, controversy or claim arising out of or in any way connected with this Industry Engagement.
2. Any dispute between the Parties of any nature arising out of or in connection with this Industry Engagement shall be resolved by the following process:

-
- a. Any such dispute shall first be referred to the Participant's Representative and the PWGSC Manager managing the Industry Engagement. The parties will have 3 Business Days in which to resolve the dispute.
 - b. In the event the representatives of the Parties specified Article 2.a. above are unable to resolve the dispute, it shall be referred to the Participant's Project Director and the PWGSC Senior Director of the Division responsible to manage the Industry Engagement. The parties will have 3 Business Days to resolve the dispute.
 - c. In the event the representatives of the Parties specified in Article 2.b. above are unable to resolve the dispute, it shall be referred to the Participant's President and the PWGSC Director General, who will have 3 Business Days to resolve the dispute.
 - d. In the event the representatives of the Parties specified in Article 2.c. above are unable to resolve the dispute, it shall be referred to the Participant's CEO and the PWGSC Assistant Deputy Minister, Acquisitions Branch who will have 5 Business Days to resolve the dispute.
 - e. In the event the representatives of the Parties specified in Article 2.d. above are unable to resolve the dispute, the Contracting Authority shall within 5 Business Days render a written decision which decision shall include a detailed description of the dispute and the reasons supporting the Contracting Authority's decision. The Contracting Authority shall deliver a signed copy thereof to the Participant.

By signing this document, the individual represents that he/she has full authority to bind the company listed below and that the individual and the company agree to be bound by all the terms and conditions contained herein.

Name of Company (Print): _____

Name of individual (Print): _____

Title or Position (Print): _____

Telephone: _____

E-mail: _____

Signature: _____
(I have the authority to bind the Company)

Date: _____

**AREA DETECTION AND IDENTIFICATION SYSTEM (ADIS) PROJECT
INDUSTRY CONSULTATIVE PROCESS**

**ATTACHMENT 2
VALUE PROPOSITION FRAMEWORK QUESTIONS**

- 1) What suggestions does your company have on maximizing export opportunities related to the Area Detection and Identification System (ADIS)?
- 2) If Canada were to incentivize export commitments through the ADIS Value Proposition Framework, what ways should it do so?
 - a. For instance, awarding Value Proposition Points for export commitments as a percentage of contract value.
- 3) What additional market segments, if any, should Canada consider to leverage export opportunities related to ADIS?

SOLICITATION No. W8476-145109/A

REQUEST FOR PROPOSAL (RFP)

AREA DETECTION AND IDENTIFICATION SYSTEM (ADIS) PROJECT

VOLUME 1

BIDDER INSTRUCTIONS AND REQUIREMENTS

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	4
1.1 INTRODUCTION.....	4
1.2 SUMMARY.....	4
1.3 DEBRIEFINGS	5
1.4 COMMUNICATIONS	5
1.5 CONFLICT OF INTEREST	6
1.6 THIRD PARTY – FAIRNESS MONITOR	6
PART 2 - BIDDER INSTRUCTIONS.....	7
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS	7
2.2 SUBMISSION OF BIDS.....	7
2.3 FORMER PUBLIC SERVANT – COMPETITIVE Bid A3025T (2014-06-26)	7
2.4 ENQUIRIES - BID SOLICITATION	9
2.5 APPLICABLE LAWS	9
2.6 BASIS FOR CANADA'S OWNERSHIP OF INTELLECTUAL PROPERTY.....	9
2.7 GOVERNMENT FURNISHED INFORMATION (GFI) / TECHNICAL DATA PACKAGE	9
2.8 CONDITION OF MATERIAL	10
PART 3 - BID PREPARATION INSTRUCTIONS.....	11
3.1 BID PREPARATION INSTRUCTIONS	11
3.2 REQUIREMENTS FOR BIDDER'S PROPOSAL PART A – ADIS ACQUISITION AND ISS BID SECTION.....	12
3.3 REQUIREMENTS FOR BIDDER'S PROPOSAL PART B – ADIS INDUSTRIAL AND TECHNOLOGICAL BENEFITS AND VALUE PROPOSITION BID SECTION.....	13
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION.....	14
4.1 EVALUATION PROCEDURES.....	14
4.2 EVALUATION OVERVIEW AND UNDERLYING PRINCIPLES	14
4.3 BID EVALUATION: STEP 1	ERROR! BOOKMARK NOT DEFINED.
4.4 PRELIMINARY EVALUATION REPORT: STEP 1	ERROR! BOOKMARK NOT DEFINED.
4.5 STEP 2 : FINAL BID REVIEW	ERROR! BOOKMARK NOT DEFINED.
4.6 BASIS OF SELECTION	16
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION.....	18
5.1 CERTIFICATIONS REQUIRED WITH THE BID	18
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION	18
PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS	20
6.1 SECURITY REQUIREMENTS.....	20
6.2 FINANCIAL CAPABILITY - SACC MANUAL CLAUSE A9033T (2012-07-16) FINANCIAL CAPABILITY.....	21
6.3 CONTROLLED GOODS REQUIREMENT - SACC MANUAL CLAUSE A9130T (2014-11-27) CONTROLLED GOODS PROGRAM – BID.....	22

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

LIST OF ATTACHMENTS

ATTACHMENT 1 - INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB) VALUE PROPOSITION – BIDDER INSTRUCTIONS

ATTACHMENT 2 - BID EVALUATION PLAN - SYSTEM AND MANAGEMENT

ATTACHMENT 3 - INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB) VALUE PROPOSITION BID EVALUATION PLAN

ATTACHMENT 4 - EVALUATION OF PRICE

ATTACHMENT 5 - CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

ATTACHMENT 6 - CONFIDENTIALITY AGREEMENT

ATTACHMENT 7 – CERTIFICATE OF COMPLIANCE

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PART 1 - GENERAL INFORMATION

1.1 Introduction

This Bid solicitation is divided into three (3) Volumes as detailed below and each Volume includes Annexes, Appendices and attachments that form part of the Request for Proposal (RFP), as follows:

1.1.1 RFP Volume 1 - BIDDER INSTRUCTIONS AND REQUIREMENTS

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and

The Attachments include:

- the Industrial and Technological Benefits (ITB) Value Proposition – Bidder Instructions;
- the Bid Evaluation Plan – System and management;
- the Industrial and Technological Benefits (ITB) Value Proposition Bid Evaluation Plan;
- the Evaluation of price;
- the Certifications Precedent to Contract Award;
- the Confidentiality Agreement; and
- the Certificate of Compliance.

1.1.2 RFP Volume 2 – ADIS ACQUISITION RESULTING CONTRACT

ADIS Acquisition Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting ADIS Acquisition contract.

1.1.3 RFP Volume 3 – ADIS IN-SERVICE (ISS) RESULTING CONTRACT

ADIS In-Service Support (ISS) Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting ADIS In-Service Support contract.

1.2 Summary

The Department of National Defence (DND) has a requirement for the supply of a chemical Area Detection and Identification System (ADIS). The ADIS will provide an early warning so that Canadian Armed Forces (CAF) can survive and operate under the chemical threat or presence of chemical, biological, radiological or nuclear (CBRN) hazards, by adopting protective measures.

Defence Research and Development Canada (DRDC) Valcartier developed and patented a passive infrared double beam Fourier spectrometer system designed for standoff detection of chemical vapours, called the Compact Atmospheric Sounding Interferometer (CATSI) Engineering Development Model (EDM).

The selected Contractor will be provided with the CATSI EDM Technical Data Package (TDP), and will mature the CATSI EDM to a ruggedized, user friendly, mass production capable version, called the ADIS.

The requirements of the ADIS under this solicitation are as follows:

- Mature the existing CATSI EDM into the ADIS and produce and deliver thirty two (32) ADIS.
- Provide on-going In-Service Support (ISS) for the ADIS delivered.

The client department for this requirement is the Department of National Defence.

It is Canada's intention to issue two (2) separate contracts to the selected Contractor; one (1) for both the Maturation and Production Phases and one (1) for the In-Service Support Phase.

The period of any resulting Acquisition contract will be for a period not to exceed three (3) years from Contract Award for work covered by both the Maturation and the Production Phases requirement.

The period of any resulting In-service Support contract will be for a period of five (5) years with five (5) additional three (3) years optional period from Contract Award for work covered by the In-Service Support requirement.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, Volume 2 - Resulting Acquisition Contract Clauses and Volume 3 - Resulting In-Service Support Contract Clauses. For more information on personnel and organization security screening or security clauses, bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

The requirement is subject to the application of the Industrial and Technological Benefits (ITB) Policy including Value Proposition (VP).

It is Canada's intent that the successful Contractor provides Industrial and Technological Benefits, including a Value Proposition related to both the ADIS Acquisition and In-Service Support requirements, to maximize business activities for Canadian industry.

Canada is the owner of all right, title and interest in the Intellectual Property (IP) for CATSI EDM. Canada and ABB Bomem Inc. entered into a License Agreement for CATSI EDM effective the 29 July 2010 until the 29 July 2020. This License Agreement grants to ABB Bomem Inc. a sole, revocable, non-transferable, royalty bearing right and license to make, manufacture, market, distribute, support, use and sell Licensed Products using the CATSI EDM technology in Canada and all other countries. However, Canada reserved to itself the right to give that IP to third parties in order to carry out work for Canada as ADIS requirement.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Communications

As a courtesy and in order to coordinate any public announcements pertaining to this contract, the Government of Canada requests that successful Bidders notify the Contracting Authority 5 days in advance of their intention to make public an

announcement related to the recommendation of a contract award, or any information related to the contract. The Government of Canada retains the right to make primary contract announcements.

1.5 Conflict of Interest

The Work described herein and the deliverable items under any resulting contract specifically exclude the development of any statement of work, evaluation criteria or any document related to a bid solicitation. The Contractor, its subcontractor(s) or any of their agent(s) directly or indirectly involved in the performance of the Work and/or in the production of the deliverables under any resulting contract will not be precluded from bidding on any potential future bid solicitation related to the production or exploitation of any concept or prototype developed or delivered under any resulting contract.

1.6 Third Party – Fairness Monitor

Bidders are advised that Canada has retained the services of a Fairness Monitor from Samson & Associates for the entire ADIS procurement process.

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PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada. Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days
Insert: 180 days

2.1.1 SACC Manual Clauses - A7035T (2007-05-25), List of Proposed Subcontractors

If the bid includes the use of subcontractors, the Bidder agrees, upon request from the Contracting Authority, to provide a list of all subcontractors including a description of the things to be purchased, a description of the work to be performed and the location of the performance of that work. The list should not include the purchase of off-the-shelf items, software and such standard articles and materials as are ordinarily produced by manufacturers in the normal course of business, or the provision of such incidental services as might ordinarily be subcontracted in performing the Work.

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

2.3 Former Public Servant – Competitive Bid A3025T (2014-06-26)

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or

- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount, professional fees, of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority and should not be submitted no later than fifteen (15) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.6 Basis for Canada's Ownership of Intellectual Property

The DND has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

- (6.2) statutes, regulations or previous obligations of Canada to a third party or parties preclude contractor ownership of the Intellectual Property Rights in Foreground Information;
- (6.4.2) the main purpose of the contract, or of the deliverables contracted for, is to augment an existing body of Canada's background information as a prerequisite to the transfer of the augmented background to the private sector, through licensing or assignment of ownership (not necessarily to the original contractor), for the purposes of commercial exploitation;

2.7 Government Furnished Information (GFI) / Technical Data Package (TDP)

- 2.7.1 During the solicitation period, DND publications that are referenced and are not commercially available can be issued to Bidders under separate cover upon request from the Bidder. It is imperative that the Bidder's request for bid solicitation documentation be made as soon as possible to ensure timely receipt of the associated publications.
- 2.7.2 This bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the Controlled Goods Program (CGP) before receiving the technical data packages. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.

2.7.3 A3500T (2010-01-11), Confidential Information for Bidding

In order to prepare a bid in response to the bid solicitation, suppliers must have access to information that is confidential or proprietary to Canada or a third party. It is a condition of the bid solicitation that bidders sign a Confidentiality Agreement substantially in the form set out in Attachment 6 before being given access to such information at a facility identified in the bid solicitation or before it is provided to them as part of the bid solicitation.

Bidders are required to submit their request along with the signed Confidentiality Agreement as per Attachment 6, to the Contracting Authority:

Marlene Bitsene
Public Services and Procurement Canada (PSPC)
Services and Technology Acquisition Management Sector (STAMS)
Defence Science Projects Division - SL
11 Laurier Street, Place du Portage, Phase III, 11C1-71
Gatineau, QC, K1A 0S5
Tel: 873-469-4833
Marlene.bitsene@tpsgc-pwgsc.gc.ca

2.8 Condition of Material

Material supplied shall be new and conform to the latest issue of the applicable drawings, specifications and/or part numbers that are in effect on the bid solicitation closing date.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Part A: ADIS Acquisition and In-Service Support Bid Section

- Section I: System and Management Bid – three (3) hard copies and three (3) soft copy on CD or DVD or USB flash drive, in PDF format compatible with Adobe Reader XI.
- Section II: Financial Bid – three (3) hard copies and three (3) soft copies on CD or DVD or USB flash drive, in PDF format compatible with Adobe Reader XI.
- Section III: Certification – two (2) hard copies.
- Section IV: Additional Information – one (1) hard copy and one (1) soft copy on CD or DVD or USB flash drive, in PDF format compatible with Adobe Reader XI.

Part B: ADIS Industrial and Technological Benefits and Value Proposition Bid Section

The Bidder is requested to submit the following sections of Acquisition and In-Service Support under a single proposal. Additional instructions are provided in Attachment 1 - Industrial and Technological Benefits (ITB) Value Proposition – Bidder Instructions.

- Section I: Acquisition Industrial and Technological Benefits Proposal – three (3) hard copies and one (1) soft copy on CD or DVD or USB flash drive, in PDF format compatible with Adobe Reader XI.
- Section II: Acquisition In-Service Support Proposal – three (3) hard copies and three (3) soft copy on CD or DVD or USB flash drive, in PDF format compatible with Adobe Reader XI.

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

To facilitate Canada's evaluation of submitted bids, Canada requests that Bidders do not "cross reference" between Parts A and B and that information is included as requested in each part, even if repetition results.

Prices should appear in the financial bid only and where requested in the ITB bid. No prices should be indicated in the System and Management bid.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and

- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

3.2 Requirements for Bidder's Proposal Part A – ADIS Acquisition and ISS Bid Section

3.2.1 Section I: System and Management Bid

In their System and Management bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The System and Management bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. The Bidders must describe their capability and experience, the project management team and provide client contact(s), where applicable. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Additional instructions are provided in Attachment 2 - Bid Evaluation Plan – System and Management.

3.2.2 Section II: Financial Bid

- 3.2.2.1** The purpose of this Section is to provide Canada with the requested financial information in a prescribed form so that all received proposals can be evaluated on a common basis. Bidders must submit their financial bid in accordance with the entire solicitation.
- 3.2.2.2** Bidders should submit their pricing using the format in Volume 2 – Annex B, Acquisition Contract Deliverables Pricing List, and Volume 3 – Annex B, In-Service Support Contract Deliverables Pricing List.
- 3.2.2.3** Bidders must submit a price for all elements detailed in Volume 2 – Annex B, Acquisition Contract deliverables Pricing List, and Volume 3 – Annex B, In-Service Support Contract Deliverables Pricing List. Applicable Taxes must be extra.
- 3.2.2.4** For evaluation purposes, Canada will use these proposed prices to populate Volume 1 – ADIS Bidder Instructions and Requirements, Attachment 4 – Evaluation of Price.

3.2.3 Section III: Certifications

Bidders must submit the certifications required under Part 5.

3.2.4 Section IV: Additional Information - Bidder's Proposed Site(s) or Premises Requiring Safeguarding Measures

- 3.2.4.1** As indicated in Part 6 under Security Requirements, the Bidder must provide the full address(es) of the Bidder's and proposed individual(s)' site(s) or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

3.2.4.2 The Company Security Officer (CSO) must ensure through the Industrial Security Program (ISP) that the Bidder and proposed individual(s) hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

3.3 Requirements for Bidder's Proposal Part B – ADIS Industrial and Technological Benefits and Value Proposition Bid Section

Bidders should submit their Industrial and Technological Benefits bid, which includes an Acquisition ITB Proposal and In-Service Support ITB Proposal, in accordance with Attachment 1 - Industrial and Technological Benefits (ITB) Bidders Instructions.

In their Industrial and Technological Benefits and Value Proposition Bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The Industrial and Technological Benefits and Value Proposition Bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Bidders should demonstrate their compliance with the following sections of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders should provide with their Industrial and Technological Benefits and Value Proposition bid, a document indicating clearly where the substantial information for each of the sections identified below can be found:

Acquisition ITB Proposal

Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan, Article 2 – ACQUISITION CONTRACT ITB MANDATORY REQUIREMENTS;

- Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan, Article 4 – ITB MINIMUM ASSESSMENT VALUES; and

- Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan, Article 5 – ACQUISITION CONTRACT ITB RATED EVALUATION.

In-Service Support ITB Proposal

- Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value Proposition Evaluation Plan, Article 3 –IN-SERVICE SUPPORT CONTRACT ITB MANDATORY REQUIREMENTS;

- Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value proposition Evaluation Plan, Article 4 – ITB MINIMUM ASSESSMENT VALUES; and

- Volume 1 Attachment 3, Industrial and Technological Benefits (ITB) Value proposition Evaluation Plan, Article 6 –IN-SERVICE SUPPORT CONTRACT ITB RATED EVALUATION.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including PART A: ADIS Acquisition and In-Service Support Bid Section, and PART B: ADIS Industrial and Technological Benefits and Value Proposition Bid Section. For the purposes of this solicitation, Canada will utilize a two-step evaluation process as more fully described herein.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The Bidder must comply with the mandatory System and Management and ITB criteria and provide the necessary documentation to support compliance. Each criterion should be addressed separately.

Except where expressly provided otherwise, the experience described in the bid must be the experience of one or more of the following:

1. the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract); or
2. the Bidder's affiliates (i.e. parent, subsidiary or sister corporations, maximum of 2), provided the Bidder identifies and demonstrates the transfer of know-how, the use of toolsets and the use of key personnel from the affiliate for the applicable criterion; or
3. the Bidder's subcontractors (maximum of 2), provided the Bidder includes a copy of the teaming agreements and identifies the roles and responsibilities of all parties under the agreement and how their work will be integrated.

The experience of the Bidder's suppliers will not be considered.

4.2 Evaluation Overview and Underlying Principles

Canada is conducting a two-step bid evaluation process for this requirement.

(a) Step 1

4.2.1 Step 1 consists of a preliminary evaluation of a Bidder's bid to:

1. determine the bids contain all of the documentation requested for evaluation in Table 1 of Attachment 2 – Bid Evaluation Plan – System and Management;
2. evaluate all System and Management and Industrial and Technological Benefits (ITB) Value Proposition Bids to ensure they meet:
 - the mandatory managerial requirements outlined in Table 2 of Attachment 2 – Bid Evaluation Plan – System and Management, and
 - the mandatory ITB requirements outlined in Section 2 of the ITB Evaluation Plan for the Acquisition Proposal and Section 3 of the ITB Evaluation Plan for the In-Service Support Proposal; and
3. determine the bid meets the minimum pass mark of 158 points as outlined in Attachment 2 – Bid Evaluation Plan – System and Management
4. determine that the Bid meets the minimum pass mark of 32 points for each ITB Proposal as outlined in Section 3 of the ITB Evaluation Plan; and
5. evaluate the Bidder's original score

- 4.2.2 After this initial review, if any bid is determined to be non-responsive in accordance with the review parameters noted above, the Contracting Authority will issue a "Preliminary Evaluation Report" ("Report") identifying those instances where the bid is non-responsive to a mandatory pass/fail requirement of the bid solicitation and/or point-rated requirement where the minimum score was not received.
- 4.2.3 Bidders whose bids are considered to be non-responsive will be invited by the Contracting Authority to submit additional or different information to demonstrate to Canada, in accordance with the solicitation, that the bid is compliant with the solicitation requirements. Bidder's whose bids have been evaluated as non-responsive at Step 1 are not required to continue with the procurement process and may withdraw their bids at their sole discretion.
- 4.2.4 For Bidders whose bids are considered to be responsive, the Report will only identify that they are responsive for the mandatory requirements evaluated; scores will not be provided.
- 4.2.5 All Bidders are requested to provide written confirmation of receipt of the Report to the Contracting Authority within 48 hours from time of receipt. Bidders who do not confirm receipt within the required timeframe will be deemed to have received the Report as of the date issued by Canada.
- 4.2.6 Only non-responsive Bidders shall submit further information in response to the Report.
- 4.2.7 A Bidder responding to a Preliminary Evaluation Report must not modify, alter or substitute any of the proposed hardware or software to correct a non-responsive issue except as expressly permitted at sub-section entitled Permitted Preliminary Evaluation Report Response of section (i) Section I: System and Management Bid above. There will be no change permitted to the Bidder's Financial Proposal as a result of the additional or different information submitted. All submitted information must otherwise comply with the requirements of this solicitation. Failure to comply with these requirements will result in the additional or different information being returned to the Bidder without further consideration.
- 4.2.8 Information submitted by non-responsive Bidders in response to the Report and accepted by Canada will be deemed to replace, in full, only the non-responsive information or response in the Bidder's original bid as identified in the Report and will be used for the remainder of the bid evaluation process.
- 4.2.9 The Bidder's response to the Report must follow the Bid Preparation Instructions (such as, separating financial information from other information as required). Canada requests that Bidders clearly indicate, for each response, which non-responsive requirement identified in the Report is being responded to.
- 4.2.10 Responses to the Report must be submitted to the Contracting Authority on or before the date and time specified in the Report. Failure to do so will result in the bid being deemed non-responsive and the bid will receive no further consideration.
- 4.2.11 Any adjustments to a non-responsive bid are at the Bidder's sole discretion and will be made solely by the Bidder. Canada will not provide information about any other bid or any information as to how a Bidder should complete its response, if any, to the Report. Bidders are and will remain solely responsible for the accuracy and completeness of their bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying errors or omissions in bids submitted nor does Canada undertake to identify any or all such errors or omissions. Bidders are and will remain solely responsible for ensuring consistency of the information submitted in their bids at all times. Without limiting the foregoing, Bidders are and will remain solely responsible for ensuring that any information provided in response to a preliminary evaluation report is consistent with any other information originally submitted in their bid in response to other requirements. Failure to do so may prejudice the evaluation of previously submitted information and/or render the bid non-responsive.
- 4.2.12 For those instances where a Bidder chooses not to submit additional or different information for a requirement identified as non-responsive in the Report, the Bidder should submit a response indicating "No Change" for such requirement and the original response for that item will continue to apply. If a Bidder does not respond to a

requirement identified as non-responsive, the Bidder will be deemed to have provided a "No Change" response and the original response for that item will continue to apply.

- 4.2.13 There will be no change to the Bidder's original evaluated score as a result of the additional or different information submitted. However, after consideration of the addition or different information provided, a Bidder could be considered having been deemed to have obtained the required minimum pass mark. The Bidder's original evaluated score will be the only score used to determine the highest overall Total Weighted Score as per section 4.3.1 below.
- 4.2.14 If all bids are determined to be responsive, no Preliminary Evaluation Reports will be issued and Canada will complete the full bid evaluation, including the Financial Bid evaluation, using the original bid documents submitted.

(b) Step 2

Step 2 consists of the full bid evaluation for all responsive bids. Only those bids deemed to be responsive at the completion of Step 1 will be evaluated at Step 2.

For those bids which were non-responsive at Step 1, Canada's evaluation of such bids will take into account the additional or different information submitted to determine if these requirements have been met as required in the solicitation. A bid will be considered to be non-responsive and receive no further consideration if:

- (i) one or more of the requirements initially evaluated as non-responsive continues to be evaluated as non responsive; or
- (ii) the additional or different information submitted renders non-responsive any other mandatory requirements, even if previously evaluated as responsive; or
- (iii) the minimum pass standard for the System and Management and the ITB bids are not achieved.

To be declared responsive at the conclusion of Step 2 a bid must:

- (i) comply with all the requirements of the bid solicitation; and
- (ii) meet all mandatory criteria; and
- (iii) obtain, or having been deemed to have obtained, the required minimum of 158 points overall for the Management evaluation criteria which are subject to point rating. The rating is performed on a scale of 225 points; and
- (iv) meet all Industrial and Technological Benefits and Value Proposition requirements.

4.3 Basis of selection

4.3.1 Combined Rating for Best Value

- (a) Best Value is defined as the optimal combination of price, technical merit, quality, and the balance of overall benefits to the Crown and the Canadian people as set out in the bid solicitation evaluation criteria.

For each responsive bid, the best value calculation will be determined as follows:

$$\frac{\text{Lowest Compliant Bid Price} \times 20}{\text{Bidder's Total Evaluated Bid Price}} + \frac{\text{Technical Point Rated Score} \times 60}{\text{Maximum Score Available for Bid (225 points)}} + \frac{\text{Value Proposition Point Rated Score} \times 20}{\text{Maximum Score Available for Bid (20 points)}} = \text{Total Weighted Score}$$

- (b) When a calculation includes a decimal answer, calculations will be rounded to the nearest hundredth value.

Example:

(i) 7.254 to the nearest hundredth = 7.25

(ii) 7.255 to the nearest hundredth = 7.26

- (c) Following the completion of the evaluations in Step 1 and Step 2, the compliant Bidder with the highest overall Total Weighted Score (Best Value) will be recommended for the award of both contracts i.e Acquisition and In-Service Support.
- (d) Refer to Attachment 4 Evaluation of Price for the price evaluation procedure that will be used to determine Total Evaluated Bid Price for each Bidder.

4.3.2 Evaluation Examples

Two (2) bids were received in response to a competitive solicitation. The following bids were evaluated:

Bidder A

Bidder A was deemed non responsive since they did not meet the point rated minimum pass standard for Management, achieving only 150 points out of a possible 225 points for this area. Bidder A submitted missing information under the 2 step process (Preliminary Evaluation Report) which satisfied the bid evaluation team, resulting in a responsive bid. While the missing documents proved compliance with the requirement, the Bidder retains the original bid price and non responsive point rated score, therefore the overall total evaluated score was 215 points out of a possible 225 points. Bidder A achieved a total Value Proposition score of 15 out of a possible 20 points. Bidder A's total bid price is \$600,000.00 and is the lowest of the two (2) responsive bids received.

$$\frac{\$600,000 \times 20}{\$600,000} + \frac{215 \times 60}{225} + \frac{15 \times 20}{20} = 92.33$$

Bidder B

Bidder B submitted a responsive bid and achieved a total technical score of 223 points out of a possible 225 points. Bidder B achieved a total Value Proposition score of 17 out of a possible 20 points. Bidder B's total bid price is \$800,000.00

$$\frac{\$600,000 \times 20}{\$800,000} + \frac{223 \times 60}{225} + \frac{17 \times 20}{20} = 91.47$$

Therefore, Bidder A's bid represents best value for Canada and will be recommended for the award of both the Acquisition contract, and In-Service Support Contract

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, a completed [Declaration Form](http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>), to be given further consideration in the procurement process.

5.1.2 Other Certifications

As per specified in Attachment 1 and Attachment 7, appended to this bid solicitation package.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below and in Attachment 5, Certifications Precedent to Contract Award, should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

5.2.1 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

5.2.3.2 Education and Experience - SACC Manual clause [A3010T](#) (2010-08-16) Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

5.2.3.3 Language capability

The Bidder certifies that it has the language capability required to perform the Work, as stipulated in the Statement of Work.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:

Acquisition

- a. the Bidder must hold a valid organization security clearance as indicated in Volume 2 – ADIS Acquisition Resulting Contract;
- b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Volume 2 – ADIS Acquisition Resulting Contract;
- c. the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- d. the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Volume 2 – ADIS Acquisition Resulting Contract and in Volume 3 – ADIS ISS Resulting Contract;
- e. the Bidder must provide the address(es) of proposed site(s) or premises of work performance and document safeguarding, as indicated in Part 3 – section 3.2.4, Bidder's Proposed Site(s) or Premises Requiring Safeguarding Measures.

In-Service Support

- a. the Bidder must hold a valid organization security clearance as indicated in Volume 3 – ADIS ISS Resulting Contract;
 - b. the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Volume 3 – ADIS ISS Resulting Contract;
 - c. the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
 - d. the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Volume 2 – ADIS Acquisition Resulting Contract and in Volume 3 – ADIS ISS Resulting Contract;
 - e. the Bidder must provide the address(es) of proposed site(s) or premises of work performance and document safeguarding, as indicated in Part 3 – section 3.2.4, Bidder's Proposed Site(s) or Premises Requiring Safeguarding Measures.
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

6.2 Financial Capability - SACC Manual clause **A9033T** (2012-07-16) Financial Capability

6.2.1 Financial Capability Requirement: The Bidder must have the financial capability to fulfill this requirement. To determine the Bidder's financial capability, the Contracting Authority may, by written notice to the Bidder, require the submission of some or all of the financial information detailed below during the evaluation of bids. The Bidder must provide the following information to the Contracting Authority within fifteen (15) working days of the request or as specified by the Contracting Authority in the notice:

- a. Audited financial statements, if available, or the unaudited financial statements (prepared by the Bidder's outside accounting firm, if available, or prepared in-house if no external statements have been prepared) for the Bidder's last three fiscal years, or for the years that the Bidder has been in business if this is less than three years (including, as a minimum, the Balance Sheet, the Statement of Retained Earnings, the Income Statement and any notes to the statements).
- b. If the date of the financial statements in (a) above is more than five months before the date of the request for information by the Contracting Authority, the Bidder must also provide, unless this is prohibited by legislation for public companies, the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement), as of two months before the date on which the Contracting Authority requests this information.
- c. If the Bidder has not been in business for at least one full fiscal year, the following must be provided:
 - (i) the opening Balance Sheet on commencement of business (in the case of a corporation, the date of incorporation); and
 - (ii) the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement) as of two months before the date on which the Contracting Authority requests this information.
- d. A certification from the Chief Financial Officer or an authorized signing officer of the Bidder that the financial information provided is complete and accurate.
- e. A confirmation letter from all of the financial institution(s) that have provided short-term financing to the Bidder outlining the total of lines of credit granted to the Bidder and the amount of credit that remains available and not drawn upon as of one month prior to the date on which the Contracting Authority requests this information.
- f. A detailed monthly Cash Flow Statement covering all the Bidder's activities (including the requirement) for the first four years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures on a monthly basis, for all the Bidder's activities. All assumptions made should be explained as well as details of how cash shortfalls will be financed.
- g. A detailed monthly Project Cash Flow Statement covering the first four years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures, for the requirement, on a monthly basis. All assumptions made should be explained as well as details of how cash shortfalls will be financed.

6.2.2 If the Bidder is a joint venture, the financial information required by the Contracting Authority must be provided by each member of the joint venture.

6.2.3 If the Bidder is a subsidiary of another company, then any financial information in 6.2.1. (a) to (g) above required by the Contracting Authority must be provided by the ultimate parent company. Provision of parent company financial information does not by itself satisfy the requirement for the provision of the financial information of the Bidder, and the financial capability of a parent cannot be substituted for the financial capability of the Bidder itself

unless an agreement by the parent company to sign a Parental Guarantee, as drawn up by Public Works and Government Services Canada (PWGSC), is provided with the required information.

- 6.2.4 Financial Information Already Provided to PWGSC: The Bidder is not required to resubmit any financial information requested by the Contracting Authority that is already on file at PWGSC with the Contract Cost Analysis, Audit and Policy Directorate of the Policy, Risk, Integrity and Strategic Management Sector, provided that within the above-noted time frame:
- the Bidder identifies to the Contracting Authority in writing the specific information that is on file and the requirement for which this information was provided; and
 - the Bidder authorizes the use of the information for this requirement.
- 6.2.5 It is the Bidder's responsibility to confirm with the Contracting Authority that this information is still on file with PWGSC.
- 6.2.6 Other Information: Canada reserves the right to request from the Bidder any other information that Canada requires to conduct a complete financial capability assessment of the Bidder.
- 6.2.7 Confidentiality: If the Bidder provides the information required above to Canada in confidence while indicating that the disclosed information is confidential, then Canada will treat the information in a confidential manner as permitted by the Access to Information Act, R.S., 1985, c.c. A-1, Section 20(1) (b) and (c).
- 6.2.8 Security: In determining the Bidder's financial capability to fulfill this requirement, Canada may consider any security the Bidder is capable of providing, at the Bidder's sole expense (for example, an irrevocable letter of credit from a registered financial institution drawn in favour of Canada, a performance guarantee from a third party or some other form of security, as determined by Canada).
- 6.3 Controlled Goods Requirement - SACC Manual clause A9130T (2014-11-27) Controlled Goods Program – Bid**
- 6.3.1 As the resulting contract will require the production of or access to controlled goods that are subject to the [Defence Production Act](#), R.S. 1985, c. D-1, bidders are advised that within Canada only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: [Controlled Goods Program](#) and registration is carried out as follows:
- When the bid solicitation includes controlled goods information or technology, the Bidder must be registered, exempt or excluded under the CGP before receiving the bid solicitation. Requests for technical data packages or specifications related to controlled goods should be made in writing to the Contracting Authority identified in the bid solicitation and must contain the CGP registration number or written proof of exemption or exclusion of the Bidder and of any other person to whom the Bidder will give access to the controlled goods.
 - When the bid solicitation does not include controlled goods information or technology but the resulting contract requires the production of or access to controlled goods, the successful Bidder and any subcontractor who will be producing or accessing controlled goods must be registered, exempt or excluded under the CGP before examining, possessing or transferring controlled goods.
 - When the successful Bidder and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the successful Bidder and any subcontractor must, within seven (7) working days from receipt of written notification of contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No

examination, possession or transfer of controlled goods must be performed until the successful Bidder has provided proof, satisfactory to the Contracting Authority that the successful Bidder and any subcontractor are registered, exempt, or excluded under the CGP.

Failure to provide proof, satisfactory to the Contracting Authority, that the successful Bidder and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the resulting contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

- 6.3.2 Bidders are advised that all information on the Application for Registration (or exemption) Form will be verified and errors or inaccuracies may cause significant delays and/or result in denial of registration or exemption.

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Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ATTACHMENT 1

INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB) VALUE PROPOSITION – BIDDER INSTRUCTIONS

The Industrial and Technological Benefits Value Proposition Bidder Instructions (Attachment 1) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

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ATTACHMENT 2

BID EVALUATION PLAN SYSTEM AND MANAGEMENT

The Bid Evaluation Plan – System and Management (Attachment 2) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ATTACHMENT 3

INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB) VALUE PROPOSITION BID EVALUATION PLAN

The Industrial and Technological Benefits Value Proposition Bid Evaluation Plan (Attachment 3) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ATTACHMENT 4

EVALUATION OF PRICE

The Evaluation of Price (Attachment 4) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ATTACHMENT 5

CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

The Certifications Precedent to Contract Award (Attachment 5) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ATTACHMENT 6 CONFIDENTIALITY AGREEMENT

The Confidentiality Agreement (Attachment 6) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ATTACHMENT 7 CERTIFICATE OF COMPLIANCE

The Certificate of Compliance (Attachment 7) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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**AREA DETECTION AND IDENTIFICATION
SYSTEM (ADIS) PROJECT**

ATTACHMENT 1

**Industrial and Technological Benefits (ITB) and Value
Proposition**

Bidder Instructions

Table of Contents

1	INTRODUCTION
2	CANADA’S ITB OBJECTIVES
3	GENERAL INSTRUCTIONS
4	ACQUISITION CONTRACT ITB MANDATORY REQUIREMENTS
5	IN-SERVICE SUPPORT CONTRACT ITB MANDATORY REQUIREMENTS
6	ASSESSMENT OF ITB MANDATORY REQUIREMENTS
7	ACQUISITION CONTRACT ITB RATED CRITERIA
8	IN-SERVICE SUPPORT ITB RATED CRITERIA
9	BANKING AND POOLING
	Annex A – Acquisition ITB mandatory requirements certificate
	Annex B – In-Service Support ITB mandatory requirements certificate
	Annex C – Acquisition ITB rated criteria certificate
	Annex D – In-Service Support ITB rated criteria certificate

1. INTRODUCTION

- 1.1. On February 5, 2014, the Government of Canada announced the Defence Procurement Strategy (DPS). One of the objectives of the DPS is to leverage purchases of defence equipment to create jobs and economic growth in Canada. The Industrial and Technological Benefits (ITB) policy has objectives that will be achieved through a weighted and rated Value Proposition (VP) that will form part of the evaluation plan to award the Contract.
- 1.2. The strategic VP objective for the Area Detection and Identification System (ADIS) project (the Project) is to refine and develop the ADIS requirement and sustain and grow Canadian capabilities related to this project. This objective has been informed by extensive industry engagement and consultation, as well as by in-depth analyses of capabilities related to the procurement.

2. CANADA'S ITB OBJECTIVES

- 2.1. Canada wishes to ensure that its investments in defence-related goods and services generate economic benefit to Canada and have long-term and high-value impacts on Canadian industry, in advanced technology areas. The ITB Proposals should clearly indicate how the proposed business activities support Canada's ITB objectives set out in subsections 2.2 to 2.7 below, and how they will be achieved if the Bidder wins the ensuing Contract.
- 2.2. Defence Sector: A core objective of the ITB policy is to ensure that defence procurement supports the economic development and long-term sustainment of Canada's Defence Sector. The Bidder is encouraged to propose a maximum amount of business activities in Canada involving work directly on the procurement.
- 2.3. Supplier Development: The development of supplier productivity and competitiveness among Canadian-based suppliers is a key objective of the ITB policy. The Bidder is encouraged to propose meaningful opportunities for growth and supply chain integration to suppliers across Canada.
- 2.4. Research and Development (R&D): An important objective of the ITB policy is to encourage innovation, as R&D can position Canadian Companies to move up the value chain and capture market opportunities. The Bidder is encouraged to propose R&D investments in Canada and locate high value research and

engineering work in Canada, positioning Canadian-based companies to benefit from its subsequent commercialization.

- 2.5. Exports: Canada's Defence Sector is export intensive, and a key ITB objective is to strengthen Canada's success in tapping traditional and non-traditional export markets to share in long-term jobs and growth that result from success in foreign markets. The Bidder is encouraged to demonstrate that it and its suppliers can leverage the Project into future export success from a Canadian base.
- 2.6. Regional Development: The regional development objectives of the ITB policy are to encourage long-term quality improvements to the capability, capacity, international competitiveness and growth potential of Canadian Companies in those regions where Canada has established specific initiatives to promote economic growth and diversification through procurement. These Designated Regions of Canada are defined in the ITB Terms and Conditions. Canadian industry in all the Designated Regions of Canada should have the opportunity to participate in the Project.
- 2.7. Small and Medium Businesses (SMB): It is an objective of Canada to encourage the participation of SMB as suppliers on major federal procurements and to increase their competitiveness and export market access. Canadian SMB should have the opportunity to participate in the Project.

3. GENERAL INSTRUCTIONS

- 3.1. The Bidder must submit one Bid which must contain separate and responsive ITB Proposals for both the Acquisition and In-Service Support Contracts at bid closing.
- 3.2. In preparing its ITB Proposals, the Bidder should be guided by these Bidder Instructions, as well as by the ITB Evaluation Plan and the Acquisition and In-Service Support ITB Terms and Conditions. All four documents provide important guidance, definitions and/or contractual provisions related to the ITB policy. Defined terms not otherwise defined in this document have the meaning given to them in the ITB Terms and Conditions and the Request for Proposal, including annexes, to which these Bidder Instructions are attached.
- 3.3. The Acquisition ITB Proposal will be deemed responsive by the ITB Authority if it:
 - 3.3.1. Meets the Acquisition Contract ITB mandatory requirements outlined in Section 2 of the ITB Evaluation Plan; and,

- 3.3.2. Meets the ITB minimum assessment values outlined in Section 4 of the ITB Evaluation Plan.
- 3.4. The In-Service Support ITB Proposal will be deemed responsive by the ITB Authority if it:
 - 3.4.1. Meets the In-Service Support Contract ITB mandatory requirements outlined in Section 3 of the ITB Evaluation Plan; and
 - 3.4.2. Meets the ITB minimum assessment values outlined in Section 4 of the ITB Evaluation Plan.
- 3.5. Should the Bidder's Proposals be deemed responsive, they will then be evaluated as outlined in the ITB Evaluation Plan:
 - 3.5.1. The Acquisition Contract ITB rated criteria outlined in Section 5 of the ITB Evaluation Plan; and
 - 3.5.2. The In-Service Support Contract ITB rated criteria outlined in Section 6 of the ITB Evaluation Plan.
- 3.6. Evaluation results will be conveyed to the Contracting Authority, who will then integrate them into the overall bid evaluation results, as outlined in Section 4.6.2 of the procurement's evaluation plan.
- 3.7. It is the responsibility of the ITB Authority to ensure that ITB Proposals are evaluated as outlined in the ITB Evaluation Plan.
- 3.8. The ITB Proposals must be submitted in separate, self-contained volumes. Only the ITB Proposal is reviewed during the evaluation. In order to facilitate the evaluation process, any material contained in another section of the Bid but relevant to the Proposal should be repeated in the Proposal.
- 3.9. 7 hard copies and 2 electronic copies of the ITB Proposals are required.
- 3.10. The ITB Proposals, and their receipt, storage and protection by the ITB Authority, is governed by applicable federal laws and processes.

4. ACQUISITION CONTRACT ITB MANDATORY REQUIREMENTS

- 4.1. There are six (6) Acquisition Contract ITB mandatory requirements that the Bidder must meet in its Acquisition ITB Proposal. The omission of any part of

the following six (6) requirements will result in the Acquisition ITB Proposal being deemed not responsive:

- 4.1.1. Requirement One: The Acquisition ITB Proposal must commit to achieving Transactions, measured in Canadian content value (CCV), valued at not less than 100 percent of the Acquisition Contract Price, including all options exercised, to be achieved within the Achievement Period. If the Bidder commits to achieving greater than 100 percent of Contract Price, that Commitment will become an Obligation that must be achieved under the Contract.
- 4.1.2. Requirement Two: The Acquisition ITB Proposal must commit to achieving not less than 75 percent of the Acquisition Contract Price, including all options exercised, in Direct Transactions measured in CCV. If the Bidder commits to achieving greater than 75 percent of Contract Price in Direct Transactions, that Commitment will become an Obligation that must be achieved under the Contract.
- 4.1.3. Requirement Three: In its Acquisition ITB Proposal, the Bidder must:
 - 4.1.3.1. specify its Acquisition Bid Price, not including taxes, rounded to the nearest dollar and excluding options;
 - 4.1.3.2. identify Transactions that are detailed, fully described and equal in total to not less than 30 percent of the Acquisition Bid Price, measured in CCV;
 - 4.1.3.3. commit to identifying, one (1) year after the Effective Date of the Acquisition Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 60 percent of the Acquisition Contract Price, including all options exercised, measured in CCV; and,
 - 4.1.3.4. commit to identifying, three (3) years after the Effective Date of the Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 100 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.
- 4.1.4. Requirement Four: The Bidder must commit to achieving not less than 15 percent of the Acquisition Contract Price, including all options exercised, in Transactions with Small and Medium Businesses, measured in CCV. If

the Bidder commits to achieving greater than 15 percent of Contract Price in Transactions with Small and Medium Businesses, that Commitment will become an Obligation that must be achieved under the Contract.

- 4.1.5. Requirement Five: The Bidder must accept and comply with all of the Acquisition ITB Terms and Conditions.
- 4.1.6. Requirement Six: The Acquisition ITB Proposal must contain the following components, each of which is more particularly described in Section 6:
 - 4.1.6.1. Company business Plan;
 - 4.1.6.2. ITB management Plan;
 - 4.1.6.3. Regional development Plan;
 - 4.1.6.4. Small and medium business development Plan;
 - 4.1.6.5. Export target market overview;
 - 4.1.6.6. Detailed sheets for proposed Transactions being submitted by the Bidder, accompanied by a summary chart; and,
 - 4.1.6.7. Acquisition mandatory requirements certificate, as set out in Annex A, signed by a duly authorized company official.

5. IN-SERVICE SUPPORT ITB MANDATORY REQUIREMENTS

- 5.1. There are six (6) In-Service Support Contract ITB mandatory requirements that the Bidder must meet in its In-Service Support ITB Proposal. The omission of any part of the following six (6) requirements will result in the In-Service Support ITB Proposal being deemed not responsive:
 - 5.1.1. Requirement One: The In-Service Support ITB Proposal must commit to achieving Transactions, measured in CCV, valued at not less than 100 percent of the In-Service Support Contract Price, including all options exercised, to be achieved within the Achievement Period. If the Bidder commits to achieving greater than 100 percent of Contract Price, that Commitment will become an Obligation that must be achieved under the Contract.
 - 5.1.2. Requirement Two: The In-Service Support ITB Proposal must commit to achieving not less than 75 percent of the In-Service Support Contract Price, including all options exercised, in Direct Transactions measured in CCV. If the Bidder commits to achieving greater than 75 percent of

Contract Price in Direct Transactions, that Commitment will become an Obligation that must be achieved under the Contract.

5.1.3. Requirement Three: In its In-Service Support ITB Proposal, the Bidder must:

- 5.1.3.1. specify its In-Service Support Bid Price, not including taxes, rounded to the nearest dollar and excluding options;
- 5.1.3.2. identify Transactions that are detailed, fully described and equal in total to not less than 30 percent of the In-Service Support Bid Price, including all options exercised, measured in CCV;
- 5.1.3.3. commit to identifying, one (1) year after the Effective Date of the In-Service Support Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 60 percent of the In-Service Support Contract Price including all options exercised, measured in CCV; and,
- 5.1.3.4. commit to identifying, three (3) years after the Effective Date of the In-Service Support Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 100 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.

5.1.4. Requirement Four: The Bidder must commit to achieving not less than 15 percent of the In-Service Support Contract Price, including all options exercised, in Transactions with Small and Medium Businesses, measured in CCV. If the Bidder commits to achieving greater than 15 percent of Contract Price in Transactions with Small and Medium Businesses, that Commitment will become an Obligation that must be achieved under the Contract.

5.1.5. Requirement Five: The Bidder must accept and comply with all of the In-Service Support ITB Terms and Conditions.

5.1.6. Requirement Six: The In-Service Support ITB Proposal must contain the following components, each of which is more particularly described in Section 6:

- 5.1.6.1. Company business Plan;

- 5.1.6.2. ITB management Plan;
- 5.1.6.3. Regional development Plan;
- 5.1.6.4. Small and medium business development Plan;
- 5.1.6.5. Detailed sheets for proposed Transactions being submitted by the Bidder, accompanied by a summary chart; and,
- 5.1.6.6. In-Service Support mandatory requirements certificate, as set out in Annex B, signed by a duly authorized company official.

6. ASSESSMENT OF ITB MANDATORY REQUIREMENTS

- 6.1. The following section details the content that is expected to be in each of the components of the Acquisition and In-Service Support mandatory requirements referred to above in Section 4.1.6 and 5.1.6 respectively. The Plans will be assessed during the evaluation, based on quality and risk, as outlined in Section 4.1 of the ITB Evaluation Plan. The export target market overview will be assessed during the evaluation as outlined in Section 4.2 of the ITB Evaluation Plan.
- 6.2. Each Plan/overview should respond to all of the requested items outlined below. Responses should be detailed and, wherever appropriate, provide an indication of how items will contribute to the Bidder meeting Canada's ITB objectives.
- 6.3. Each Plan should address, wherever appropriate, the Bidder's approach to the following risk areas:
 - 6.3.1. Experience (i.e. practise elsewhere);
 - 6.3.2. Capability (i.e. know-how and tools in place) ;
 - 6.3.3. Planning (i.e. organized, proactive);
 - 6.3.4. Resources (i.e. team, facilities, information); and,
 - 6.3.5. Engagement (i.e. interaction with stakeholders)
- 6.4. Company business Plan
 - 6.4.1. The purpose of the company business Plan is to demonstrate the ability of the Bidder to assemble, plan and describe its proposed team to complete the work on the Project. The Plan should also demonstrate the ability of the Bidder and its team to meet the ITB objectives. The anticipated length of the Plan is approximately 7-10 pages, depending on the size of the Bidder's team.
 - 6.4.2. The Bidder's company business Plan should contain the following information:

- 6.4.2.1. An outline of the structure, conduct and performance of the business operations of the Bidder and each of its other proposed eligible donors that are performing work on the Project;
- 6.4.2.2. A detailed overview of the proposed role of each company in delivering the work on the Project, the proposed location of that work, and the key personnel in each company who would be responsible for delivering that work;
- 6.4.2.3. An organizational chart for each company outlining its worldwide corporate operations, that clearly states the corporate family structure, parent and subsidiary relationships, and the location of key responsibility centres (i.e. headquarters, manufacturing, service centres, R&D, marketing);
- 6.4.2.4. A list of each company's existing Canadian facilities, including the location, date of establishment, nature of operations, number of employees, and place within the worldwide corporate structure; and,
- 6.4.2.5. A description of the broad and long-term impacts of the Work on the Canadian economy and how these respond to the ITB objectives in Section 2.

6.5. ITB management Plan

- 6.5.1. The purpose of the ITB management Plan is to demonstrate the Bidder's ability to develop, implement, manage and report on the proposed Obligation for the full duration of the Achievement Period. It is also the place for Bidder to formally list its proposed eligible donors. The anticipated length of the Plan is approximately 6-8 pages.
- 6.5.2. The ITB management Plan should include the following information:
 - 6.5.2.1. A description of the ITB management functions and associated organization that the Bidder envisions necessary to successfully meet the Obligations. It should include a summary of the methods, processes and procedures that the Bidder will use to identify, submit, track, record keep and report on ITB activities. The summary should be presented in a level of detail sufficient to demonstrate that the Bidder fully understands its Obligations;

- 6.5.2.2. The name, contact details and biographical information of the Bidder's ITB official(s) assigned to the Project and/or job descriptions for the proposed positions;
- 6.5.2.3. An explanation of the Bidder's internal processes for ITB organization, advocacy and awareness, both specific to the Project and in general. The Bidder should include a description of how ITB considerations will be factored into the company's broader decision-making processes, along with how these decisions will be documented and tracked;
- 6.5.2.4. A description of any previous ITB/IRB/offset obligations that have been undertaken by the Bidder over the past ten (10) years, in Canada and elsewhere, along with a brief overview of the achievement status of each project; and,
- 6.5.2.5. A list of the Bidder's proposed eligible donors and contact details for each, along with details and documentation justifying how each company meets the Eligible Donor criteria outlined in the ITB Terms and Conditions.
 - All proposed eligible donors are subject to review and approval by the ITB Authority during evaluation. Only those proposed eligible donors that are found to meet the criteria will be included on the list of Eligible Donors in the ensuing Contract. Any proposed transaction with a donor company not meeting the Eligible Donor criteria will be rejected.

6.6. Regional development Plan

- 6.6.1. The purpose of the regional development Plan is to demonstrate the Bidder's commitment to providing opportunities and assistance for businesses in the Designated Regions of Canada. The anticipated length of the Plan is approximately 5-7 pages.
- 6.6.2. The regional development Plan should include the following information:
 - 6.6.2.1. Identification and description of the Bidder's proposed transactions in the Designated Regions of Canada, the total of which will become Obligations to be achieved under Article 3.1.3 of the ITB Terms and Conditions. The Plan may also identify any higher regional

commitment target to which the Bidder is prepared to commit contractually;

- 6.6.2.2. A description of the Bidder's business rationale for its regional approach;
- 6.6.2.3. A description of the activities and approaches undertaken to date by the Bidder and its proposed eligible donors that have resulted in the distribution of proposed transactions to the Designated Regions of Canada;
- 6.6.2.4. A description of the activities and approaches that will be undertaken after Contract award until the end of the Achievement Period to improve the opportunities available to the Designated Regions of Canada; and,
- 6.6.2.5. A description of how regional considerations are factored into the Bidder's ITB decision-making processes.

6.7. Small and medium business (SMB) development Plan

- 6.7.1. The purpose of the SMB development Plan is to demonstrate the Bidder's commitment to providing opportunities, assistance and encouragement to SMB in Canada. The anticipated length of the Plan is approximately 5-7 pages.
- 6.7.2. The SMB development Plan should include the following information:
 - 6.7.2.1. Identification and description of the Bidder's proposed transactions involving SMB in Canada, the total of which, or not less than 15 percent of the Contract Price, whichever is higher will become Obligations to be achieved under Article 3.1.2.3 of the ITB Terms and Conditions;
 - 6.7.2.2. A description of the activities and approaches undertaken to date by the Bidder and its proposed eligible donors that have resulted in the proposed distribution of SMB transactions;
 - 6.7.2.3. A description of the activities and approaches that will be undertaken after Contract award until the end of the Achievement Period to improve the opportunities available to SMB;

- 6.7.2.4. A description of how SMB considerations are factored into the Bidder's ITB decision-making processes; and,
- 6.7.2.5. A description of any initiatives and/or assistance (at a broad corporate level or specific to the Project) that would be provided to SMB to help stimulate and promote them, both as potential suppliers to the Project and for their capability to pursue and undertake new business activities. Examples could include financing or special payment provisions.

6.8. Export target market overview

- 6.8.1. The ADIS Acquisition ITB Proposal must include an export target market overview (the overview), as part of the Bidder's international export strategy demonstrating that the Bidder and its suppliers can leverage the Project into future export success.
- 6.8.2. The overview should, in as much detail as possible, provide information identifying the international markets that the Bidder and its suppliers intend to target and provide sufficient information to Canada to determine whether a realistic assessment of export potential has been provided and that the Bidder can reasonably achieve this potential. The anticipated length of the target market section is under ten pages.
- 6.8.3. The Bidder's overview must contain detailed responses to four (4) or more of the following criteria:
 - Identify the specific markets that are targeted, including an assessment of the size of the market potential;
 - Describe any barriers affecting market entry from Canada and the related mitigation strategies;
 - Identify whether buyers have been identified and whether the Bidder's solution is a procurement priority of potential buyers in targeted markets (e.g. has a Request for Proposal been issued?);
 - Describe the direct or indirect market entry approach (e.g. government to government contract, direct commercial contract, agent, local partner, setting up local operations); and,

- Describe the Bidder's competitive advantage (e.g. has the offering already been sold commercially?).

6.9. Detailed Transaction sheets

- 6.9.1. The ITB Proposals will provide a separate and detailed Transaction sheet for each transaction that the Bidder proposes and for which it is prepared to commit contractually. A template of the Transaction sheet is attached as Annex B to the ITB Terms and Conditions. The Bidder is encouraged to use this template, to promote administrative consistency and ease.
- 6.9.2. In addition to the individual Transaction sheets, the Bidder will include a summary chart of all of its proposed Transactions. The summary chart should clearly identify each Transaction and provide a breakdown, with appropriate sub-totals and percentages, by: direct, indirect, region, SMB and rated criteria. The summary chart should provide a very brief description of how each proposed Transaction aligns with the rated criteria, to compliment the more detailed justifications located in the Transaction sheet. The Bidder may use a format of its choice for the summary chart.
- 6.9.3. The Bidder should include a forecast plan for the Transactions due 1 and 3 years following the Effective Date of the Contract, respectively. The forecast plan should include such information as, but not limited to: a list of any Canadian companies being considered; and/or, the specific capabilities being sought from Canadian suppliers.
- 6.9.4. The Bidder is strongly encouraged to fully complete every section of the Transaction sheet so that the Transaction can be properly evaluated. The Bidder should also provide details and documentation within its ITB Proposals, as indicated, in support of Transaction eligibility criteria as outlined in Section 8 of the ITB Terms and Conditions. Failure to adequately describe and/or document the proposed Transaction may result in it being rejected as not meeting the Transaction eligibility criteria.
- 6.9.5. Identifying a Transaction for the purposes of Section 6.9.1 means presenting a signed Transaction sheet to the ITB Authority, which names both a specific Eligible Donor and a specific Recipient, describes the business activity in detail, provides valuation information, and complies with these ITB Bidder Instructions and the ITB Terms and Conditions with respect to eligibility criteria, valuation, transaction types and banking.

- 6.9.6. In the event that the Bidder makes Commitments in its Proposal that are valued at more than 100 percent of Contract Price for either Acquisition or In-Service Support ITB Proposals:
 - 6.9.6.1. the Obligation value in Article 3.1.1 of the respective ITB Terms and Conditions will be adjusted to match the total value of those Transactions; and,
 - 6.9.6.2. no additional points will be scored in the rated evaluation, above those outlined in the ITB Evaluation Plan.
- 6.9.7. A template specifying the information that should be contained in a Transaction sheet is attached as Annex B of the Acquisition and In-Service Support ITB Terms and Conditions.
- 6.10. Mandatory requirements certificate
 - 6.10.1. The Bidder must submit with its ITB Proposals the mandatory requirements certificates (Annex A for the Acquisition ITB Proposal and Annex B for the In-Service Support Proposal), completed with their company name and the Proposal's respective Bid Price, and signed and dated by a company official duly authorized to bind the company.

7. ACQUISITION CONTRACT ITB RATED CRITERIA

- 7.1 Value Proposition: The Bidder should provide information and details on its VP Commitments, Transactions, and International Export Strategy, which will be rated as described in Section 5 of the ITB Evaluation Plan. The Bidder should complete and submit the Acquisition Contract ITB rated criteria certificate (Annex C), signed and dated by a company official duly authorized to bind the company.
 - 7.1.1. Defence Sector Instructions – The Acquisition ITB Proposal should include the Bidder's Commitment to achieve above the seventy-five (75) percent mandatory minimum of Acquisition Contract Price in Direct Transactions as described in 5.7.1 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the Acquisition Bid Price measured in CCV.

The Acquisition ITB Proposal should include the Bidder's proposed Direct Transactions. The Bidder should describe in its Acquisition ITB Proposal how the proposed Transactions align with the Defence Sector and should

provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation.

- 7.1.2. Research and Technological Development Instructions – The Acquisition ITB Proposal should include the Bidder's Commitment to achieve Transactions involving Research and Development in the Chemical, Biological, Radiological and Nuclear (CBRN) Detection market segment with Canadian Companies or Canadian Post-Secondary Institutions as described in 5.7.2 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the Acquisition Bid Price, measured in CCV.

The Acquisition ITB Proposal should include the Bidder's proposed Transactions involving Research and Development activities. The Bidder should describe in its Acquisition ITB Proposal how the proposed Transactions align with Research and Development and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation.

- 7.1.3. Small and Medium Businesses Instructions – The Acquisition ITB Proposal should include the Bidder's Commitment to achieve above the fifteen (15) percent mandatory minimum of Acquisition Contract Price in Transactions with Small and Medium Businesses as described in 5.7.3 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the Acquisition Bid Price, measured in CCV.

The ITB Proposal should include the Bidder's proposed Transactions involving Small and Medium Businesses. The Bidder should describe in its ITB Proposal how the proposed Transactions are with Small and Medium Businesses and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation.

- 7.1.4. International export strategy instructions – The Acquisition ITB Proposal should include an international export strategy, demonstrating that the Bidder and its suppliers can leverage the ADIS project into future export success. Points will be awarded according to 5.7.4 of the ITB Evaluation Plan.

The international export strategy should, in as much detail as possible, provide information on the Bidder's plan to maximize export activities for Canadian industry related to ADIS. The strategy should provide

information that responds to each of the points below, related to target markets and capacity to export.

7.1.4.1. Capacity to export:

7.1.4.2. The capacity to export will be assessed during the evaluation as outlined in Section 5.7.4.1 of the ITB Evaluation Plan. If the Bidder succeeds at scoring points in capacity to export under the Acquisition ITB Proposal, the capacity to export will be inputted into both the Acquisition Contract and the In-Service Support Contract.

7.1.4.3. The international export strategy should demonstrate that the Bidder and/or its other proposed Eligible Donors have the capacity to successfully carry out their export plans and provide sufficient information to enable Canada to determine, at the time of bid evaluation, whether the conditions for success will be in place at the time of Contract award and will remain in place. All the components detailed below are required in order to successfully manage an export program; therefore VP points will only be awarded for the capacity to export section if the Bidder can demonstrate at the time of bid evaluation that all of the capacity of export components will be fulfilled at the time of contract award. More specifically, the Bidder and/or its suppliers should demonstrate that:

- they have the decision-making authority to pursue exports from Canada, by providing:
 - evidence that the necessary company signing authorities are in place to pursue international sales;
 - details describing the extent of the decision-making authority with regard to pursuing export contracts.
- their Canadian-based operations have and will maintain a World Product Mandate exclusive authority to export the product/service outside of Canada, by providing evidence such as:
 - contract or certification or other documentation to illustrate that they have a world product mandate for a product or service with exclusive authority to export outside of Canada.

- details and evidence of the exclusive authority to export the product/service globally, that does not require a world product mandate.
- they have a management team in place to pursue international sales from Canada, by providing:
 - details describing the team and its organizational structure.
- they have set aside and are using human and financial resources to pursue international market opportunities from Canada, by providing:
 - a description of the resources and an overview of their use.

7.1.5. The Contract will require the Contractor to report on its international export strategy on an annual basis for the duration of the Project (Acquisition and In-Service Support Contracts), as referenced in Article 4.1.1.5 of the ITB Terms and Conditions. Reporting on the export activities, including the status of any target markets Commitments and confirmation that the capacity to export conditions remain in place, will be an Obligation.

8. IN-SERVICE SUPPORT CONTRACT ITB RATED CRITERIA

8.1. Value Proposition: The Bidder should provide information and details on its VP Commitments and Transactions which will be rated as described in Section 6 of the ITB Evaluation Plan. The Bidder should complete and submit the In-Service Support ITB rated criteria certificate (Annex D), signed and dated by a company official duly authorized to bind the company.

8.1.1. Defence Sector Instructions – The In-Service Support ITB Proposal should include the Bidder's Commitment to achieve above the seventy-five (75) percent mandatory minimum of In-Service Support Contract Price in Direct Transactions as described in 6.7.1 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the In-Service Support Bid Price, measured in CCV.

The In-Service Support ITB Proposal should include the Bidder's proposed Direct Transactions. The Bidder should describe in its In-Service Support ITB Proposal the proposed Transactions and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation.

- 8.1.2. Research and Technological Development Instructions – The In-Service Support ITB Proposal should include the Bidder's Commitment to achieve Transactions involving Research and Development in the Chemical, Biological, Radiological and Nuclear (CBRN) Detection market segment with Canadian Companies or Canadian Post-Secondary Institutions as described in 6.7.2 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the In-Service Support Bid Price, measured in CCV.

The In-Service Support ITB Proposal should include the Bidder's proposed Transactions involving Research and Development. The Bidder should describe in its In-Service Support ITB Proposal how the proposed Transactions align with Research and Development in the CBRN Detection market segment and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation.

- 8.1.3. Small and Medium Businesses Instructions – The In-Service Support ITB Proposal should include the Bidder's Commitment to achieve above the fifteen (15) percent mandatory minimum of In-Service Support Contract Price in Transactions with to Small and Medium Businesses as described in 6.7.3 of the ITB Evaluation Plan. The Commitment should be expressed as a percentage of the In-Service Support Bid Price, and measured in CCV.

The In-Service Support ITB Proposal should include the Bidder's proposed transactions involving Small and Medium Businesses. The Bidder should describe in its In-Service Support ITB Proposal how the proposed Transactions are with Small and Medium Businesses and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation

- 8.1.4. Capacity to export:

- 8.1.4.1. The capacity to export will be assessed during the evaluation as outlined in Section 5.7.4.1 of the ITB Evaluation Plan. If the Bidder succeeds at scoring points in capacity to export under the Acquisition ITB Proposal, the capacity to export will be inputted into both the Acquisition Contract and the In-Service Support Contract.

- 8.1.4.2. The Contract will require the Contractor to report on its International Export Strategy and activities on an annual basis for the duration of the Project (Acquisition and In-Service Support contracts), as referenced in Article 4.1.1.5 of the ITB Terms and Conditions. Reporting on the export activities, including the status of any target markets Commitments and confirmation that the capacity to export conditions remain in place, will be an Obligation.

9. BANKING AND POOLING

- 9.1. Banking and pooling are described in the ITB Terms and Conditions. The Bidder may use bank Transactions, or a pooled portion thereof, as part of its ITB Proposals.
- 9.1.1. The Bidder submitting a bank Transaction in its ITB Proposal should include and attach a copy of the approved banked Transaction sheet and the most recent annual bank statement, authorized by the ITB Authority and dated before the release date of the Request for Proposal (RFP) to which the Proposal responds.
- 9.1.2. A pooled Transaction, or portion thereof, may only be included in the ITB Proposal if it originates from the bank.
- 9.2. If a bank Transaction is used as part of an ITB Proposal, the evaluation committee will consider the transaction as accepted for meeting the Transaction eligibility criteria, with the exception of Eligible Donor.
- 9.2.1. A bank Transaction will be evaluated to confirm that it meets the Eligible Donor criteria for the Project, outlined in Article 8 of the Terms and Conditions.
- 9.3. Acceptance of a Transaction in the bank does not guarantee Value Proposition points. All bank transactions will be evaluated to determine Value Proposition scoring, as outlined in the ITB Evaluation Plan.
- 9.4. The Bidder may submit bank Transactions of any CCV value in its ITB Proposal. The entire CCV value of bank Transactions submitted in the ITB Proposal will become a Commitment to be achieved under Article 3 of the Contract. However, any CCV value of bank Transactions that exceeds 50 percent of the total for all Transactions identified in the ITB Proposal will not be counted in the evaluation.

9.5. Any bank Transaction, or portion thereof, included in the ITB Proposal where the date of the authorized bank statement falls after the RFP release date for the Project will not be considered in the mandatory or rated evaluation. Further, that bank Transaction will not become a commitment to be achieved under the Contract.

DRAFT

Annex A- Acquisition ITB mandatory requirements certificate

The Bidder, _____, declares and certifies that through this Acquisition ITB Proposal for the Project, that the Bidder meets and agrees to the following requirements:

Mandatory Requirement	Specific Contract Commitment Listed in the Acquisition ITB Terms and Conditions
1. Commits to achieve not less than 100 percent of the Acquisition Contract Price in CCV as Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Article 3.1.1
2. Commits to achieve not less than 75 percent of the Acquisition Contract Price in CCV as Direct Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Article 3.1.2.1
3. Identifies its Acquisition Bid Price (not including taxes and rounded to the nearest dollar excluding options) \$ _____	
3(a). Identifies Transactions equal in total to not less than 30 percent of its Acquisition Bid Price, measured in CCV.	
3(b) Commits to identifying, one (1) year following the Effective Date of the Acquisition Contract, additional Transactions that bring the cumulative total of Transactions to not less than 60 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.	Article 3.1.4.1
3(c) Commits to identifying, three (3) year following the Effective Date of the Acquisition Contract, additional Transactions that bring the cumulative total of Transactions to not less than 100 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.	Article 3.1.4.2
4. Commits to achieve not less than 15 percent of the Acquisition Contract Price in CCV, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, as Transactions with Small and Medium Sized Businesses, including all options exercised.	Article 3.1.2.3
5. Accepts all of the Acquisition ITB Terms and Conditions.	All articles and annexes.
6. Submitted all the following required components of the Acquisition ITB Proposal: <ul style="list-style-type: none"> • Company business Plan; 	Annex A

<ul style="list-style-type: none"> • ITB management Plan; • Regional development Plan; • Small and medium business development Plan; • Export target market overview • Detailed Transaction sheets, accompanied by a summary chart of all of them; and, • This mandatory requirements certificate, duly completed, signed and dated. 	
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IN WITNESS THEREOF THIS MANDATORY REQUIREMENTS CERTIFICATE HAS BEEN SIGNED THIS _____ DAY OF _____ BY A SENIOR COMPANY OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

Annex B- In-Service Support ITB mandatory requirements certificate

The Bidder, _____, declares and certifies that through this In-Service Support ITB Proposal for the Project, that the Bidder meets and agrees to the following requirements:

Mandatory Requirement	Specific Contract Commitment Listed in the In-Service Support ITB Terms and Conditions
1. Commits to achieve not less than 100 percent of the In-Service Support Contract Price in CCV as Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Article 3.1.1
2. Commits to achieve not less than 75 percent of the In-Service Support Contract Price in CCV as Direct Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Article 3.1.2.1
3. Identifies its In-Service Support Bid Price (not including taxes and rounded to the nearest dollar excluding options) \$	
3(a). Identifies Transactions equal in total to not less than 30 percent of its In-Service Support Bid Price, measured in CCV.	
3(b) Commits to identifying, one (1) year following the Effective Date of the In-Service Support Contract, additional Transactions that bring the cumulative total of Transactions to not less than 60 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.	Article 3.1.4.1
3(c) Commits to identifying, three (3) year following the Effective Date of the In-Service Support Contract, additional Transactions that bring the cumulative total of Transactions to not less than 100 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.	Article 3.1.4.2
4. Commits to achieve not less than 15 percent of the In-Service Support Contract Price in CCV, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, as Transactions with Small and Medium Sized Businesses, including all options exercised.	Article 3.1.2.3
5. Accepts all of the In-Service Support ITB Terms and Conditions.	All articles and annexes.
6. Has submitted all the following required components of the In-Service Support ITB Proposal:	Annex A

<ul style="list-style-type: none"> • Company business Plan; • ITB management Plan; • Regional development Plan; • Small and medium business development Plan; • Detailed Transaction sheets, accompanied by a summary chart of all of them; and, • This mandatory requirements certificate, duly completed, signed and dated. 	
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IN WITNESS THEREOF THIS MANDATORY REQUIREMENTS CERTIFICATE HAS BEEN SIGNED THIS _____ DAY OF _____ BY A SENIOR COMPANY OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

Annex C – Acquisition ITB rated criteria certificate

The Bidder, _____, declares and certifies that through this ITB Proposal for the Area Detection and Identification System Project that the Bidder makes the following Commitments, in response to the rated criteria outlined in section 7:

Rated Criteria	Bidder Commitment	Maximum Points Available	Acquisition Contract Commitment
Defence Sector			
Commitment	%	40	Article 3.1.2.1
Research and Development			
Commitment	%	35	Article 3.1.2.2
Small and Medium Businesses			
Commitment	%	15	Article 3.1.2.3
International Export Strategy			
Capacity to Export	Compliant Capacity to Export	10	Article 3.1.2.4
	Non-compliant Capacity to Export	0	
Total Points Available		100	

IN WITNESS THEREOF THIS RATED CRITERIA CERTIFICATE HAS BEEN SIGNED
THIS _____ DAY OF _____ BY A SENIOR COMPANY
OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

Annex D –In-Service Support ITB rated criteria certificate

The Bidder, _____, declares and certifies that through this ITB Proposal for the Area Detection and Identification System Project that the Bidder makes the following Commitments, in response to the rated criteria outlined in section 8:

Rated Criteria	Bidder Commitment	Maximum Points Available	In-Service Support Contract Commitment
Defence Sector			
Commitment	%	50	Article 3.1.2.1
Research and Development			
Commitment	%	10	Article 3.1.2.2
Small and Medium Businesses			
Commitment	%	30	Article 3.1.2.3
International Export Strategy			
Capacity to Export	Compliant Capacity to Export	10	Article 3.1.2.4
	Non-compliant Capacity to Export	0	
Total Points Available		100	

IN WITNESS THEREOF THIS RATED CRITERIA CERTIFICATE HAS BEEN SIGNED
THIS _____ DAY OF _____ BY A SENIOR COMPANY
OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

Attachment 2

Bid Evaluation Plan System and Management for the Area Detection and Identification System (ADIS)

Requisition Number: W8476-145109

Prepared by:
PMO CBRN Defence
National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Table of Contents

1	System and Management Bid Requirements	1
1.1.	System and Management Bid	1
1.2	System and management Bid Evaluation Process	1
1.2.1	Evaluation of Mandatory Criteria: – Management.....	1
1.2.2	Evaluation of Point Rated Criteria.....	1
1.2.2.1	Evaluation of Point Rated Criteria – Management	2
1.2.2.2	Evaluation of Point Rated Criteria – System Requirements	3
1.2.2.3	Evaluation of Corporate Environmental Health and Safety Performance (EHS)	3
2.	BIDDER CHECKLIST	5
3.	MANDATORY CRITERIA – MANAGEMENT	6
3.1	Company Profile (Mandatory)	6
3.2	Key Project Personnel Experience	7
4.	POINT RATED CRITERIA – MANAGEMENT	10
4.1	Company Technical Experience (Max 135 points)	11
4.2	Company Personnel Experience (Max Points 50)	16
4.3	Manufacturing Capability (Max Points 15)	20
4.4	Draft Plans (Max 25 Points)	21
5.	POINT RATED CRITERIA – SYSTEM REQUIREMENTS	22
6.	CORPORATE ENVIRONMENTAL HEALTH AND SAFETY PERFORMANCE (EHS)	30

1 System and Management Bid Requirements

1.1. System and Management Bid

This section of the Request for Proposal covers the system and management bid as well as its evaluation methodology.

1.2 System and management Bid Evaluation Process

1.2.1 Evaluation of Mandatory Criteria: – Management

The mandatory evaluation criteria – Management is divided into three categories:

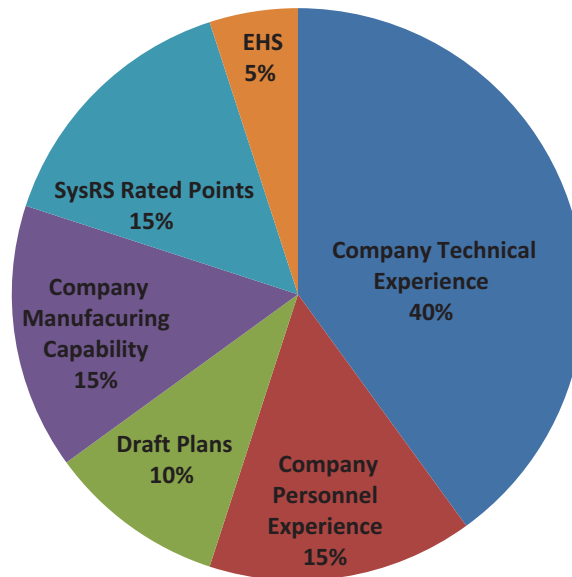
- 1) **Company Profile:** Evaluation of the Bidder's organization and experience;
- 2) **Draft Plans and Documents:** Evaluation of the mandatory draft plans and project documentation required by the Request for Proposal (RFP); and
- 3) **Key Project Personnel Experience :** Evaluation of the education and experience of the key project personnel.

The evaluation of the mandatory criteria – Management is on a pass/fail basis. The Bidder must meet the mandatory requirements indicated in Table 2-1 through summary Table 2-2 to be compliant.

1.2.2 Evaluation of Point Rated Criteria

Only bids meeting all mandatory requirements will be further evaluated for points rated criteria.

Summary of ADIS Points Rated Criteria - Technical



1.2.2.1 Evaluation of Point Rated Criteria – Management

Points will be awarded based on bid content as identified in Table 3-1 through Table 3-4.

The point rated management evaluation criteria (Table 3-1 through Table 3-4) is divided into four (4) categories as outlined below:

- 1) **Evaluation of the Company Technical Experience:** a maximum of 135 points total can be awarded and the bidder score weighed to **40% of the technical score**;
- 2) **Evaluation of the Company Personnel Experience:** a maximum of 50 points total can be awarded and the bidder score weighed to **15% of the technical score**;
- 3) **Evaluation of Bidder's Manufacturing Capability:** a maximum of 15 points total can be awarded and the bidder score weighed to **15% of the technical score**;
- 4) **Evaluation of the Draft Plans and project documentation:** a maximum of 25 points total can be awarded and the bidder score weighed to **10% of the technical score**;

The Bidder should indicate in Table 3-1 through Table 3-4, in the "Bid Reference" column, the location in the bid package where the documentation supporting the bid criteria is located. The information from the documentation provided for the mandatory management criteria will be used by Canada to evaluate the above categories.

Bidders must achieve a minimum pass mark of **158 points** of the total score in the Management portion to be considered compliant.

1.2.2.2 Evaluation of Point Rated Criteria – System Requirements

A maximum of 555 points total can be awarded in this phase and the bidder score weighted to **15% of the technical score**.

Bids must demonstrate compliance with a rated technical evaluation criterion as “Offered” or “Not Offered” in the “Bidder Response” column of Table 4 in order to obtain points for an individual criterion. Rated system evaluation criteria are the desirable requirements extracted from and indicated by the use of the word “should” in the System Requirements (SysRS).

The Bidder should be aware that any point rated criterion identified as offered by the bidder becomes a mandatory technical requirement and will become binding upon contract award.

1.2.2.3 Evaluation of Corporate Environmental Health and Safety Performance (EHS)

EHS submissions will be rated, individually, against the criteria outlined in Table 5 with the indicated weight to a total of 100 points. The bidder score weighted to **5% of the technical score**.

Bidder Worksheet

2. BIDDER CHECKLIST

In this preliminary assessment, the bid package is examined to ensure that requested data is included. The documentation listed in Table 1 has to be provided.

Table 1: Bidder Check-list of Mandatory Documentation

ID	Required Documentation	Included (Yes/ No)	Comments	Bid Reference
1	Company Profile (Ref. Section 3.1).			
2	Draft Project Management Plan (PMP) in accordance with DID PM-101 (Ref. Annex A – Appendix 3).			
3	Draft Master project Schedule/Work Breakdown Structure (MPS/WBS) in accordance with DID PM-102 (Ref. Annex A – Appendix AC).			
4	Draft System Engineering Management Plan (SEMP) in accordance with DID SE301 (Ref. Annex A – Appendix AC).			
6	Draft Integrated Logistics Support (ILS) Plan in accordance with DID IL-501 (Ref. Annex A – Appendix AC).			
7	Preliminary Equipment Breakdown Structure (EBS) in accordance with DID IL-526 (Ref. Annex A – Appendix AC).			
9	Curricula Vitae of key project personnel (Ref. Section 3.2): a. Acquisition Project Manager (PM); b. Lead Engineer or System Engineering Manager; c. Electro optical Specialist; d. Lead Software Engineer; e. ILS Manager;			

ID	Required Documentation	Included (Yes/ No)	Comments	Bid Reference
	<ul style="list-style-type: none"> f. Test Engineer g. In-Service Support (ISS) Manager; and h. Quality Assurance (QA) Manager. 			

3. MANDATORY CRITERIA – MANAGEMENT

Mandatory requirements are evaluated on a PASS/FAIL basis. The Bidder's bid should include sufficient details to demonstrate compliance with the mandatory requirements specified in Table 2 below. Bidders will be assigned a PASS/FAIL.

Table 2: Evaluation of Mandatory Criteria – Management

3.1 Company Profile (Mandatory)				
The Bidder's Company Profile has to outline its experience in the design, production, delivery and product support of electro-optic systems, as well as chemical detection and identification systems, as described below. The Company Profile must demonstrate that the company is capable of delivering and supporting ADIS throughout its lifecycle.				
ID	Criteria	Pass/Fail	Comments	Bid Reference
M1	<p>The Bidder must demonstrate: It has a minimum of seven (7) years of experience within the last twenty (20) years from the date of bid closing in all four (4) of the following:</p> <ul style="list-style-type: none"> a. Design, manufacture and delivery of electro-optic systems; b. Design, manufacture and delivery of chemical detection and identification systems; c. Producing user manuals, technical drawings and training packages; d. In-service support for electro-optic systems, integrated sub-systems and associated ancillary equipment. <p>The Bidder should provide sufficient details to allow Canada to assess the company's experience in the design, development, manufacture, delivery and support of systems as well as the suitability and relevance of the experience claimed.</p>			

ADIS Bid Evaluation Plan

M2	<p>The Bidder must provide a company organizational chart outlining:</p> <ul style="list-style-type: none"> a. The company management structure and position of the project team within the company structure; b. The project management and key project personnel, including their roles and responsibilities within the project. 				
M3	<p>Bidders must have won and successfully completed a contract valued over \$10M.</p> <p>In order to demonstrate compliance, bidders have to provide a synopsis that identify the project name, contract name, a summary of the contract deliverable, , contracting organization, contract dates, contract value, as well as contact details for the contracting organization.</p>				
M4	<p>Bidders must demonstrate that they have previously successfully designed, produced and fielded a product successfully tested IAW Mil-Std-810 and Mil-Std 461.</p> <p>In order to demonstrate compliance, bidders have to provide a copy of test reports (within the last 10 years from the date of bid closing) of at least two products which demonstrate compliance to applicable sections of the standard.</p>				
3.2 Key Project Personnel Experience					
The Bidder must demonstrate that the proposed key project personnel meet the requirements identified below. It is requested that the Curriculum Vitae (CV) of each of the key project personnel listed in below be submitted as part of their Technical and management Bid:					
	ID	Criteria	Pass/Fail	Comments	Bid Reference
M5		<p>The proposed Acquisition Project Manager (PM) (Ref. Annex A, section 5.1) must have a minimum of seven (7) years of experience within the last ten (10) years from the date of bid closing as a project manager on project(s) involving:</p> <ul style="list-style-type: none"> a. Development of systems built to MIL-STD-810 and MIL-STD-461; 			

ADIS Bid Evaluation Plan

	<p>b. Development of electro-optic systems; and</p> <p>c. Management of at least one (1) project worth over \$10M .</p> <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope, cost and the precise role of the PM.</p>			
M6	<p>The proposed System Engineering Manager (SEM) or Lead Engineer (Ref. Annex A, section 5.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as the SEM or Lead Engineer on project(s) involving:</p> <ul style="list-style-type: none"> a. Development of control systems; b. Development of electro-optic systems, subsystems and ancillary equipment; and c. Ruggedizing of systems to meet MIL-STD-810 and MIL-STD-461 environments. <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope and the precise role of the SEM or Lead Engineer.</p>			
M7	<p>The proposed Electro optical Specialist (Ref. Annex A, section 5.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as the Electro optical Specialist on projects involving:</p> <ul style="list-style-type: none"> a. Infra-red electro-optic detection systems; b. Interferometry and spectral analysis; and c. Ruggedized electro-optic systems. <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope and the precise role of the Electro-optics Specialist.</p>			
M8	<p>The proposed Lead Software Engineer (Ref. Annex A, section 5.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as a Software Engineer on projects involving:</p>			

ADIS Bid Evaluation Plan

	<p>a. Development of wireless networked systems;</p> <p>b. Development of specialized analytical software involving multi-spectral detection systems; and</p> <p>c. Software control and Graphical User Interfaces.</p> <p>The CV should provide sufficient details to allow Canada to assess the software development experience and should include for at least two (2) projects: the project title, details of the project, the scope and the precise role of the Lead Software Engineer.</p>			
M9	<p>The proposed ILS Manager (Ref. Annex A, section 7.1.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as an ILS manager or ILS specialist.</p> <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, scope, cost and the precise role of the ILS Manager.</p>			
M10	<p>The proposed Test Engineer (Ref. Annex A, section 5.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as a Test Engineer on projects involving:</p> <p>a. Flow of requirements from system to component levels;</p> <p>b. Producing detailed test plans, descriptions, procedures and reports;</p> <p>c. Test and Evaluation of wired and wireless systems;</p> <p>d. Environmental testing of military systems to MIL-STD-810; and</p> <p>e. Testing of military wired and wireless systems for Electromagnetic Environmental Effects to MIL-STD-461.</p> <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope and the precise role of the Test Engineer.</p>			
M11	<p>The proposed ADIS ISS Manager (Ref. Annex B, ISS SOW section 3.2.1) must have:</p>			

	<p>a. A minimum of five (5) years of ISS experience within the last ten (10) years from the date of bid closing as an ISS Manager providing product support of electro-optic systems, subsystems and ancillary equipment; and</p> <p>b. A minimum of five (5) years in the last ten (10) years from the date of bid closing of ISS experience as an ISS Manager providing repair and overhaul of military systems, spare parts management, technical publication support, and software support;</p> <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope and the precise role of the ISS Manager.</p>			
M12	<p>The proposed Quality Assurance (QA) Manager (Ref. Annex A, section 5.1) must have a minimum of seven (7) years in the last ten (10) years from the date of bid closing as QA Manager on projects involving managing and implementing an ISO 9001 quality management system.</p> <p>The CV should provide sufficient details to allow Canada to assess the listed experience and should include for each project: the project title, details of the project, the scope and the precise role of the QA Manager.</p>			

4. POINT RATED CRITERIA – MANAGEMENT

The total number of Points that can be obtained from this section is determined by adding all the individual point scores for Management Rated Criteria in the table 3-1 through Table 3-4 below. The maximum of **225 Points** will be awarded in the point-rated criteria – management section. A minimum score of **70%** for the Point Rated Criteria – Management, entered in Table 3-5, must be achieved for a bid to be considered compliant and to proceed further in the evaluation process.

In order to demonstrate compliance, the bidder should provide information in sufficient details to allow Canada to evaluate each point-rated criterion

4.1 Company Technical Experience (Max 135 points)

The Bidder should demonstrate that it has the experience necessary to design, test, produce, deliver and support ADIS. For each criterion, the bidder should demonstrate their competency in the design, development, test, manufacture and delivery of electro-optic systems, as well as the relevance and suitability of the experience claimed. Points outlined in Table 3-1 through Table 3-4 will be awarded based on Canada's review of the supporting documentation provided by the Bidder.

Table 3-1: Evaluation of Company Technical Experience

4.1-1 Evaluation of Electro-optic Experience

ID	Criteria	Points	Comments	Bid Reference
PR1	The Bidder demonstrates that it has more than seven (7) and up to ten (10) years of experience in the past twenty (20) years from the date of bid closing in the design, development, manufacture and delivery and support of electro-optic projects.	5		
	The Bidder demonstrates that it has more than ten (10) and up to fifteen (15) years of experience in the past twenty (20) years from the date of bid closing in the design, development, manufacture and delivery and support of electro-optic projects.	10		
	The Bidder demonstrates that it has greater than fifteen (15) years of experience in the past twenty (20) years from date of bid closing in the design, development, manufacture and delivery support of electro-optic projects.	15		
	The Bidder demonstrates that it has twenty (20) years of experience in the past twenty (20) years from date of bid closing in the design, development, manufacture and delivery support of military electro-optic projects.	20		

<u>4.1-2 Evaluation of Electro-optic Test Experience</u>				
ID	Criteria	Points	Comments	Bid Reference
PR2	The Bidder does not have any electro-optic test capability, but has subcontracted electro-optic testing to external facilities.	5		
	The Bidder has its own electro-optic test capability, but subcontracts electro-optic testing to external facilities.	10		
	The Bidder has its own existing electro-optic test capability and conducts all electro-optic testing in-house.	15		
<u>4.1-3 Evaluation of Chemical Detection and Identification Experience</u>				
ID	Criteria	Points	Comments	Bid Reference
PR3	The Bidder should demonstrate that it has more than seven (7) and up to ten (10) years of experience in the past twenty (20) years in the design, development, manufacture and delivery of chemical detection and identification systems.	5		
	The Bidder should demonstrate that it has more than ten (10) and up to fifteen (15) years of experience in the past twenty (20) years in the design, development, manufacture and delivery of chemical detection and identification systems.	10		
	The Bidder should demonstrate that it has greater than fifteen (15) years of experience in the past twenty (20) years in the design, development, manufacture and delivery of chemical detection and identification systems.	15		

<u>4.1-4 Evaluation of System Integration Experience</u>					
ID	Criteria	Points	Comments	Bid Reference	
PR4	The Bidder should provide evidence of at least one (1) successfully completed project demonstrating electronic system integration experience.	5			
	The Bidder should provide evidence of at least three (3) successfully completed projects demonstrating electronic system integration experience, with at least one of the projects involving wireless networks.	10			
	The Bidder should provide evidence of at least three (5) successfully completed projects demonstrating electronic system integration experience, with at least one of the projects involving wireless networks.	20			
<u>4.1-5 Evaluation of Software Development Experience</u>					
ID	Criteria	Points	Comments	Bid Reference	
PR5	The Bidder should provide evidence of at least three (3) successfully completed software projects demonstrating all of the following experience: a. Developing GUI and software to control system operation; and b. Integrating developed in-house specialized software with operating systems.	5			
	The Bidder should provide evidence of at least five (5) successfully completed software projects demonstrating all of the following experience: a. Developing GUI and software to control system operation; and	10			

	b. Integrating developed in-house specialized software with operating systems.			
	The Bidder should provide evidence of at least six (6) successfully completed software projects demonstrating all of the following experience:	15		
	<ul style="list-style-type: none"> a. Developing GUI and software to control system operation; and b. Integrating developed in-house specialized software with operating systems. 			
4.1-6 Evaluation of Equipment Ruggedization Experience				
ID	Criteria	Points	Comments	Bid Reference
PR6	The Bidder should provide evidence of having previously successfully designed, produced and fielded two (2) products successfully tested IAW Mil-Std-810 and Mil-Std 461.	5		
	The Bidder should provide evidence of having previously successfully designed, produced and fielded at least three (3) products successfully tested IAW Mil-Std-810 and Mil-Std 461.	10		
4.1-7 Evaluation of Environmental Test Facilities				
ID	Criteria	Points	Comments	Bid Reference
PR7	The Bidder should provide evidence of at least one (1) project demonstrating that it subcontracts environmental testing to external facilities.	5		
	The Bidder should provide evidence of at least one (1) project demonstrating that it has its own existing environmental test facilities and has the capability to conduct environmental testing in-house.	10		

4.1-8 Evaluation of EMI/EMC Test Facilities				
ID	Criteria	Points	Comments	Bid Reference
PR8	The Bidder should provide evidence of at least one (1) project demonstrating that it subcontracts its EMI/EMC testing to external facilities.	5		
	The Bidder should provide evidence of at least one (1) project demonstrating that it has EMI/EMC test facilities and has the capability to conduct EMI/EMC testing in-house.	10		
4.1-9 Evaluation of ISS Experience				
ID	Criteria	Points	Comments	Bid Reference
PR9	The Bidder should demonstrate that it has more than seven (7) and up to ten (10) years of experience in the past twenty (20) years from the date of bid closing conducting ISS for electro-optic systems, sub-systems and ancillary equipment.	5		
	The Bidder should demonstrate that it has more than ten (10) and up to fifteen (15) years of experience in the past twenty (20) years from the date of bid closing conducting ISS for electro-optic systems, sub-systems and ancillary equipment for projects.	10		
	The Bidder should demonstrate that it has more than fifteen (15) years of experience in the past twenty (20) years from the date of bid closing conducting ISS for electro-optic systems, sub-systems and ancillary equipment for projects.	15		
	The Bidder should demonstrate that it has more than fifteen (15) years of experience in the past twenty (20) years from the date of bid closing conducting ISS for electro-optic systems, sub-systems and ancillary equipment for military projects.	20		

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4.2 Company Personnel Experience (Max Points 50)

The Bidder should provide a list of organizational roles and responsibilities and name an Acquisition Project Manager as the single point of contact for the Acquisition Contract. The Bidder should also name an ISS Manager to act as a single point of contact during the ISS Contract. Project management means all activities including, but not limited to, maintaining project definition and scope, team leadership, scheduling and sequencing, resource planning, risk mitigation and progress reporting.

In-Service Support (ISS) means all activities including, but not limited to, engineering services (such as technical investigations and studies), maintenance, repair & overhaul, test, upgrade, logistics and parts supply, documentation, training and related management functions (e.g. configuration management), necessary to maintain a product throughout its service life.

Points outlined below will be assigned based on Canada's review of the supporting documentation.

Table 3-2: Evaluation of Company Personnel Experience

4.2-1 Evaluation of Acquisition Project Manager's Experience

ID	Criteria	Points	Comments	Bid Reference
PR10	<p>The Bidder should demonstrate that the proposed Acquisition Project Manager has more than seven (7) and up to ten (10) years of experience within the last twenty (20) years from the date of bid closing as a project manager on projects for:</p> <ul style="list-style-type: none">a. Development of systems meeting MIL-STD-810 and MIL-STD-461; andb. Development of electro-optic systems, subsystems and ancillary equipment.	5		

	<p>The Bidder should demonstrate that the proposed Acquisition Project Manager has more than ten (10) and up to fifteen (15) years of experience within the last twenty (20) years from the date of bid closing as a project manager on projects for:</p> <p>a. Development of systems meeting MIL-STD-810 and MIL-STD-461; and</p> <p>b. Development of electro-optic systems, subsystems and ancillary equipment.</p>	10		
	<p>The Bidder should demonstrate that the proposed Acquisition Project Manager has more than fifteen (15) years of experience within the last twenty (20) years from the date of bid closing as a project manager on projects for:</p> <p>a. Development of systems meeting MIL-STD-810 and MIL-STD-461; and</p> <p>b. Development of electro-optic systems, subsystems and ancillary equipment.</p>	15		
4.2-2: Evaluation of ISS Manager's Experience				
ID	Criteria	Points	Comments	Bid Reference
PR11	<p>The Bidder should demonstrate that the proposed ISS Manager has:</p> <p>a. More than five (5) and up to ten (10) years of ISS experience within the last ten (10) years from the date of bid closing as an ISS Manager providing product support of electro-optic systems, subsystems and ancillary equipment; and</p> <p>b. More than five (5) years in the last ten (10) years from the date of bid closing of ISS experience as an ISS Manager providing repair and overhaul of military systems, spare parts management, technical publication support, and software support.</p>	5		

	<p>The Bidder should demonstrate that the proposed ISS Manager has:</p> <p>a. More than ten (10) and up to fifteen (15) years of ISS experience within the last twenty (20) years from the date of bid closing as a manager providing product support of electro-optic systems, subsystems and ancillary equipment; and</p> <p>b. More than ten (10) and up to fifteen (15) years in the last twenty (20) years from the date of bid closing of ISS experience as a project manager providing repair and overhaul of military systems, spare parts management, technical publication support, and software support.</p>	10		
	<p>The Bidder should demonstrate that the proposed ISS Manager has:</p> <p>a. Greater than fifteen (15) years of ISS experience within the last twenty (20) years from the date of bid closing as a manager providing product support of electro-optic systems, subsystems and ancillary equipment; and</p> <p>b. Greater than fifteen (15) years in the last twenty (20) years from the date of bid closing of ISS experience as a project manager providing repair and overhaul of military systems, spare parts management, technical publication support, and software support.</p>	15		
4.2-3 Evaluation of Engineering Personnel				
ID	Criteria	Points	Comments	Bid Reference
PR12	The Bidder should demonstrate that the proposed engineering staff includes one (1) professional engineer who is a member in good standing of a professional engineering association.	5		
	The Bidder should demonstrate that the proposed engineering staff includes at least one (1) professional engineer in each of the following disciplines:	10		

ADIS Bid Evaluation Plan

	<p>a. Mechanical Engineering; b. Electrical Engineering; and c. Software Engineering</p> <p>who are members in good standing of an engineering association.</p>			
	<p>The Bidder should demonstrate that the proposed engineering staff includes at least one (1) professional engineer in each of the following disciplines:</p> <p>a. Mechanical Engineering; b. Electrical Engineering; and c. Software Engineering</p> <p>who are members in good standing of a professional engineering association; and including at least one (1) specialist in electro-optic systems.</p>	15		
	<p>The Bidder should demonstrate that the proposed engineering staff includes at least one (1) professional engineer in each of the following disciplines:</p> <p>a. Mechanical Engineering; b. Electrical Engineering; and c. Software Engineering</p> <p>who are members in good standing of a professional engineering association; and includes at least one (1) specialist in electro-optic systems and at least one (1) specialist in chemical detection and identification systems.</p>	20		

4.3 Manufacturing Capability (Max Points 15)

The Bidder should outline their manufacturing capability from prototyping, testing and engineering design to manufacturing. The Bidder should describe the process of how each production operation is conducted and how production quality control is implemented.

Points outlined below will be awarded based on Canada's review of the supporting documentation 1.

Table 3-3: Evaluation of Manufacturing Capability

ID	Criteria	Points	Comments	Bid Reference
PR13	The Bidder has its own existing manufacturing facility that has been used in the last 10 years, from the bid closing date, for the manufacture of electro-optic systems.	5		
	The Bidder: <ul style="list-style-type: none"> a. Has its own existing manufacturing facility that has been used within the last 10 years for the manufacture of electro-optic systems; and b. Employs computer aided design/manufacturing (CAD/CAM) processes with trained manufacturing personnel. 	10		
	The Bidder: <ul style="list-style-type: none"> a. Has its own existing manufacturing facility that has been used within the last 10 years from the date of bid closing for the manufacture of electro-optic systems; and b. Employs computer aided design/manufacturing (CAD/CAM) processes with trained manufacturing personnel; and c. Employs documented quality control processes that monitor, measure and continually improve production parameters on an on-going basis to ensure the quality of its manufactured products. 	15		

4.4 Draft Plans (Max 25 Points)

The draft plans listed in Table 3-4 will be rated according to the scoring system below. The evaluators will rate the bidder's submissions based on the extent to which it addresses all elements of the relevant DID and will be assigned a score out of 25 points.

Excellent - 5 points: Thorough, complete, presented in a logical and organized manner with clear details, establishing proven and sound approaches, functions, processes, methods, tools and techniques, that indicates an exceptionally high probability of fully delivering the capability in an effective manner.

Good - 4 points: Complete, well presented and clear details provided, addressing all of the required elements, and with adequate approaches, functions, processes, methods, tools and techniques, indicating a high probability of fully delivering the capability in an effective manner.

Acceptable - 3 points: The details provided in addressing the majority of the required elements are clear and complete, with only a few of the required elements not addressed to an acceptable level of detail, and with the majority of the approaches, functions, processes, methods, tools and techniques considered adequate, indicating only an acceptable probability of delivering the capability.

Marginal - 2 points: The information provided does not address the majority of the required elements to an acceptable level of detail, and only a few of the approaches, functions, processes, methods, tools and techniques are considered adequate, indicating a low probability of delivering the capability.

Weak - 1 point: The information provided, or lack thereof, does not address at all the majority of the required elements, and the approaches, functions, processes, methods, tools and techniques are considered inadequate, indicating a very low probability of delivering the capability.

Unacceptable – 0 points: The information provided does not address any of the required elements to an acceptable level of detail, and none of the approaches, functions, processes, methods, tools and techniques is considered adequate.

Table 3-4: Evaluation of Draft Plans

ID	Criteria	Points	Comments	Bid Reference
PR14	The proposed System Engineering Management Plan (SEMP) is in accordance with DID SE-301.			
PR15	The proposed Project Management Plan (PMP) is in accordance with DID PM-101.			

ADIS Bid Evaluation Plan

PR16	The proposed Master project Schedule (MPS) is in accordance with DID PM-102.			
PR17	The proposed Integrated Logistics Support (ILS) Plan is in accordance with DID ILS-501.			
PR18	The proposed Equipment Breakdown Structure (EBS) is in accordance with DID SE-309.			

5. POINT RATED CRITERIA – SYSTEM REQUIREMENTS

The Bidder should indicate in the “Bidder Response” column in Table 4 whether they have “Offered” or do “Not Offered” the desirable requirements from the ADIS SysRS, Appendix AA to Annex A. If a requirement is offered, the Bidder is required to provide a technical or scientific approach for DND to evaluate. The technical or scientific approach should provide details/ evidence highlighting past projects and expertise including but not limited to analysis, sample outputs, excerpts from product manuals, complete specification data, studies, drawings, diagrams, test reports, and certification. DND will then assign a score based on the comprehensiveness, depth, thoroughness, validity, and feasibility of the technical or scientific approach offered. The technical or scientific approach should be referenced within the Bid Package for each rated requirement offered. If the “Location of Design Approach in Bid Package” box is left blank, then the Bidder receives 0 points.

Table 4: Evaluation of Point Rated Technical Criteria from the ADIS SysRS

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
	3 Requirements	Title				
	3.2.1.1 Range, Temperature and Probability of Detection	Title				
1	ADIS should detect and identify a 50 m CWA gas cloud at a distance of 5 kilometer with an unobstructed line of sight and a temperature contrast between the cloud and the background (or background and cloud) from 0.5 to 2 Kelvin with a probability of 90% per cent or greater with 95% confidence.	Rated	20			
2	ADIS should detect and identify a 50 m CWA gas cloud at a distance of 7 kilometer with an unobstructed line of sight and a temperature contrast between the cloud and the background (or background and cloud) from 0.5 to 2 Kelvin with a probability of 80% per cent or greater with 95% confidence.	Rated	20			
3	ADIS should detect and identify a 15 m chemical gas cloud at 5 km with an unobstructed line of sight.	Rated	10			
	3.2.1.2 Chemical State	Title				
4	ADIS should detect and identify chemicals in the form of fine solid aerosols.	Rated	5			
	3.2.1.3 Cloud Boundaries	Title				
5	ADIS should be able to determine the chemical cloud's left-side and right-side boundaries.	Rated	10			
	3.2.1.5 Response Time	Title				

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
6	ADIS should detect and identify chemical substances within a 60° sector in less than 1 minute after the 50 m cloud first enters ADIS FOV.	Rated	10			
	3.2.2.1 Optical Head	Title				
7	The OH NESR (for the detector and the complete system ray tracing) should be less than 4×10^{-9} W/(cm ² -sr-cm ⁻¹) for in the spectral region from 800 to 1300 cm ⁻¹ for a single scan spectrum recorded in 1/80 sec at a spectral resolution of 16 cm ⁻¹ .	Rated	20			
	3.2.2.2 Camera	Title				
8	The camera should be integrated inside the OH.	Rated	5			
	3.2.2.4 Double-Input-Beam Interferometer	Title				
9	The relative imbalance of the Double-Input-Beam Interferometer should not exceed a maximum of 2%.	Rated	20			
	3.2.2.6 Calibration Module	Title				
10	ADIS should use two black body calibration sources located at the front of the OH to automatically calibrate the spectral signal.	Rated	5			
	3.2.2.7 GPS	Title				
11	The GPS antenna should reside atop the OH.	Rated	5			
	3.2.2.8 Compass	Title				
12	The compass should be integrated with the GPS.	Rated	5			

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
	3.2.4.2 Communication	Title				
13	The Processing Hub (PH) should automatically provide audio and visual alarms messages warning to the console(s) within 1 second of the detection of a threat by any of the networked OH(s).	Rated	10			
14	The Processing Hub (PH) should automatically provide messages to the console within 1 second of the malfunction(s) of any ADIS subsystem or component.	Rated	10			
	3.2.5.2.2 External Battery Pack	Title				
15	A single External Battery Pack should provide power for ADIS to operate continuously for twenty-four (24) hours at 20° C +/- 5°C on a single charge.	Rated	5			
	3.2.5.3 Battery Charger	Title				
16	The Battery Charger should accept and use 12-36V DC.	Rated	5			
	3.2.5.4 External Power	Title				
17	ADIS should operate using input power with a voltage of 12-36V DC.	Rated	5			
18	ADIS should have a built-in recharging capability to allow the External Battery Pack to recharge when connected to an external power source.	Rated	5			
	3.2.6 Console Subsystem	Title				
19	The Console should operate continuously on battery power for a minimum of eight (8) hours at 20 °C and on a single charge.	Rated	5			

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
	3.2.7.1 Transit Cases	Title				
20	The transit cases should be the same size.	Rated	10			
	3.2.8.1 Tripod Mounting	Title				
21	The SSM and OH should be centered on the vertical axis of the tripod.	Rated	10			
	3.2.9.2 Single ADIS Start-up Time	Title				
22	Start-up time should be less than 10 minutes at 24°C	Rated	10			
23	Start-up time should be less than 15 minutes at - 20°C.	Rated	10			
	3.2.9.3 Network Set-up Time	Title				
24	Six networked ADIS sensors and a console should be set up and ready to operate within thirty (30) minutes under ideal conditions by two personnel wearing full fighting gear.	Rated	10			
	3.2.11.2 Communications to ADIS Console	Title				
25	ADIS should be remotely controlled wirelessly by a Console located up to 3 km from the PH through Ethernet radio.	Rated	20			
	3.2.11.3 Communications Protocols	Title				
26	ADIS wireless communications should operate within internationally approved frequencies.	Rated	10			
	3.3.3.3 Steady State (Searching)	Title				
29	The Console should allow the operator to define exclusion zones (in azimuth) within which all D&I are inhibited.	Rated	5			

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
	3.3.3.4 Alarm Events	Title				
30	The Console should display the numerical coordinates of the left and right boundaries (azimuth) of the detected chemical cloud on the map.	Rated	5			
32	The Console should maintain the graphical display of the chemical cloud boundaries on the map as long as the cloud persists even if audio and visual alarms have been manually cancelled.	Rated	5			
	3.3.3.7 Advanced User Interface Features	Title				
33	The advanced user interface features should include the capacity of saving the results of the identification calculation which includes all the eleven variable parameters settings used to estimate the best fit of the gas and also the estimated concentration and standard deviation of concentration determined for each gas tested. The presence of gas indicator should also be saved in the same file.	Rated	5			
	3.3.4 Library Management	Title				
34	The LMT should be designed to quickly and easily allow DRDC personnel to upgrade the configuration, background and threat files via the Console. The configuration, background, and threat files will be present on both the Console and the PH.	Rated	10			
	3.4.1 ADIS Construction	Title				
35	ADIS design should adhere to the design guidelines of MIL-HDBK-454B.	Rated	20			

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
36	ADIS should be constructed of modular, field replaceable components allowing for maintenance by exchange or repair by replacement, without modification or adjustment.	Rated	20			
	3.4.2 Weight	Title				
37	ADIS, in its transit configuration, should not exceed 160 kg.	Rated	20			
38	No single ADIS component (excluding transit case) should weigh more than 26 kilograms.	Rated	20			
	3.4.3 Dimensions	Title				
39	ADIS, in transit configuration, should be transportable using one DND utility transport vehicle (UTV) (MRZR4, cargo hold dimensions 83.8 cm x 114.3 cm x 50.8 cm) without modification to the vehicle.	Rated	20			
	3.4.4.2 Acoustic Signature	Title				
41	The ADIS noise level, except alarms, should be non-detectable at a distance of 10 metres in accordance with MIL-STD-1474D, Table 2-1.	Rated	20			
	3.5.1 Security	Title				
42	ADIS wireless communications should use commercial off-the-shelf data encryption.	Rated	10			
	3.5.3 Environment, Health and Safety	Title				
43	ADIS should use a minimum number of consumables.	Rated	10			
	3.7.1 Reliability	Title				

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
44	ADIS should have more than 2,500 hours MTBF at an ambient temperature of 23°C ± 5°C, in accordance with MIL-HDBK-217F (1991-12-02) and notice 2 (1995-02-28), parts stress method, and assuming a "Ground Fixed" profile.	Rated	10			
	3.7.2.2 Preventive Maintenance	Title				
45	ADIS should not require preventative maintenance more than once in any 72-hour period except for cleaning the optical lens in dusty conditions and the charging or replacement of batteries.	Rated	10			
	3.8.2 Temperature - Operation	Title				
46	ADIS should operate during exposure to low temperature extremes in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure II, at constant temperature of -32°C.	Rated	20			
	3.8.3 Temperature - Storage	Title				
47	ADIS should operate following low temperature storage in its transit cases in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure I, constant temperature of -51°C.	Rated	20			
	3.8.13 Shock	Title				

ADIS Bid Evaluation Plan

ID	Criteria	Essentiality	Points	Bidder Response (Offered/Not Offered)	Score	Location of Design Approach in Bid Package
48	The ADIS components, while outside of their transit cases, should operate following transit drop shock from a height of 1 meter accordance with MIL-STD-810G (w/change 1) 516.7 procedure IV.	Rated	20			
	3.8.14 Vibration	Title				
49	ADIS should operate and not be damaged while exposed to military pattern vehicle transportation in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure I, Category 20 - Ground Vehicles (Tracked - 2.4 minutes per km).	Rated	20			
	3.8.16 Contamination by Fluids	Title				
50	The sensor lenses should be resistant to decontamination agents used by the CF and its NATO allies.	Rated	20			
	3.9.2 Labelling and Marking	Title				
51	Safety warnings should be pictorial.	Rated	5			
Total Score for Point Rated Technical SysRS Criteria:						

6. CORPORATE ENVIRONMENTAL HEALTH AND SAFETY PERFORMANCE (EHS)

Positive organizational environmental health and safety records are hallmarks of productive and safe companies. EHS submissions will be rated, individually, against the following

Table 5 Evaluation of Environmental Health and Safety (EHS):

ID	Criteria	Max Points	Comments	Bid Reference
EHS1	Regulatory Compliance History – Environmental The Bidder has not been charged or convicted with an offence under Environmental laws in any jurisdiction in the last 3 years (calculated from the date of bid submission)? Yes – 20 points No/No response provided – 0 points	20		
EHS2	Regulatory Compliance History – Occupational Health and Safety The Bidder has not been charged or convicted with an offence under Occupational Health and Safety (OHS) laws in any jurisdiction in the last 3 years (calculated from the date of bid closing)? Yes – 20 points No/No response provided – 0 points	20		
EHS3	Environmental Management System (EMS) Does the Bidder EMS have an ISO 14001 certification received within the last 3 years from the date of bid closing?	30		

	<p>If Yes, a copy of the ISO 14001 certificate obtained within the last 3 years by an accredited body is to be submitted with this survey to receive the maximum number of 30 points.</p> <p>If No, please answer the questions below (for a maximum total number of 20 points):</p> <p>a) Does your organization have an environmental policy?</p> <p>If Yes, a copy of the policy is to be submitted with this survey. Submitted policy is assessed to the following requirements:</p> <p>The policy must:</p> <ul style="list-style-type: none"> • Be signed by top management. – 0.5 points <p>Include a statement of commitment for:</p> <ul style="list-style-type: none"> • Compliance with applicable laws and regulations – 0.5 points • Continual improvement of environmental performance – 0.5 points • Pollution prevention – 0.5 points <p>If No/Blank/Environmental Policy not provided– 0 points.</p> <p>Total number of points for question 3. a) is 2.0 points</p> <p>b) Provide a copy of the list identifying the significant environmental aspects of the activities, products and services of your organization.</p> <p>List provided – 3.0 points</p> <p>List not provided– 0 points</p> <p>c) Provide a copy of the list of legal requirements that apply to the significant environmental aspects identified in question 3. b).</p> <p>List provided – 3.0 points</p> <p>List not provided – 0 points</p>		
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ADIS Bid Evaluation Plan

	<p>d) Provide a copy of a report (produced within the last 3 years from the date of bid closing) that evaluates the compliance of the activities, products and services of your organization with relevant environmental legislation and regulations. Report provided – 3.0 points Report not provided – 0 points</p> <p>e) Provide a copy of the list of environmental objectives and targets which are consistent with the environmental policy of your organization. List provided – 3.0 points List not provided – 0 points</p> <p>f) Has your organization established, implemented and maintained an environmental program that describes how to achieve its objectives and targets? Yes- 1.0 point No/Response not provided – 0 points</p> <p>g) Has your organization's management team ensured the availability of training resources required for an effective environmental management program? Yes – 1.0 point No/Response not provided – 0 points</p> <p>h) Provide a copy of your Emergency preparedness and Response Plan. Plan provided – 3.0 points Plan not provided – 0 points</p> <p>i) Has your organization developed preventive and protective measures, such as the use of engineering controls, to mitigate environmental risks?</p>			
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	<p>Yes – 1.0 point</p> <p>No/No response provided – 0 points</p>			
EHS4	<p>Occupational Health and Safety Management System (OHSMS)</p> <p>Does the Bidder organization have an Occupational Health and Safety Management System certified OSHAS 18001 or Z1000-06 CSA?</p> <p>If Yes, a copy of the OSHAS 18001 or Z1000-06 CSA certificate obtained within the last 3 years by an accredited body should be submitted to receive the maximum number of 30 points.</p> <p>If No, please answer the following questions (for a maximum total number of 20 points):</p> <p>a) Does your organization have an OHS policy?</p> <p>If Yes, a copy of the formal OHS policy should be submitted. Submitted policy is assessed to the following requirements:</p> <p>The policy must be:</p> <ul style="list-style-type: none"> signed by the authorized Bidder's representative. – 1.0 point <p>Include a statement of commitment for:</p> <ul style="list-style-type: none"> compliance with applicable laws and regulations – 1.0 point to prevent injury and ill health – 1.0 point to continual improvement in OHS management – 1.0 point <p>If No/Blank/ Policy not provided– 0 points.</p> <p>Total number of points for question 4. a) Is 4.0 points.</p>	30		

	<p>b) Has your organization developed preventive and protective measures, such as use of personal protective equipment (PPE), to mitigate the OHS risks?</p> <p>Yes – 2.0 points</p> <p>No/No response – 0 points</p> <p>c) Does your organization have a hazardous material inventory system in place?</p> <p>Yes – 2.0 points</p> <p>No/No response – 0 points</p> <p>d) Does your organization have a hazardous materials management program in place for their receipt, storage, use and disposal of hazardous materials?</p> <p>If Yes a copy of the Hazardous Materials Management Program is to be submitted with this survey and will be evaluated based on the criteria below.</p> <p>The Hazardous Materials Management Program must contain information on the:</p> <ul style="list-style-type: none"> • Receipt – 2.0 points • Storage – 2.0 points • Use – 2.0 points • Disposal – 2.0 points <p>If No/Blank/Plan not provided– 0 points.</p> <p>Total number of points for this question is 8.0 pts.</p> <p>e) Are the Bidder's employees currently trained on the identification, classification and regulatory requirements pertaining to the safe use of hazardous materials/controlled products including labelling and Material Safety Data Sheets (MSDSs)</p> <p>Yes and copy of training resource provided 4.0 points</p>		
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ADIS Bid Evaluation Plan

	Yes, but no copy of training resource provided – 2.0 points		
	No – 0 points		

**AREA DETECTION AND IDENTIFICATION SYSTEM
(ADIS) PROJECT**

ATTACHMENT 3

**Industrial and Technological Benefits (ITB) and Value
Proposition Evaluation Plan**

TABLE OF CONTENTS

1	INTRODUCTION
2	ACQUISITION CONTRACT ITB MANDATORY REQUIREMENTS
3	IN-SERVICE SUPPORT ITB MANDATORY REQUIREMENTS
4	ITB MINIMUM ASSESSMENT VALUES
5	ACQUISITION CONTRACT ITB RATED EVALUATION
6	IN-SERVICE SUPPORT CONTRACT ITB RATED EVALUATION
7	TOTAL VALUE PROPOSITION EVALUATION SCORE
8	PROCESS

1. INTRODUCTION

- 1.1. The purpose of the Industrial and Technological Benefits (ITB) Evaluation Plan (ITB Evaluation Plan) is to describe the methodology that will be used to evaluate both the Acquisition and In-Service Support ITB Proposals submitted by the Bidder.
- 1.2. The Bidder must submit one Bid which must contain separate and responsive ITB Proposals for both the Acquisition and In-Service Support Contracts at bid closing.
- 1.3. The Acquisition ITB Proposal will be deemed responsive by the ITB Authority if it:
 - 1.3.1. Meets the Acquisition Contract ITB mandatory requirements outlined in Section 2; and,
 - 1.3.2. Meets the ITB minimum assessment values outlined in Section 4.
- 1.4. The In-Service Support ITB Proposal will be deemed responsive by the ITB Authority if it:
 - 1.4.1. Meets the In-Service Support ITB Contract mandatory requirements outlined in Section 3; and
 - 1.4.2. Meets the ITB minimum assessment values outlined in Section 4.
- 1.5. All responsive bids will then be evaluated based on rated criteria, as outlined in Section 5 for the Acquisition ITB Proposal and Section 6 for the In-Service Support ITB Proposal.
- 1.6. The results of the evaluation will be conveyed to the Contracting Authority. The results will then be integrated into the overall bid evaluation results, as outlined in section 4.6.2 of the Area Detection and Identification System (ADIS) project's (the Project) evaluation plan.
- 1.7. The Bidder is strongly encouraged to closely review the entire ITB Bidder Instructions document.
- 1.8. Defined terms not otherwise defined in this document have the meaning given to them in the ITB Terms and Conditions and the Request for Proposal, includes annexes, to which this ITB Evaluation Plan is attached.

2. ACQUISITION CONTRACT ITB MANDATORY REQUIREMENTS

2.1. The chart below details each Acquisition Contract ITB mandatory requirement and how the ITB Authority will assess whether it has been met. The Acquisition ITB Proposal will be assessed as responsive or not responsive. To be considered responsive, all mandatory requirements must be met.

Table 2-1, ADIS Acquisition Mandatory Requirements Evaluation Chart

Acquisition Contract ITB Mandatory Requirement	Method to Confirm
2.1.1 Commits to achieve not less than 100 percent of the Acquisition Contract Price in CCV as Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.
2.1.2 Commits to achieve not less than 75 percent of the Acquisition Contract Price in CCV as Direct Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted
2.1.3 Identifies its Acquisition Bid Price (not including taxes and rounded to the nearest dollar and excluding options)	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted, with Bid Price provided.
2.1.4. Identifies Transactions equal in total to not less than 30 percent of its Acquisition Bid Price, measured in CCV.	CCV value of each Transaction in the Acquisition ITB Proposal is totalled, and then compared against the Acquisition Bid Price. Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.
2.1.5 Commits to identifying, one (1) year following the Effective Date of the Acquisition Contract, additional Transactions that bring the cumulative total of Transactions to not less than 60 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.
2.1.6 Commits to identifying, three (3) year following the Effective Date of the Acquisition Contract, additional Transactions that bring the cumulative total of Transactions to not less than 100 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.

2.1.7 Commits to achieve not less than 15 percent of the Acquisition Contract Price in CCV, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, as Transactions with SMB, including all options exercised.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.
2.1.8 Accepts all of the Acquisition ITB Terms and Conditions.	Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.
2.1.9 Submitted all the following required components of the Acquisition ITB Proposal: <ul style="list-style-type: none"> • Company business Plan; • ITB management Plan; • Regional development Plan; • Small and medium business development Plan; • Export target market overview; • Detailed Transaction sheets, accompanied by a summary chart of all of them; and, • Acquisition mandatory requirements certificate, duly completed, signed and dated. 	Each required component in the Acquisition ITB Proposal and the Acquisition Contract ITB mandatory requirements certificate is duly signed and submitted.

3. IN-SERVICE SUPPORT CONTRACT MANDATORY REQUIREMENTS

3.1. The chart below details each In-Service Support Contract mandatory requirement and how the ITB Authority will assess whether it has been met. The In-Service Support ITB Proposal will be assessed as responsive or not responsive. To be considered responsive, all mandatory requirements must be met.

Table 3-1, ADIS In-Service Support Mandatory Requirements Evaluation Chart

In-Service Support Contract ITB Mandatory Requirement	Method to Confirm
3.1.1 Commits to achieve not less than 100 percent of the In-Service Support Contract Price in CCV as Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted.
3.1.2 Commits to achieve not less than 75 percent of the In-Service Support Contract Price in CCV as Direct Transactions, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, including all options exercised.	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted

3.1.3 Identifies its In-Service Support Bid Price (not including taxes and rounded to the nearest dollar and excluding options)	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted, with Bid Price provided.
3.1.4 Identifies Transactions equal in total to not less than 30 percent of its In-Service Support Bid Price, measured in CCV.	CCV value of each Transaction in the ADIS In-Service Support ITB Proposal is totalled, and then compared against the In-Service Support Bid Price. In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted.
3.1.5 Commits to identifying, one (1) year following the Effective Date of the In-Service Support Contract, additional Transactions that bring the cumulative total of Transactions to not less than 60 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.	In-Service Support Contract IRB mandatory requirements certificate is duly signed and submitted.
3.1.6 Commits to identifying, three (3) year following the Effective Date of the In-Service Support Contract, additional Transactions that bring the cumulative total of Transactions to not less than 100 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted.
3.1.7 Commits to achieve not less than 15 percent of the In-Service Support Contract Price in CCV, or the total value of all Commitments in the Contractor's Proposal, whichever is higher, as Transactions with SMB, including all options exercised.	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted.
3.1.8 Accepts all of the In-Service Support ITB Terms and Conditions.	In-Service Support Contract ITB mandatory requirements certificate is duly signed and submitted.
3.1.9 Has submitted all the following required components of the In-Service Support ITB Proposal: <ul style="list-style-type: none"> • Company business Plan; • ITB management Plan; • Regional development Plan; • Small and medium business development Plan; • Detailed Transaction sheets, accompanied by a summary chart of all of them; and, • In-Service Support mandatory requirements certificate, duly completed, signed and dated. 	Each required component in the ADIS In-Service Support ITB Proposal and the In-Service Support Contract Mandatory requirements certificate is duly signed and submitted.

4. ITB MINIMUM ASSESSMENT VALUES

- 4.1. The Plans specified in mandatory criteria of Section 2.1.9 and 3.1.9 of the ITB Evaluation Plan will be evaluated to determine if they meet the ITB minimum assessment values below.
- 4.1.1. The Bidder's eight Plans, four under the Acquisition Contract ITB mandatory requirements and four under the In-Service Support Contract ITB mandatory requirements, will be evaluated to confirm that they are present in the Proposals.
- 4.1.2. The plans are then assessed for quality and for risk, using the assessments in Tables 4-1 and 4-2 of the ITB Evaluation Plan.
- 4.1.3. This assessment does not include the target market overview which will be assessed on the criteria outlined in Section 4.2 of the ITB Evaluation Plan.
- 4.1.4. Quality and risk assessment.
- 4.1.4.1. The quality of the plans will be evaluated for the thoroughness and completeness based on the requested components outlined in Section 6 of the ITB Bidder Instructions, the level of detail in the component, as well as, how well the content of the plan meets the ITB Objectives outlined in Section 2 of the ITB Bidder Instructions.
- 4.1.4.2. Risk will be evaluated according to Bidders response to the risk areas outlined in Section 6.3 of the ITB Bidder Instructions and the level of details provided.
- 4.1.5. Quality and Risk will be assessed on a scale of one (1) to four (4), using the values below in Table 4-1 and Table 4-2, respectively.
- 4.1.6. The Quality and Risk assessments agreed to by evaluators will be multiplied together and the sums added together to determine the final Plans assessment value for the ITB Proposals.
- 4.1.7. The Bidder must achieve or exceed a final Plans assessment value of thirty-two (32) out of a possible sixty-four (64).

Table 4 - 1, Plan Quality Assessment

VALUE	PLAN – QUALITY ASSESSMENTS
4	SUPERIOR Plan contains detailed responses to four or more of the requested items in Section 6.4 to 6.7, both inclusive, as applicable, of the ITB Bidder Instructions. The Plan demonstrates that many of Canada's ITB Objectives will be met.
3	GOOD Plan contains detailed responses to three of the requested items in Section 6.4 to 6.7, both inclusive, as applicable, of the ITB Bidder Instructions. The Plan demonstrates that several of Canada's ITB Objectives will be met.
2	POOR Plan contains detailed responses to two of the requested items in Section 6.4 to 6.7, both inclusive, as applicable, of the ITB Bidder Instructions. The Plan demonstrates that some of Canada's ITB Objectives will be met.
1	VERY WEAK Plan contains detailed response to one or less of the requested items in the Section 6.4 to 6.7, both inclusive, as applicable, of the ITB Bidder Instructions. The Plan does not demonstrate that Canada's ITB Objectives will be met.

Table 4 - 2, Plan Risk Assessments

VALUE	PLAN - RISK ASSESSMENTS
4	SUPERIOR Plan contains a detailed response to four or more of the risk areas in Section 6.3 of the ITB Bidder Instructions, such that the probability of failure to achieve is extremely low.
3	GOOD Plan contains a detailed response to three of the risk areas in Section 6.3 of the ITB Bidder Instructions, such that the probability of failure to achieve is low.
2	POOR Plan contains a detailed response to two of the risk areas in Section 6.3 of the ITB Bidder Instructions, such that the probability of failure to achieve is moderate.

VALUE	PLAN - RISK ASSESSMENTS
1	VERY WEAK Plan contains a detailed response to one or less of the risk areas in Section 6.3 of the ITB Bidder Instructions, such that the probability of failure to achieve is significant.

Table 4 – 3, Example

Plan	Quality (A)	Risk (B)	Assessment Value (C) <i>(C) = (A) x (B)</i>
Company business Plan	4	3	12
ITB management Plan	2	3	6
Regional development Plan	4	4	16
SMB development Plan	4	2	8
Final plans assessment value			42

4.2. Evaluation of Export Target Market Overview

- 4.2.1. The Bidder must submit one export target market overview (the overview) which will be evaluated to confirm that it is present in the Acquisition ITB Proposal. It will then be assessed as compliant or non-compliant. A compliant overview must contain detailed responses to four (4) or more of the criteria listed in section 6.8.3 of the ITB Bidder Instructions.

4.3. Evaluation of Transactions

- 4.3.1. The Bidder's proposed Transactions will be evaluated to determine whether they comply with the ITB Bidder Instructions and with the ITB Terms and Conditions, with respect to eligibility criteria, valuation, banking and transaction types.
- 4.3.2. If a proposed Transaction does not meet the criteria outlined in 4.3.1, it will be rejected and will receive no further consideration during the mandatory or rated evaluation, or in the Contract.
- 4.3.3. If a proposed Transaction meets the criteria outlined in 4.3.1, it will then be evaluated using the rated evaluation criteria outlined in Section 5 and 6 of the ITB Evaluation Plan.

5. ACQUISITION CONTRACT ITB RATED EVALUATION

- 5.1. The Bidder's proposed Acquisition Commitments and Transactions will be evaluated against the rated criteria as described below.
- 5.2. The Acquisition Bid Price will be used to determine the score for Defence Sector, Research & Development, Small and Medium Sized Businesses, and Export criteria.
- 5.3. Identified Transactions will be assessed to determine whether they align with each of the four rated evaluation criteria identified in sections 5.7.1 through 5.7.4 of the ITB Evaluation Plan. The Bidder should provide a level of detail sufficient to support the claim that the Transaction fits within a given criteria.
 - 5.3.1. Transactions where the Bidder does not demonstrate alignment with the rated evaluation criteria will receive zero points in the rated evaluation, but will be included as a Commitment to be achieved in the Acquisition Contract.
 - 5.3.2. Transactions where the Bidder demonstrates alignment with the rated evaluation criteria will be scored as outlined below in section 5.7. These Transactions will also be included as a Commitment to be achieved in the Acquisition Contract.
 - 5.3.2.1. In the event that the Bidder identifies Transactions in its Acquisition ITB Proposal valued at more than 100 percent of the Acquisition Contract Price, no additional points will be earned in the rated evaluation, above those outlined in the ITB Evaluation Plan. Additionally in this event, the Obligation value in Article 3.1.1 of the Acquisition Terms and Conditions will be adjusted to match the total value of those Transactions.
- 5.4. One identified Transaction may be aligned with multiple criteria and will be scored as such, up to the maximum total points. All Transactions and Commitments in the Acquisition ITB Proposal will be included as a Commitment and/or Obligation to be achieved in the ensuing Acquisition Contract.
- 5.5. A Bidder's Commitment in each VP criteria is comprised of identified Transactions and any additional Commitments the Bidder is willing to contractually commit to, but not demonstrate through Transactions at bid submission.

5.6. Bidder's Acquisition Value Proposition (VP) Score: The Bidder's Acquisition Contract scores for Commitments and identified Transactions will be totaled to reach a "Bidder's Acquisition VP Score" out of 100. This will form part of the total Value Proposition evaluation score in accordance with section 7 of the ITB Evaluation Plan.

5.7. The Bidder is eligible to receive up to one hundred (100) Value Proposition Points (VPP) for the four (4) criteria which will be weighted and rounded to the nearest one decimal point, using the following criteria:

5.7.1. Defence Sector:

Table 5 – 1, Defence Sector

Criteria	Available Points	Basis of Evaluation
Defence Sector		
Commitments to undertake Direct Transactions above 75 percent of Acquisition Contract Price	40	<p>Points will be awarded for Commitments to achieve Direct Transactions based on the following:</p> <p>The Bidder with the highest Commitment to undertake Direct Transactions above seventy-five (75) percent of Acquisition Contract Price, stated as a percentage of the Bidder's Acquisition Bid Price measured in CCV, will receive forty (40) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment above 75 percent divided by the highest bidder's Commitment above 75 percent, multiplied by 40 points.</p>

5.7.2. Research and Technological Development:

Table 5 – 2, Research and Technological Development

Criteria	Available Points	Basis of Evaluation
Research and Technological Development		
Commitments to undertake R&D in the Chemical,	35	Points will be awarded for Commitments to achieve R&D Transactions based on the following:

Biological, Radiological, and Nuclear (CBRN) Detection market segment with Canadian Companies or Canadian Post-Secondary Institutions		<p>The Bidder with the highest Commitment to undertake R&D activities in the CBRN Detection market segment with Canadian Companies or Canadian Post-Secondary Institutions, stated as a percentage of the Bidder's Acquisition Bid Price measured in CCV, will receive thirty-five (35) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment divided by the highest bidder Commitment, multiplied by 35 points.</p>
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5.7.3. Small and Medium Sized Businesses (SMB):

Table 5 – 3, Small and Medium Sized Businesses

Criteria	Available Points	Basis of Evaluation
<u>Small and Medium Sized Businesses</u>		
Commitments to undertake Transactions with SMBs above 15 percent of Acquisition Contract Price	15	<p>Points will be awarded for Commitments to achieve Transactions based on the following:</p> <p>The Bidder with the highest Commitment to undertake Transactions with SMBs above fifteen (15) percent of Acquisition Contract Price, stated as a percentage of the Bidder's Acquisition Bid Price measured in CCV, will receive fifteen (15) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment above 15 percent divided by the highest bidder Commitment above 15 percent, multiplied by 15 points.</p>

5.7.4. International Export Strategy

5.7.4.1. Up to 10 Points for the response to the capacity to export criteria

Table 5 – 4, Capacity to Export Criteria

Capacity to Export Scoring Criteria (10 Points)	Points
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Successfully demonstrates that they meet all five of the capacity to export criteria in Section 7.1.4.3 of the ITB Bidder Instructions.	100 percent of available points (10 points)
Did not successfully demonstrate that they met all five of the capacity to export criteria in Section 7.1.4.3 of the ITB Bidder Instructions.	0 percent of available points (0 points)

5.8 Table 5 - 6 below summarizes the rated evaluation scoring for the Acquisition Contract:

Table 5 – 6, Rated Evaluation Scoring

Criteria	Available Points	Basis of Evaluation
Defence Sector	40	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
Research and Technological Development	35	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
<u>Small and Medium Sized Businesses</u>	15	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
Export Strategy	10	
Capacity to export		Content of International Export Strategy
Total Points	100	

6. IN-SERVICE SUPPORT CONTRACT ITB RATED EVALUATION

6.1. The Bidder's proposed In-Service Support Commitments and Transactions will be evaluated against the rated criteria as described below.

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- 6.2. The In-Service Support Bid Price will be used to determine the score for Defence Sector and Research & Development, and Small and Medium Businesses.
- 6.3. Identified Transactions will be assessed to determine whether they align with each of the two rated evaluation criteria identified in sections 6.7.1 through 6.7.3 in the ITB Evaluation Plan. The Bidder should provide a level of detail sufficient to support the claim that the Transaction fits within a given criteria.
- 6.3.1. Transactions where the Bidder does not demonstrate alignment with the rated evaluation criteria will receive zero points in the rated evaluation, but will be included as a Commitment to be achieved in the In-Service Support Contract.
- 6.3.2. Transactions where the Bidder demonstrates alignment with the rated evaluation criteria will be scored as outlined below in section 6.7. These Transactions will also be included as a Commitment to be achieved in the In-Service Support Contract.
- 6.3.2.1. In the event that the Bidder identifies Transactions in its In-Service Support ITB Proposal valued at more than 100 percent of the In-Service Support Contract Price, no additional points will be earned in the rated evaluation, above those outlined in the ITB Evaluation Plan. Additionally in this event, the Obligation value in Article 3.1.1 of the In-Service Support Terms and Conditions will be adjusted to match the total value of those Transactions.
- 6.4. One identified Transaction may be aligned with multiple criteria and will be scored as such, up to the maximum total points. All Transactions and Commitments in the In-Service Support ITB Proposal will be included as a Commitment and/or Obligation to be achieved in the ensuing In-Service Support Contract.
- 6.5. A Bidder's Commitment in each VP criteria is comprised of identified Transactions and any additional Commitments the Bidder is willing to contractually commit to, but not demonstrate through Transactions at bid submission.
- 6.6. Bidder's In-Service Support Value Proposition (VP) Score: The Bidder's In-Service Support Contract scores for Commitments and identified Transactions will be totaled to reach a "Bidder's In-Service Support VP Score" out of 100. This will form part of the total Value Proposition evaluation score in accordance with Section 7.

6.7. The Bidder is eligible to receive up to one hundred (100) Value Proposition Points (VPP) for the three (3) criteria which will be weighted and rounded to the nearest one decimal point, using the following criteria:

6.7.1. Defence Sector:

Table 6 – 1, Defence Sector

Criteria	Available Points	Basis of Evaluation
Defence Sector		
Commitments to undertake Direct Transactions above 75 percent of In-Service Support Contract Price	50	<p>Points will be awarded for Commitments to achieve Direct Transactions based on the following:</p> <p>The Bidder with the highest Commitment to undertake Direct Transactions above seventy-five (75) percent of In-Service Support Contract Price, stated as a percentage of the Bidder's In-Service Support Bid Price measured in CCV, will receive fifty (50) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment above 75 percent divided by the highest bidder Commitment above 75 percent, multiplied by 50 points.</p>

6.7.2. Research and Technological Development:

Table 5 – 2, Research and Technological Development

Criteria	Available Points	Basis of Evaluation
Research and Technological Development		
Commitments to undertake R&D in the Chemical, Biological, Radiological, and Nuclear (CBRN) Detection market segment with Canadian Companies or	10	<p>Points will be awarded for Commitments to achieve R&D Transactions based on the following:</p> <p>The Bidder with the highest Commitment to undertake R&D activities in the CBRN Detection market segment with Canadian Companies or</p>

Canadian Post-Secondary Institutions		<p>Canadian Post-Secondary Institutions, stated as a percentage of the Bidder's In-Service Support Bid Price measured in CCV, will receive ten (10) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment divided by the highest bidder Commitment, multiplied by 10 points.</p>
--------------------------------------	--	---

6.7.3. Small and Medium Sized Businesses:

Table 6 – 3, Small and Medium Sized Businesses

Criteria	Available Points	Basis of Evaluation
<u>Small and Medium Sized Businesses</u>		
Commitments to undertake Transactions with SMBs above 15 percent of In-Service Support Contract Price	30	<p>Points will be awarded for Commitments to achieve Transactions based on the following:</p> <p>The Bidder with the highest Commitment to undertake Transactions with SMBs above fifteen (15) percent of In-Service Support Contract Price, stated as a percentage of the Bidder's In-Service Support Bid Price measured in CCV, will receive thirty (30) points. All other bidders will be pro-rated down.</p> <p>Formula: Bidders total Commitment above 15 percent divided by the highest bidder Commitment above 15 percent, multiplied by 30 points.</p>

6.7.4. International Export Strategy

6.7.4.1. Up to 10 Points for the response to the capacity to export criteria.

6.7.4.1.1. This portion will be evaluated in the Acquisition VP
Evaluation and points received will be inserted into In-Service Support VP scoring.

6.7.4.1.2. The Bidder is expected to maintain the capacity to export as outlined in their Acquisition ITB Proposal throughout the life of the project (Acquisition and In-Service Support Contracts) and is obligated to report on the maintenance of these conditions through annual reporting to the ITB Authority.

6.8. Table 6 - 4 below summarizes the rated evaluation scoring for the In-Service Support Contract:

Table 6 – 4, Rated Evaluation Scoring

Criteria	Available Points	Basis of Evaluation
Defence Sector	50	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
Research and Technological Development	10	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
<u>Small and Medium Sized Businesses</u>	30	
Commitment		Commitment on signed rated criteria certificate
Identified Transactions		Justification and CCV on Transaction sheets; Percentage on signed rated criteria certificate
Export Strategy	10	
Capacity to export		Content of International Export Strategy
Total Points	100	

7. TOTAL VALUE PROPOSITION EVALUATION SCORE

7.1. The Bidder will receive a total VP evaluation score. The total VP evaluation score is calculated by adding the following two components:

7.1.1. Total Value Proposition (VP) Evaluation score –Acquisition, in accordance with table 7 -1; and

7.1.2. Total Value Proposition (VP) Evaluation score – In-Service Support, in accordance with table 7 -1.

Table 7 – 1, Total Value Proposition (VP) Evaluation Score Components

Component	Calculation
Total Value Proposition (VP) evaluation score –Acquisition	$15 \times \frac{\text{Bidder's Acquisition VP Score}}{100}$
Total Value Proposition (VP) evaluation score –In-Service Support	$5 \times \frac{\text{Bidder's In – Service Support VP Score}}{100}$

7.2. The calculated Total VP Evaluation Score will be forwarded to the contracting authority.

8. PROCESS

- 8.1. The evaluation is led by the ITB Authority, with participation from representatives of the regional development agencies, and, if required, other subject matter experts.
- 8.2. The ITB Authority will hold overall responsibility for ensuring that the members of the evaluation team carry out their responsibilities. The ITB Authority will act as the liaison between the evaluation team and outside officials.

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ATTACHMENT 4

EVALUATION OF PRICE

DRAFT

Bidder: _____

SACC Manual Clause A0222T (2014-06-26), Evaluation of Price - Canadian / Foreign Bidders

1. The price of the bid will be evaluated as follows:
 - a. Canadian-based bidders must submit firm prices, Canadian customs duties and excise taxes included, and Applicable Taxes excluded.
 - b. Foreign-based bidders must submit firm prices, Canadian customs duties, excise taxes and Applicable Taxes excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Although Canada reserves the right to award the Contract either on an FOB plant or FOB destination, Canada requests that bidders provide prices FOB their plant or shipping point and FOB destination. Bids will be assessed on an FOB destination basis.
4. For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders.

ACQUISITION

A1) Deliverables

Sum of the extended prices of items CLIN-1 to CLIN- 13, for the Work detailed in Annex A, as per the details provided for each item in Volume 2 – Annex B, Acquisition Contract Deliverables Pricing List.

- i. CLIN-11: For purposes of bid evaluation, an estimated value of \$350,000.00 will be used.
- ii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(A) \$ _____
(Applicable Taxes Extra)

A2) Optional Deliverables

Sum of the extended prices of items OLIN-1 to OLIN- 5, for the Work detailed in Volume 2 - Annex A, as per the details provided for each item in Volume 2 – Annex B, Acquisition Contract Deliverables Pricing List.

- i. OLIN-1: For purposes of bid evaluation, the extended price for quantity 3 will be used.
- ii. OLIN-2: For purposes of bid evaluation, the extended price for quantity 6 will be used.
- iii. OLIN-3: For purposes of bid evaluation, the extended price for quantity 9 will be used.
- iv. OLIN-4: For purposes of bid evaluation, the extended price for quantity 12 will be used.
- v. OLIN-5: For purposes of bid evaluation, the extended price for quantity 3 will be used.
- vi. The total amount of Applicable Taxes is to be shown separately, if applicable.

(B) \$ _____
(Applicable Taxes Extra)

IN-SERVICE SUPPORT (ISS)

I1) Deliverables

Sum of the extended prices of items ISS CLIN-1 to ISS CLIN- 10, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B, ISS Contract Deliverables Pricing List.

- i. ISS CLIN-1 through ISS CLIN-3: Sum of extended prices for delivery period, Year 1, Year2, year 3, Year 4 and Year 5.
- ii. ISS CLIN-2: Sum of extended prices for delivery period, Year 1, Year2, year 3, Year 4 and Year 5.
- iii. ISS CLIN-4: For purposes of bid evaluation, an estimated value of \$700,000.00 limitations of expenditure will be used as extended price.
- iv. ISS CLIN-5 through ISS CLIN-10: Sum of extended prices for all resource categories, material mark-up and subcontractor mark-up.
- v. The total amount of Applicable Taxes is to be shown separately, if applicable.

(C) \$ _____
(Applicable Taxes Extra)

I2) Optional Deliverables (Years 6-8)

Sum of the extended prices of items ISS OLIN-1 to ISS OLIN-6, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B, ISS Contract Deliverables Pricing List.

- i. ISS OLIN-1: Prices of ISS OLIN-1 will be based on ISS CLIN-1 with an annual escalation of 2%.
- ii. ISS OLIN-2: Prices of ISS OLIN-2 will be based on ISS CLIN-2 with an annual escalation of 2%.
- iii. ISS OLIN-3: Prices of ISS OLIN-3 will be based on ISS CLIN-3 with an annual escalation of 2%.
- iv. ISS OLIN-4: For purposes of bid evaluation, an estimated value of \$300,000.00 limitations of expenditure will be used as extended price.
- v. ISS OLIN-5: Total price of ISS OLIN-5 will be based on ISS CLIN-9 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vi. ISS OLIN-6: Total price of ISS OLIN-6 will be based on ISS CLIN-14 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(D) \$ _____
(Applicable Taxes Extra)

I3) Optional Deliverables (Years 9-11)

Sum of the extended prices of items ISS OLIN-7 to ISS OLIN-12, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B ISS Contract Deliverables Pricing List.

- i. ISS OLIN-7: Prices of ISS OLIN-7 will be based on ISS CLIN-1 with an annual escalation of 2%.
- ii. ISS OLIN-8: Prices of ISS OLIN-8 will be based on ISS CLIN-2 with an annual escalation of 2%.
- iii. ISS OLIN-9: Prices of ISS OLIN-9 will be based on ISS CLIN-3 with an annual escalation of 2%.
- iv. ISS OLIN-4: For purposes of bid evaluation, an estimated value of \$300,000.00 limitations of expenditure will be used as extended price.
- v. ISS OLIN-11: Total price of ISS OLIN-11 will be based on ISS CLIN-9 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vi. ISS OLIN-12: Total price of ISS OLIN-12 will be based on ISS CLIN-14 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(E) \$ _____
(Applicable Taxes Extra)

I4) Optional Deliverables (Years 12-14)

Sum of the extended prices of items ISS OLIN-13 to ISS OLIN-18, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B ISS Contract Deliverables Pricing List.

- i. ISS OLIN-13: Prices of ISS OLIN-13 will be based on ISS CLIN-1 with an annual escalation of 2%.
- ii. ISS OLIN-14: Prices of ISS OLIN-14 will be based on ISS CLIN-2 with an annual escalation of 2%.
- iii. ISS OLIN-15: Prices of ISS OLIN-15 will be based on ISS CLIN-3 with an annual escalation of 2%.
- iv. ISS OLIN-16: For purposes of bid evaluation, an estimated value of \$300,000.00 limitations of expenditure will be used as extended price.
- v. ISS OLIN-17: Total price of ISS OLIN-17 will be based on ISS CLIN-9 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vi. ISS OLIN-18: Total price of ISS OLIN-18 will be based on ISS CLIN-14 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(F) \$ _____
(Applicable Taxes Extra)

I5) Optional Deliverables (Years 15-17)

Sum of the extended prices of items ISS OLIN-19 to ISS OLIN-24, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B ISS Contract Deliverables Pricing List.

- i. ISS OLIN-19: Prices of ISS OLIN-19 will be based on ISS CLIN-1 with an annual escalation of 2%.
- ii. ISS OLIN-20: Prices of ISS OLIN-20 will be based on ISS CLIN-2 with an annual escalation of 2%.
- iii. ISS OLIN-21: Prices of ISS OLIN-21 will be based on ISS CLIN-3 with an annual escalation of 2%.
- iv. ISS OLIN-22: For purposes of bid evaluation, an estimated value of \$300,000.00 limitations of expenditure will be used as extended price.
- v. ISS OLIN-23: Total price of ISS OLIN-23 will be based on ISS CLIN-9 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vi. ISS OLIN-24: Total price of ISS OLIN-24 will be based on ISS CLIN-14 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(G) \$ _____
(Applicable Taxes Extra)

I6) Optional Deliverables (Years 18-20)

Sum of the extended prices of items ISS OLIN-25 to ISS OLIN-30, for the Work detailed in Volume 3 - Annex A, as per the details provided for each item in Volume 3 – Annex B ISS Contract Deliverables Pricing List.

- i. ISS OLIN-25: Prices of ISS OLIN-25 will be based on ISS CLIN-1 with an annual escalation of 2%.
- ii. ISS OLIN-26: Prices of ISS OLIN-26 will be based on ISS CLIN-2 with an annual escalation of 2%.
- iii. ISS OLIN-27: Prices of ISS OLIN-27 will be based on ISS CLIN-3 with an annual escalation of 2%.
- iv. ISS OLIN-28: For purposes of bid evaluation, an estimated value of \$300,000.00 limitations of expenditure will be used as extended price.
- v. ISS OLIN-29: Total price of ISS OLIN-29 will be based on ISS CLIN-9 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vi. ISS OLIN-30: Total price of ISS OLIN-30 will be based on ISS CLIN-14 with an annual escalation of 2% applied to firm hourly rates, material mark-up and subcontractor mark-up.
- vii. The total amount of Applicable Taxes is to be shown separately, if applicable.

(H) \$ _____
(Applicable Taxes Extra)

BIDDER'S TOTAL EVALUATED BID PRICE

In accordance with the prices proposed by the Bidder in Volume 2 – Annex B Acquisition Contract Deliverables Pricing List and in Volume 3 – Annex B ISS Contract Deliverables Pricing List, the Total Bid Price will be calculated as follows:

Total Bid Price = A+B+C+D+E+F+G+H

The Bidder's Total Bid Price determined by the above will be used in section 4.6.2 herein.

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ATTACHMENT 5

CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

DRAFT

1. FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
 - ☐ A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity \(AIEE\)](#) in place with ESDC-Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions).

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ATTACHMENT 6 CONFIDENTIALITY AGREEMENT

DRAFT

TO: HER MAJESTY THE QUEEN IN RIGHT OF CANADA ("CANADA"), AS REPRESENTED BY THE MINISTER OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA

The description of the requirement of bid solicitation No. W8476-145109/A contains information that is confidential or proprietary to Canada or to a third party (the Confidential Information) that is not to be disclosed or used in any way other than as set out below.

1. The Bidder agrees that:
 - a. it must not, without first obtaining the written permission of the Contracting Authority, disclose to anyone, other than an employee or a proposed subcontractor with a need to know, the Confidential Information;
 - b. it must not make copies of the Confidential Information or use it for any purpose other than for the preparation of a bid in response to the bid solicitation identified above;
 - c. at close or early termination of the bid period, it must immediately deliver the Confidential Information to the Contracting Authority as well as every draft, working paper and note that contains any information related to the Confidential Information.
2. The Bidder must require any proposed subcontractor referred to in (a) above to execute a Confidentiality Agreement on the same conditions as those contained in this agreement.
3. The Bidder acknowledges and agrees that it will be liable for any and all claims, loss, damages, costs, or expenses incurred or suffered by Canada caused by the failure of the Bidder, or by anyone to whom the Bidder discloses the Confidential Information to comply with these conditions.
4. Nothing in this Confidentiality Agreement should be construed as limiting the Bidder's right to disclose any information to the extent that such information:
 - a. is or becomes in the public domain through no fault of the Bidder or any proposed subcontractor;
 - b. is or becomes known to the Bidder from a source other than Canada, except any source that is known to the Bidder to be under an obligation to Canada not to disclose the information;
 - c. is independently developed by the Bidder; or
 - d. is disclosed under compulsion of a legislative requirement or any order of a court or other tribunal having jurisdiction.

Name of Bidder

Signed by its authorized representative

Date

ATTACHMENT 7

CERTIFICATE OF COMPLIANCE

Bidders must submit the following duly completed certification with their bid.

Certificate of Compliance

We _____ (Insert company name and address) have been given opportunity to provide feedback in the establishment of the technical and other work requirements for the ADIS procurement.

We have also thoroughly reviewed and understood the requirements of the complete Solicitation and, if selected, agree to comply with all requirements detailed therein.

By signing this "Certificate of Compliance", we certify that we will satisfy all contract requirements and our products to be delivered against the contract will comply with all contract requirements and will be fit for use as defined in the Resulting Contract.

Note: In the case of a joint venture, the Certificate of Compliance shall be signed by all members of the joint venture.

(Name of Bidder)

_____ Signature of Bidders' Designated Authority	_____ Date
_____ Signature of Joint Venture's Designated Authority (if applicable)	_____ Date
_____ Signature of Joint Venture's Designated Authority (if applicable)	_____ Date
_____ Signature of Joint Venture's Designated Authority (if applicable)	_____ Date
_____ Signature of Joint Venture's Designated Authority (if applicable)	_____ Date

SOLICITATION No. W8476-145109/A

REQUEST FOR PROPOSAL (RFP)

AREA DETECTION AND IDENTIFICATION SYSTEM (ADIS) PROJECT

VOLUME 2

ADIS ACQUISITION RESULTING CONTRACT

Table of Contents

1	REQUIREMENTS	3
2	STANDARD CLAUSES AND CONDITIONS	6
3	SECURITY REQUIREMENTS	7
4	TERM OF CONTRACT	8
5	AUTHORITIES	8
6	PAYMENT	10
7	SACC MANUAL CLAUSES	16
8	INVOICING INSTRUCTIONS	16
9	EXCHANGE RATE FLUCTUATION ADJUSTMENT	16
10	HOLDBACK/STOP PAYMENT AND LIQUIDATED DAMAGES – INDUSTRIAL AND TECHNOLOGICAL BENEFITS COMMITMENTS	17
11	CERTIFICATIONS	18
12	APPLICABLE LAWS	18
13	PRIORITY OF DOCUMENTS	18
14	DEFENCE CONTRACT	19
15	FOREIGN NATIONALS (CANADIAN CONTRACTOR)	19
15	FOREIGN NATIONALS (FOREIGN CONTRACTOR)	19
16	INSURANCE	19
17	CONTROLLED GOODS PROGRAM	19
18	QUALITY ASSURANCE – SACC MANUAL CLAUSES	19
19	SACC MANUAL CLAUSES	20
20	RELEASE DOCUMENTS - DISTRIBUTION	20
21	SHIPPING	20
22	CANADIAN CUSTOMS DOCUMENTATION	21
23	GOVERNMENT SUPPLIED TECHNICAL DOCUMENTS	22
24	CHANGE TO THE WORK PROCESSES	22
25	LIQUIDATED DAMAGES (TO BE COMPLETED AT CONTRACT AWARD)	25
26	DISPUTE RESOLUTION (TO BE COMPLETED AT CONTRACT AWARD)	25

LIST OF ANNEXES

- Annex A – Statement of Work (SOW) - Acquisition
 - Appendix AA – System Requirements
 - Attachment AA1 – Video Encoder Table
 - Attachment AA2 – Sensor Integration Specification and Guide for CF CBRN sensor acquisition projects
 - Appendix AB – Contract Data Requirements List (CDRL)
 - Appendix AC – Data Items Descriptions (DID)
 - Appendix AD – Maintenance Support and Concept
 - Appendix AE – References Acronyms and Glossary (RAG)
- Annex B – Acquisition Contract Deliverables Pricing List
- Annex C – Security Requirements Check List (SRCL)
- Annex D – Acquisition Industrial and Technological Benefits Terms and Conditions
- Annex E – DND 626 Task Authorization Form
- Annex F – Sample MS Office Excel Spreadsheet for Periodic Usage Reports – Contracts with Task Authorization
- Annex G – Non Disclosure Agreement
- Annex H – PWGSC-TPSGC 1111 Form Claim for Progress Payment

THIS CONTRACT CONTAINS A SECURITY REQUIREMENT

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1 Requirements

1.1 Statement of Work (SOW)

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled _____, dated _____.

1.2 Changes to the Work

1.2.1 At any time during the performance of the Work, Canada may issue requests for changes to the Work or any part of the Work, if the changes are deemed by Canada to be consistent with the general intent of the Contract. Such changes can include additions, deletions or other revisions to the Work.

1.2.2 A request for a change to the Work will be provided in writing to the Contractor by the Contracting Authority and will be done in accordance with the procedure provided at Article 24.

1.3 Industrial and Technological Benefits (ITB) Commitments and Responsibilities

The Contractor must achieve all the ITB commitments in accordance with the schedule and commitments set out in Annex D, Acquisition ITB Terms and Conditions.

1.4 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex B, Acquisition Contract Deliverables Pricing List of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

1.4.1 Optional ADIS Systems

For optional Items N°OLIN-1, OLIN-2, OLIN-3, OLIN-4, at Annex B, Acquisition Contract Deliverables Pricing List, the Contracting Authority may exercise the option at any time before thirty (30) days prior to the Contract expiry date by sending a written notice to the Contractor. The delivery will due three (3) months after amended contract.

1.4.2 Optional ADIS Initial Cadre Training

For optional Items N°OLIN-5, Annex B, Acquisition Contract Deliverables Pricing List, the Contracting Authority may exercise the option at any time before thirty (30) days prior to the Contract expiry date by sending a written notice to the Contractor.

1.4.3 Work Arisings / Design Change / Additional Work Requirements

Additional work that is not described in the Statement of Work but that is required to support the ADIS and that would fall within the overall scope of the Work (Work Arisings), may be incorporated into the Contract in accordance with Annex B, Acquisition Contract Deliverables Pricing List.

1.4.3.1 Task Authorization

The administration of the Task Authorization process will be carried out by _____
(the applicable Department of National Defence designation will be identified at contract award). This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a DND 626, Task Authorization Form ("Task Authorization") as per Annex E DND 626 Task Authorization Form. The Work described in the Task Authorization shall be in accordance with the scope of the Contract.

The TA will be issued to the Contractor by e-mail (as an attachment) or facsimile. The original will follow by mail.

1. In order to establish a clear understanding of the work for each task, the Technical Authority and Contractor shall establish definitive statements for each of the following aspects of all tasks, prior to issuance of a Task Authorization:
 - (a) requirements;
 - (b) identification of Work Element # with reference to the Statement of Work (SOW);
 - (c) priority;
 - (d) expenditure limitation for the performance of the work;
 - (e) labour hours by category;
 - (f) cost breakdown of the expenditure limitation, using the rates detailed in Annex B Acquisition Pricing Schedule, Schedule A, ADIS Acquisition Contract Deliverables Pricing List, Firm ADIS Rates for Work Arisings, of the Contract;
 - (g) other direct costs and material cost;
 - (h) task milestones with estimated activity and completion dates;
 - (i) acceptance criteria for the work; and
 - (j) the applicable basis(bases) and methods of payment as specified in the Contract.
2. For quotes exceeding \$100,000.00 and/or longer in duration than 3 months, the Contractor may be requested to submit a completion plan identifying milestones against which progress can be measured as specified in the Statement of Work.
3. Following agreement of the Technical Authority and the Contractor on those aspects of the task described above, the Contractor will provide a quote of the proposed total estimated cost for performing the task and a breakdown of all applicable elements of cost established in accordance with the Basis of Payment specified in the Contract, including labour hours by category, travel requirements outlining the number of trips and duration, personnel and other associated travel costs, other direct costs and materiel cost. This quote will be provided to the Technical Authority within ten (10) calendar days.

4. If the quote is approved, the Requisition Authority or the Contracting Authority, as applicable, will provide the Contractor with a Task Authorization.
5. The Task Authorization will contain the above-noted details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The Task Authorization will also include the applicable basis (bases) and methods of payment as specified in the Contract.

6. **Task Authorization Limit**

The Requisition Authority approves Task Authorizations where the aggregate Task Authorization value, including amendments, is below \$250,000, Applicable taxes included. The Requisition Authority will forward the Task Authorization or amendment directly to the Contractor with a copy to the Contracting Authority and Technical Authority. The Contracting Authority shall approve any Task Authorization, where the aggregate Task Authorization value, including amendments, is above \$250,000, Applicable taxes included. The Contracting Authority will forward the Task Authorization or amendment directly to the Contractor with a copy to the Requisition Authority and Technical Authority.

7. Amendments to the Task Authorization Form require completion of a DND 626 amendment form.
8. The Contractor must not commence work until an authorized Task Authorization (or DND 626 amendment form, as the case may be) has been received by the Contractor. The Contractor acknowledges that any work performed before a Task Authorization (or DND 626 amendment form, as the case may be) has been received will be done at the Contractor's own risk

9. **Canada's Obligation - Portion of the Work - Task Authorizations**

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

10. **Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations (inclusive of any revisions) authorized and issued under the Contract.

No later than fifteen (15) days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and the Requisition Authority, in an electronic spreadsheet (such as MSOffice Excel), a periodic usage report containing the data elements specified in the Reporting Requirement detailed below, in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and the Requisition Authority.

The reporting periods are defined as follows:

1st quarter: *(to be inserted at award)*;
2nd quarter: *(to be inserted at award)*;
3rd quarter: *(to be inserted at award)*; and
4th quarter: *(to be inserted at award)*.

A sample MSOffice spreadsheet containing the data elements contained in paragraphs (i) and

(ii) below is provided in Annex F - Sample MS Office Excel Spreadsheet for Periodic Usage Reports - Contracts with Task Authorizations.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

(i) For each authorized task:

The data must contain the following data elements in the order presented:

- the Task Authorization number appearing on the Task Authorization form;
- the date the task was authorized appearing on the Task Authorization form;
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing on the Task Authorization form;
- the following information appearing on the Task Authorization form must be included for each authorized revision, starting with revision 1, then 2, etc:
 - the Task Authorization revision number
 - the date the revision to the task was authorized;
 - the authorized increase or decrease (Applicable Taxes extra);
 - the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced;
- the total amount paid, Applicable Taxes included;
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).

(ii) For all authorized tasks:

The data must contain the following data elements in the order presented:

- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes extra;
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any revisions; and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes extra.

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](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual)(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2030 (2016-04-04), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

2.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the Contract:

4001 (2015-04-01), Hardware Purchase, Lease and Maintenance
4002 (2010-08-16), Software Development or Modifications Services
4003 (2010-08-16), Licensed Software
4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information
4010 (2012-07-16), Services - Higher Complexity

2.3 Non-disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex G and provide it to the Project Authority before they are given access to information by or on behalf of Canada in connection with the Work.

2.4 Deliverables

In addition to the disclosure obligation under Section 02 of the supplemental general conditions 4007, any Foreground Information must be fully disclosed and documented by the Contractor in the technical reports delivered by the Contractor to the Technical Authority under this Contract.

3 Security Requirements

1. The Contractor must, at all times during the performance of the Contract/Standing Offer, **hold a valid Facility Security Clearance at the level of SECRET**, with approved Document Safeguarding and Production Capabilities at the level of SECRET issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to 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.

This contract includes access to controlled goods. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada.

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 ENTER** sites without an escort.

3. The Contractor **MUST NOT** utilize its **Information Technology** systems to electronically process, produce or store any sensitive CLASSIFIED information until CISD/PWGSC has issued written approval. After approval has been granted, these tasks may be performed at the level of PROTECTED B.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor must comply with the provisions of the:

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

4 Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to _____ inclusive (*to be inserted at contract award*).

4.2 Optional Goods and/or Services

- 4.2.1 The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A, SOW – Acquisition and Annex B, Acquisition Contract Deliverables Pricing List of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The exercise of this option (s) is completely at Canada's discretion and without in anyway limiting that discretion, Canada in making its decision to exercise contractual options, amongst other factors may consider the performance of the Contractor in meeting its VP & ITB Commitments, as determined by the annual reports. Canada may also take into consideration whether or not the Contractor has maintained the level of activities/commitments required to meet the mandatory requirement at Annex D – Acquisition ITB T&Cs.
- 4.2.2 The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.
- 4.2.3 The Contracting Authority may exercise the options within 3 months after contract award, by sending a written notice to the Contractor. The options may be exercised in whole or in part at the discretion of Canada.

5 Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Marlene Bitsene
Public Services and Procurement Canada (PSPC)
Services and Technology Acquisition Management Sector (STAMS)
Defence Science Projects Division - SL
11 Laurier Street, Place du Portage, Phase III, 11C1-71
Gatineau, QC
K1A 0S5

Telephone: (873) 469-4833
Facsimile: (819) 997-2229
E-mail address: marlene.bitsene@tpsgc-pwgsc.gc.ca

The Contracting Authority 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 Requisition Authority

The Requisition Authority for the Contract is:

(To be identified at contract award, if required)

The Requisition Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Requisition Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Requisition Authority however the Requisition Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Technical Authority

(To be identified at contract award, if required)

The Technical Authority named above 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 Technical Authority, however the Technical Authority 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 Industrial and Technological Benefits Authority

(To be identified at contract award, if required)

The Industrial Technological Benefits Authority means the Minister of Innovation, Science and Economic Development or any other person designated by that Minister to act on the Minister's behalf under the Contract and is responsible for evaluating, accepting, monitoring, verifying and crediting ITB, and for assessing the Contractor's ITB performance under this Contract. Industrial and Technological Benefits matters may be discussed with the Industrial and Technological Benefits Authority; however, the Industrial and Technological Benefits Authority 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.

5.5 Contractor's Representative

(To be identified at contract award)

Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail: _____

6 Payment

1. Canada's total liability to the Contractor under the Contract must not exceed the price specified on page 1 of the Contract. Customs duties are included, if applicable and Applicable Taxes are extra.
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.

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.

6.1 Basis of Payment

6.1.1 Basis of payment - Firm Lot Price

At Annex B, Acquisition Contract Deliverables Pricing List, items **CLIN-1 through CLIN-8, CLIN-10:**
In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid firm lot prices in accordance with Annex B, Acquisition Contract Deliverables Pricing List Customs duties are included, if applicable and Applicable Taxes are extra.

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 - Firm Unit Price

At Annex B, Acquisition Contract Deliverables Pricing List, items **CLIN-9, CLIN-12** and should the options be exercised, Annex B, Acquisition Contract Deliverables Pricing List, items **OLIN-1 through OLIN-5:**

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid firm unit prices in accordance with Annex B, Acquisition Contract Deliverables Pricing List, Customs duties are included, if applicable and Applicable Taxes are extra.

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.

6.1.3 Basis of payment – Task Authorization (TA) subject to a Limitation of Expenditure of \$350,000.00

At Annex B, Acquisition Contract Deliverables Pricing List, item **CLIN-11:**

In consideration of the Contractor satisfactorily completing its obligations under the Contract, The Contractor will be reimbursed for the costs reasonably and properly incurred for the delivery of Spare Parts and Consumables Items specified in the authorized TA, as determined in accordance with Annex B, Acquisition Contract Deliverables Pricing List, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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 authorized, in writing, by the Requisition Authority or the Contracting Authority, as applicable, before their incorporation into the Work

6.1.3.1 Limitation of Expenditure - Cumulative Total of all Task Authorizations

For all Task Authorizations issued under the Contract:

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, shall not exceed the sum of \$ (to be inserted at contract award), Customs duties are included, if applicable and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor shall 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 sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor shall 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.

6.1.3.2 Recommended Spare Parts List (RSPL)

The Contractor must supply the RSPL to the Technical Authority for approval in accordance with **CDRL IL-510** "Provisioning Parts Breakdown/Recommended Spare Parts List" to enable Canada to order any spare parts required. The pricing in the RSPL is subject to verification and acceptance by the Contracting Authority. Upon request, the Contractor must substantiate the RSPL pricing through the provision of price support as detailed below.

The Contractor may update the pricing in the RSPL no more than once every **eighteen months** (the price period). The Contractor must submit the updated RSPL to the Contracting Authority for verification and acceptance at least 15 working days prior to the end of the price period. Upon request, the Contractor must submit Price Support for the RSPL as detailed below. If the updated pricing in the RSPL is accepted by the Contracting Authority, it will become valid on the first day of the next price period. In the event that the updated pricing in the RSPL is rejected, the Contractor may submit a new list in the following price period. The updated pricing in the RSPL will be rejected if the Contractor fails to substantiate the updated pricing in the RSPL through the provision of price support as detailed below.

6.1.3.3 Price Support for the RSPL

The Contractor must provide, on Canada's request, one or more of the following price support, if applicable:

- (a) a current published price list indicating the percentage discount available to Canada; or
- (b) copies of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
- (c) a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
- (d) Price Certification for the RSPL; or
- (e) any other supporting documentation as requested by Canada.

6.1.3.4 Price Certification for the RSPL

The Contractor certifies that the price proposed is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both.

6.1.4 Basis of Payment – Firm Hourly Rates - Rates for Change to the Work - Additional Work and Design Change

6.1.4.1 For Additional Work Requests (AWRs) and/or Design Change authorized as per the process specified at Article 24 - Changes to the Work, the Contractor will be paid in Canadian Funds with Applicable Taxes extra, the Contractor will be paid firm hourly rates specified at Annex B, Acquisition Contract Deliverables Pricing List, Firm ADIS Rates for Work Arising, Table for Firm Labour Rates for Design Changes/ Additional Work Requirements and Table for Mark-up Rates, for work performed in accordance with the Contract. Customs duties are included, if applicable and Applicable Taxes are extra.

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the work, with a limitation of expenditure that must be identified as part of the Contractor Task Proposal. The amount must be calculated as follows:

1. For direct work: actual hours worked at the corresponding hourly rate specified at Annex B, Acquisition Contract Deliverables Pricing List;
2. For material and other direct charges: actual Laid Down Cost, plus the corresponding mark-up rate specified at Annex B, Acquisition Contract Deliverables Pricing List.
3. For travel, living expenses and offsite meeting expenses - National Joint Council Travel Directive: the Contractor will be paid for actual expenses reasonably and properly incurred in the performance of the work specified by the task statement of work. The Contractor will be paid for the cost incurred, without any allowance for profit and/or overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njccnm.gc.ca/directive/travel-voyage/index-eng.php>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

6.1.4.2 All payments are subject to government audit.

6.1.4.3 Overtime

1. The Contractor must not perform any overtime under the Contract unless authorized via a Task Authorization. Any request for payment must be accompanied by a copy of the overtime authorization and a report containing the details of the overtime performed pursuant to the written authorization. Payment for authorized overtime will be calculated in accordance with this Article and Annex B, Acquisition Contract Deliverables Pricing List.
2. Emergency repairs/work requested to be performed at other than normal working hours shall be charged at the rate of 1.5 times normal time for overtime on normal days and weekends. Emergency repairs required on statutory holidays shall be charged a two times the normal rate. No premium overtime shall be charged unless authorized in writing by the Requisition Authority or the Contracting Authority, as applicable.

6.1.5 Lien - Section 427 of the Bank Act

For Canadian Based Bidders:

1. If any lien under section 427 of the *Bank Act*, S.C. 1991, c. 46, exists in respect to any materials, parts, work-in-process, or finished work for which the Contractor intends to claim payment, the Contractor agrees to inform the Contracting Authority without delay and agrees, unless instructed otherwise by the Contracting Authority, either:
 - (a) to cause the bank to remove such lien and to provide the Contracting Authority with written confirmation from the bank; or,
 - (b) to provide to the Contracting Authority an undertaking from the bank that the bank will not make any claim under section 427 of the *Bank Act* on materials, parts, work-in-process, or finished work in respect of which payment is made to the Contractor under the Contract.
2. Failure to inform the Contracting Authority of such lien or failure to implement paragraph 1(a) or (b) above will constitute default under the default section of the general conditions and will entitle Canada to terminate the Contract.

6.1.6 Discretionary Audit

1. The following are subject to government audit before or after payment is made:
 - (a) The amount claimed under the Contract, as computed in accordance with Annex B, Acquisition Contract Deliverables Pricing List.
 - (b) The accuracy of the Contractor's time recording system.
 - (c) The estimated amount of profit in any element where there is a negotiated arrangement (non-competitive) or amendment. The purpose of the audit is to determine whether the actual profit earned on the Contract, during a particular period selected, is reasonable and justifiable based on the estimated amount of profit included in the price or rate certification, as required.

If the audit demonstrates that the actual profit is not reasonable and justifiable, as defined above, the Contractor shall repay Canada the amount found to be in excess.

- (d) Any firm priced or firm lot priced element, firm time rate for which the Contractor has provided a "most favoured customer" certification. The purpose of such audit is to determine whether the Contractor has charged anyone else, including the Contractor's most favoured customer, lower prices, rates or multipliers, for like quality and quantity of goods or services. This does not preclude any subsequent assessment for any excess profit.
- 2. Any payments made pending completion of the audit shall be regarded as interim payments only and shall be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Contractor shall repay Canada the amount found to be in excess.

6.2 Method of payment

6.2.1 Milestone Payments

Annex B, Acquisition Contract Deliverables Pricing List, **CLIN-1 through CLIN-8:**

- 1. Canada will make milestone payments in accordance with the Milestones detailed in Annex B, Acquisition Contract Deliverables Pricing List of the Contract and the payment provisions of the Contract, up to one-hundred (100) percent of the amount claimed and approved by Canada 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 total amount for all payments paid by Canada does not exceed ninety (90) percent of the total amount to be paid under the Contract;
 - (c) all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;
 - (d) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.
- 2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.2.1.1 Milestone Payments (Task Authorizations)

For all Task Authorizations with Milestone Payments:

- (a) Canada will make milestone payments in accordance with the Schedule of Milestones detailed in each applicable Task Authorization and the payment provisions of the Contract, up to one-hundred (100) percent of the amount claimed and approved by Canada if:
 - i. 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;
 - ii. the total amount for all payments paid by Canada does not exceed ninety (90) percent of the total amount to be paid under the Contract;

- iii. all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- iv. all work associated with the milestone and as applicable any deliverables required have been completed and accepted by Canada.

(b) The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.2.2 Multiple Payments

Annex B, Acquisition Contract Deliverables Pricing List, items **CLIN-9, CLIN-10, CLIN-11, CLIN-12**, and should the options be exercised, Annex B, Acquisition Contract Deliverables Pricing List, items **OLIN-1 through OLIN-5**:

1. Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract, up to one-hundred (100) percent of the amount claimed and approved by Canada if:
 - a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - b. the total amount for all payments paid by Canada does not exceed ninety (90) percent of the total amount to be paid under the Contract;
 - c. all such documents have been verified by Canada;
 - d. the Work delivered has been accepted by Canada;
2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.3 Price Adjustment

- 6.3.1 For any additional periods, Canada and the Contractor will negotiate for such additional periods in accordance with Contract Cost Principles (SACC Manual General Condition 1031-2 (2012-07-16)), and the Contractor will be paid according with negotiated rates.

For Work performed outside of Canada, or in the event that the Contractor retains its financial records outside of Canada, the Basis of Payment for each additional period will employ the most favoured annual applicable sole source costing rates and markups negotiated and approved and applied by the Contractor's respective Government to its defence contracts.

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit, is included by reference and forms part of the Contract. Should the Contractor be based in a foreign country, for the additional periods, Canada will have the right to request annual audits and reviews from the respective foreign government.

7 Sacc Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C2000C (2007-11-30), Taxes - Foreign-based Contractor
C2610C (2007-11-30), Customs Duties – department of national Defence – Importer (for CLIN-9, CLIN-11 and OLIN-1 through OLIN-4)
C2800C (2013-01-28), Priority Rating
C2801C (2014-11-27), Priority Rating - Canadian-based Contractors

8 Invoicing Instructions

1. The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, Annex H The claim can be submitted electronically via email and shall be in a Portable Document Format (PDF).

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;
 - (d) the description and value of the milestone claimed as detailed in the Contract;
 - (e) for all claims for travel, a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
 - (f) a copy of the monthly progress report.
2. Applicable Taxes 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 Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
3. The Contractor must prepare and certify one copy of the claim on form PWGSC-TPSGC 1111, and forward it to the Requisition Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Requisition Authority will then forward the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.
4. The Contractor must not submit claims until all work identified in the claim is completed.

9 Exchange Rate Fluctuation Adjustment

9.1 Application

- 9.1.1 The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Contractor and which are to be included in the adjustment amount.
- 9.1.2 For each line item where an FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provisions of this clause.

- 9.1.3 The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the Contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to: FCC

Foreign Currency Component (per unit) i_0

Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1]) i_1

exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

Qty = quantity of units

- 9.1.4 The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the bid solicitation closing date.
- 9.1.5 For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment is due. The most recent noon rate will be used for non-business days.
- 9.1.6 The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments.
- 9.1.7 The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form PWGSC-TPSGC 450 (i.e. $[i_1 - i_0] / i_0$).
- 9.1.8 Canada reserves the right to audit any revision to costs and prices under this clause.
- 9.1.9 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.

10 Holdback/Stop Payment and Liquidated Damages – Industrial and Technological Benefits Commitments

10.1 Holdback

- 10.1.1 If the Contractor fails to meet any of its ITB Obligations under this Contract, the performance guarantees, in the form of holdbacks and/or stop payment detailed in Annex D- Acquisition Industrial and Technological Benefits Terms and Conditions, will apply.

10.2 Liquidated Damages

- 10.2.1 In respect of the failure to achieve any of the Commitments specified in Annex D – Acquisition Industrial and Technological Benefits Terms and Conditions Articles 3.1.1 to 3.1.5 and 3.1.6 by the end of the ITB Achievement Period, the Contractor shall pay to Canada as liquidated damages 10% of the Shortfall as detailed in Annex D- Industrial and Technological Benefits Requirements Terms and Conditions.

11 Certifications

11.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if 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.

11.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

11.3 Proactive Disclosure of Contracts with Former Public Servants (2013-03-21) A3025C

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

12 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (*Insert the name of the province or territory as specified by the Bidder in its bid, if applicable.*)

13 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) the supplemental general conditions 4001 (2015-04-01), Hardware Purchase, Lease and Maintenance;
- (c) the supplemental general conditions 4002 (2010-08-16), Software Development or Modifications Services;
- (d) the supplemental general conditions 4003 (2010-08-16), Licensed Software;
- (e) the supplemental general conditions 4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information;
- (f) the supplemental general conditions 4010 (2012-07-16), Services - Higher Complexity;
- (g) the general conditions [2030 \(2016-04-04\)](#), General Conditions - Higher Complexity – Goods;
- (h) Annex A, Statement of Work - Acquisition;
- (i) Annex B, Acquisition Contract Deliverables Pricing List;
- (j) Annex C, Security Requirements Check List;
- (k) Annex D, Acquisition Industrial and technological Benefits Terms and Conditions;
- (l) Annex G, Non-disclosure Agreement;

(m) the Contractor's bid dated _____

14 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16), Defence Contract

15 Foreign Nationals (Canadian Contractor)

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

OR

15 Foreign Nationals (Foreign Contractor)

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

16 Insurance

SACC Manual clause [G1005C](#) (2008-05-12), Insurance

17 Controlled Goods Program

SACC Manual clause [A9131C](#) (2014-11-27), Controlled Goods Program
SACC Manual clause [B4060C](#) (2011-05-16), Controlled Goods

18 Quality Assurance – Sacc Manual Clauses

Notice to the Bidder: As applicable, clauses below will be deleted from the resulting Contract if not applicable as a result of the location of the selected Bidder. For example, SACC Manual clause D5515C will be deleted in the event the selected Bidder is Canadian-based.

D5510C (2014-06-26), Quality Assurance Authority (DND) - Canadian-based Contractor;
D5515C (2010-01-11), Quality Assurance Authority (DND) - Foreign-based and United States Contractor;
D5545C (2010-08-16), ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code C);
D5540C (2010-08-16), ISO 9001:2008 Quality Management Systems - 2010-08-16 Requirements (Quality Assurance Code Q);
D5604C (2008-12-12), Release Documents (Department of National Defence) - Foreign-based Contractor;
D5605C (2010-01-11), Release Documents (Department of National Defence) - United States-based Contractor;
D5606C Release Documents (2012-07-16), (Department of National Defence) - Canadian-based Contractor;

19 Sacc Manual Clauses

B4042C (2008-05-12), Identification Markings
D2025C (2013-11-06), Wood Packaging Materials
D3010C (2016-01-28), Delivery of Dangerous Goods/Hazardous Products
D3015C (2014-09-25), Dangerous Goods / Hazardous Products – Labelling and Packaging Compliance
D6010C (2007-11-30), Palletization
D5328C (2014-06-26), Inspection and Acceptance
A9051C (2014-03-01), Existing Technical Publications - Translation (2014-03-01) A9051C

20 Release Documents - Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: (Technical Authority name to be provided at Contract award)

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2

E-mail: ContractAdmin.DQA@forces.gc.ca.

21 Shipping

21.1 Shipping Instructions – Delivery at Destination for Annex B, Acquisition Contract Deliverables Pricing List items CLIN-9, CLIN-11, and should the options be exercised, items OLIN-1 through OLIN-4

21.1.1 Goods must be consigned to the destination specified in the Contract and delivered:
Delivered Duty Paid (DDP) Montreal, QC, Incoterms 2010 for shipments from a commercial contractor.

21.1.2 The Contractor shall deliver the goods to Canadian Forces (CF) Supply Depots by appointment only. The Contractor or its carrier shall arrange delivery appointments by contacting the Depot Traffic Section at the appropriate location shown above. The consignee may refuse shipments when prior arrangements have not been made.

Notice to the Bidder: The article "Shipping Instructions – Delivery at Destination" will be finalized at time of award based on the location of the selected Bidder.

21.2 For Annex B, Acquisition Contract Deliverables Pricing List, items **CLIN-1 through CLIN-8, CLIN-10, CLIN-13 (if applicable)**

For hard copy versions of contract reports and publication deliverables (including manuals), Goods shall be consigned to the destination specified in the Contract (refer to Annex A, Appendix 1 Contract Data Requirements list), DDP (Gatineau PQ or Ottawa ON), Incoterms® 2000.

21.3 Delivery of Training

For Annex B, Acquisition Contract Deliverables Pricing List, item **CLIN-12**, and should the option be exercised, item **OLIN-5**,

Delivery of Training shall be in accordance with Annex A Statement of Work-Acquisition.

22 Canadian Customs Documentation

22.1 General

1. The Contractor shall provide two (2) copies of the Canada Customs Invoice (CCI) or two (2) copies of the commercial invoice marked "For Customs Purposes Only".
2. For shipments from the United States and Mexico that are of American, Mexican or Canadian origin, as defined by the North American Free Trade Agreement (NAFTA), and for shipments from Israel that are Israeli in origin, as defined by the Canada-Israel Free Trade Agreement (CIFTA), the Contractor shall provide proof of origin of the goods. This proof shall be in the form of a NAFTA or CIFTA Certificate of Origin for goods valued at C\$1,600 or more, or a simple statement on the invoice for goods valued at C\$1,600 or less. In either case, the document shall include an original signature and shall reference the contract number. For contracts valued at C\$250,000 or more, the proof of origin will not be required.

22.2 Completion of Documents

The CCI or commercial invoice shall include the following information:

- (a) complete description of the goods being shipped, including the applicable United States "Schedule B" codes or United States Harmonized Tariff Schedule codes;
- (b) value and terms of sale for each item (e.g. sale, loan, warranty, Incoterms® 2010), including value of repairs, warranty repairs or replacement costs;
- (c) the Contract number and financial codes (use Field 3 on the CCI form);
- (d) country of origin of goods;

- (e) when a NAFTA/CIFTA Certificate of Origin has been prepared, the "Description" field of the CCI or commercial invoice shall include a statement confirming that it has been completed and is attached to that invoice.

22.3 Distribution of Documents

1. The Contractor shall attach the following to shipping container No. 1 of all shipments using a waterproof envelope marked "Canada Customs Documentation":
 - (a) one (1) copy of the CCI or one (1) copy of the commercial invoice as applicable, and;
 - (b) one (1) copy of the NAFTA Certificate of Origin (if applicable).
2. The second copy of each of the above-mentioned forms shall be attached to the shipping documents.
3. A copy of the CIFTA Certificate of Origin shall be faxed to 1-800-306-1811 or emailed to DCBSCustoms@forces.gc.ca.

23 Government Supplied Technical Documents

- 23.1 If required, the Contractor must obtain the government drawings and publications or other technical documents from the nearest National Defence Quality Assurance Region office.
- 23.2 At contract completion, the Contractor must provide the Technical Authority with a list of all Department of National Defence-owned and/or supplied Canadian Forces Technical Orders and electronic data material, with a request for disposal instructions.

24 Change to the Work Processes

24.1 General

- 24.1.1 "Work" is a defined term specified in the 2030 (2016-04-04) General Conditions – Goods (Higher Complexity) which apply and form part of this Contract.
- 24.1.2 In the context of this Article, the Work requirements scope and baseline are specified at Annex A – Statement of Work, and the Work must be performed under the terms of this Contract.
- 24.1.3 Any change to the Work must be the result of one of the following:
- (a) Any change to the terms of the Contract or to the scope of the Work requires an approved Contract Change Proposal (CCP), as specified at Section 2 of this Article; and
 - (b) Subject to the scope definition of Annex A – Statement of Work, it is possible to task the Contractor with additional work, as specified at Section 3 of this Article.
- 24.1.4 The Contractor must not proceed with any scope change or additional work without the written authorization of the Contracting Authority. Any work performed without the Contracting Authority's written authorization is at the Contractor's sole risk and expenses.

24.2 Contract Change Proposal (CCP) Process

- 24.2.1 This section describes the process that must be used to communicate, accept and approve any change to this Contract.
- 24.2.2 To become effective, a Contract Change must have the written approval from, the Contractor and the Contracting Authority.
- 24.2.3 The Contract Change Proposal may be initiated by Canada, in which case the transaction will proceed through the following steps:
- 24.2.4 The Contracting Authority will provide the proposed change along with a Contract Change Proposal Form using the appropriate template.
- 24.2.5 Upon receipt of the proposed CCP, the Contractor must evaluate and communicate resource impact, schedule impact and cost impact that would result from the proposed change to the Work. The CCP form must be signed by a duly authorized Contractor representative.
- 24.2.6 Upon receipt of the impact identified by the Contractor, Canada will evaluate and may negotiate with the Contractor as necessary. As part of this negotiation process, the Contractor may be required to issue a revised impact statement along with an approved revised CCP form that must be signed by a duly authorized Contractor representative.
- 24.2.7 Upon agreement being reached, the Contracting Authority will sign and approve the CCP form and release a revised copy of all of the modified Contract pages.
- 24.2.8 The Contractor may initiate the Contract Change Proposal, in which case the transaction must proceed through the following steps:
- 24.2.8.1 The Contractor must submit the Contract Change Proposal, supported by specifications and drawings if necessary, and reasons for the submission, together with the estimated resources, the effect on the schedule and cost impact associated with the proposed change to the Work. A duly authorized Contractor representative must sign the CCP form using the appropriate template.
- 24.2.8.2 Upon receipt, Canada will evaluate and may negotiate with the Contractor as necessary. As part of this negotiation process, the Contractor may be required to issue a revised Contract Change Proposal along with an approved revised CCP form that must be signed by a duly authorized Contractor representative.
- 24.2.8.3 Upon agreement being reached, the Contracting Authority will sign and approve the CCP form and release a revised copy of all the modified Contract pages.

24.3 Additional Work Requirement Process

- 24.3.1 As and when required, and in accordance with the scope specified at Annex A – Statement of Work, the Contractor will be required to initiate and perform tasks based on additional requirements to be defined throughout the duration of the Contract. The Contractor must not commence activities until receiving a duly authorized Task Directive in accordance with this Tasking Requirement Process.
- 24.3.2 The following definitions are applicable to this Section 3, Tasking Requirement Process:

- 24.3.2.1 "Task Directive" (i.e., an approved "DND 626") is a document issued by the Contracting Authority to the Contractor to authorize a task within the scope and under the terms and conditions of this Contract. A sample of the Task Directive Form DND 626 is included at Annex E.
- 24.3.2.2 "Task Amendment" is a Task Directive that is used to modify the additional work initially approved under an existing Task Directive.
- 24.3.2.3 "Task Number" is a number assigned by Canada that will uniquely identify every Task Request. Once the task is approved, the same task number will be used by Canada to track each individual Task Directive and to monitor the work associated with it.
- 24.3.2.4 "Task Request" is a document issued by Canada requesting the Contractor to provide a price proposal for a Task under the scope of this Contract.
- 24.3.3 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 authorized Task Directive (DND 626) form. For authorized Limitation of Expenditure tasks, the Contractor must not perform any work or provide any services that would cause the total liability of Canada to exceed the said financial limitation, unless an increase is so authorized by a Task Amendment.
- 24.3.4 The Contractor may recommend additional work to Canada, and as applicable, should share information such as a draft statement of work.
- 24.3.5 A Task Request contains the following information:
- a. The ADIS Contract Number and the Task Number assigned by Canada;
 - b. The date of issuance of the Task Request, and the requested proposal date;
 - c. A statement of work that is specific to the requested task;
 - d. The associated priority level (urgent, routine);
 - e. The requested basis of payment (e.g., Limitation of expenditure, firm fixed price);
 - f. Indication of the task milestones with associated target completion dates; and
 - g. Acceptance criteria for the requested work.
- 24.3.6 Upon receipt of a Task Request from the Contracting Authority, the Contractor must:
- a. Acknowledge receipt in writing within five (5) working days. An electronic acknowledgment such as an e-mail is acceptable.
 - b. Issue a priced proposal to the Contracting Authority within twenty (20) working days of receipt of the Task Request, or after a period mutually agreed upon. The proposal must have sufficient details to facilitate review and approval, including but not limited to the following:
 - i. High-level description of the proposed work;
 - ii. An Engineering Change Proposal (ECP), if deemed required by the Contractor or requested by Canada;
 - iii. Work Breakdown Structure of the effort by contractual labor category;
 - iv. Cost proposal using the Contract rates specified at of Annex B, Acquisition Contract Deliverables Pricing List, broken down by labor category, and as applicable, including a list of material, parts, and other direct charges that are specific to the task statement of work; and
 - v. Proposed schedule.

24.3.7 Upon receipt of a Task Directive (i.e., approved DND 626 form) from the Contracting Authority, the Contractor must:

- a. Acknowledge receipt of the Task Directive within five (5) working days;
- b. Periodically communicate or report progress as requested by Canada;
- c. Notify the Contracting Authority, once a Limitation of Expenditure task has reached the 75% expenditure level, whether the remaining resources are expected to be sufficient to complete the task. Should more resources be required to complete the task, the Contractor must provide a Task Amendment Request to the Contracting Authority; and
- d. Notify the Contracting Authority and provide a Task Amendment Request if at any time the Contractor determines that a Limitation of Expenditure task expenditure level may be exceeded.

25 Liquidated Damages (to be completed at contract award)

SACC Manual Clause D0024C (2008-05-12), Liquidated Damages

1. If the Contractor fails to _____ (*insert "deliver the goods" or "perform the services"*) within the time specified in the Contract, the Contractor agrees to pay to Canada liquidated damages in the amount of \$ _____ for each calendar day of delay. The total amount of the liquidated damages must not exceed _____ percent of the contract price.
2. Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.
3. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.
4. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

26 Dispute resolution (to be completed at contract award)

SACC Manual Clause R2882D (2016-01-28), General Condition (GC) 8 - Dispute Resolution

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX A

STATEMENT OF WORK ACQUISITION

The Statement of Work (Annex A) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

Solicitation No. - N° de l'invitation
W8476-145109/A
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ANNEX B

ACQUISITION CONTRACT DELIVERABLES PRICING LIST

The Acquisition Contract Deliverables Pricing List (Annex B) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

Solicitation No. - N° de l'invitation
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W8476-145109

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File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX C

SECURITY REQUIREMENTS CHECK LIST

The Security Requirements Check List (SRCL) (Annex C) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX D

ACQUISITION INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB) TERMS AND CONDITIONS

The Acquisition Industrial and Technological Benefits Terms and Conditions (Annex D) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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Solicitation No. - N° de l'invitation
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Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
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W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX E

DND 626 TASK AUTHORIZATION FORM

The DND 626, Task Authorization Form (Annex E) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

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W8476-145109

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003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX F

SAMPLE MS OFFICE EXCEL SPREADSHEET FOR PERIODIC USAGE REPORTS – CONTRACTS WITH TASK AUTHORIZATION

The Sample MS Office Excel Spreadsheet for periodic Usage Reports – Contracts with Task Authorization (Annex F) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

ANNEX G

NON-DISCLOSURE AGREEMENT

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No _____ between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and _____, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: _____

Signature

Date

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
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ANNEX H

PWGSC-TPSGC 1111 FORM CLAIM FOR PROGRESS PAYMENT

DRAFT

ANNEX A

Statement of Work (SOW) - Acquisition for the Area Detection and Identification System (ADIS)

DND Document #: W8476 – 145109

RDIMS # 3320947

Prepared by:

CBRN Omnibus - PM Chemical Sensors
National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

TABLE OF CONTENTS

1.	INTRODUCTION.....	1
1.1.	SCOPE.....	1
1.2.	BACKGROUND.....	1
1.3.	PROJECT GOAL.....	1
2.	ADMINISTRATION	1
2.1.	GLOSSARY AND ACRONYMS	1
2.2.	REFERENCES.....	2
2.3.	GOVERNMENT FURNISHED MATERIALS	2
3.	GENERAL REQUIREMENTS	2
3.1.	MANDATORY REQUIREMENTS	2
3.2.	ACQUISITION CONCEPT OVERVIEW	2
3.3.	MAINTENANCE AND SUPPORT CONCEPT OVERVIEW.....	4
4.	ADIS PROJECT WORKFLOW	4
4.1.	PHASE 1 – MATURATION	4
4.1.1.	<i>Scope</i>	4
4.1.2.	<i>Workflow Outline.....</i>	4
4.1.3.	<i>Material Deliverables.....</i>	5
4.1.4.	<i>Data Deliverables.....</i>	5
4.2.	PHASE 2 – PRODUCTION	5
4.2.1.	<i>Scope</i>	5
4.2.2.	<i>Workflow Outline.....</i>	5
4.2.3.	<i>Material Deliverables.....</i>	5
4.2.4.	<i>Data Deliverables.....</i>	5
4.3.	PHASE 3 – IN-SERVICE SUPPORT.....	5
4.3.1.	<i>Scope</i>	5
5.	PROJECT MANAGEMENT.....	6
5.1.	PROJECT MANAGER	6
5.2.	PROJECT MANAGEMENT PLAN	6
5.2.1.	<i>Risk Assessment and Management</i>	6
5.3.	MASTER PROJECT SCHEDULE AND WORK BREAKDOWN STRUCTURE	6
5.4.	CONFIGURATION MANAGEMENT PLAN	76
5.5.	REQUEST FOR DEVIATION (RFD)/REQUEST FOR WAIVER (RFW)	76
5.6.	MONTHLY PROGRESS REPORTS	7
5.7.	ACTION ITEM REGISTER (AIR)	7
5.8.	MEETINGS, AUDITS AND TECHNICAL REVIEWS	7
5.8.1.	<i>Meeting Requirements.....</i>	7
5.8.2.	<i>Kickoff Meetings.....</i>	8
5.8.3.	<i>Audits and Technical Reviews.....</i>	98
5.9.	FUNCTIONAL AND PHYSICAL CONFIGURATION AUDITS (FCA/PCA)	109
5.9.1.	<i>Progress Review Meetings (PRM).....</i>	109
5.10.	LEXICON	10
6.	ENGINEERING.....	10
6.1.	SYSTEMS ENGINEERING MANAGER.....	10
6.2.	SYSTEM ENGINEERING MANAGEMENT PLAN.....	1140
6.3.	EQUIPMENT AND INTERFACE SPECIFICATIONS.....	1140
6.4.	SOFTWARE VERSION DESCRIPTION DOCUMENT (SVDD)	1140
6.5.	ADIS TEST AND EVALUATION	1140

Department of National Defence
Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)
Annex A – Statement of Work (Acquisition)

6.5.1.	<i>Test and Evaluation Master Plan (TEMP)</i>	<u>1140</u>
6.5.2.	<i>Verification Traceability Report</i>	<u>1140</u>
6.5.3.	<i>Verification Acceptance Criteria</i>	<u>11</u>
6.5.4.	<i>Qualification Tests</i>	<u>1244</u>
6.5.5.	<i>System Acceptance Test (SAT)</i>	<u>1244</u>
6.5.6.	<i>First Article Test (FAT)</i>	<u>1342</u>
6.6.	TECHNICAL DATA PACKAGE (TDP)	<u>1342</u>
6.7.	ENGINEERING CHANGE PROPOSAL (ECP)	<u>1413</u>
6.8.	SPECIFICATION CHANGE NOTICE (SCN)	<u>1413</u>
6.9.	ENVIRONMENTAL HEALTH AND SAFETY (EHS) MANAGEMENT	<u>1413</u>
6.9.1.	<i>Records Management</i>	<u>1544</u>
6.9.2.	<i>Environmental Health and Safety Assessment</i>	<u>1544</u>
6.9.3.	<i>Controlled Products</i>	<u>1544</u>
6.9.3.1.	<i>Controlled Products Definition</i>	<u>1544</u>
6.9.3.2.	<i>Controlled Products Compliance</i>	<u>1544</u>
6.9.3.3.	<i>Hazardous Material Restrictions</i>	<u>1544</u>
6.9.4.	<i>Regulated Components</i>	<u>1645</u>
6.9.4.1.	<i>Lithium Batteries</i>	<u>1645</u>
6.9.4.2.	<i>Non-Ionizing Radiation</i>	<u>1645</u>
7.	INTEGRATED LOGISTICS SUPPORT (ILS)	<u>1716</u>
7.1.	ILS PROGRAM	<u>1716</u>
7.1.1.	<i>ILS Program Manager (ILSM)</i>	<u>1716</u>
7.1.2.	<i>ILS Plan (ILSP)</i>	<u>1716</u>
7.1.3.	<i>ILS Review Meetings and Working Groups</i>	<u>1716</u>
7.2.	EQUIPMENT BREAKDOWN STRUCTURE (EBS)	<u>1716</u>
7.3.	CONFIGURATION ITEMS (CI)	<u>1716</u>
7.4.	CONFIGURATION STATUS ACCOUNTING REPORT (CSAR)	<u>1847</u>
7.5.	MAINTENANCE PLAN	<u>1847</u>
7.6.	RELIABILITY, AND MAINTAINABILITY (RAM) DATA	<u>1847</u>
7.7.	SERIAL NUMBER REGISTER	<u>1847</u>
7.8.	REQUEST FOR NOMENCLATURE – TYPE DESIGNATION	<u>1847</u>
7.9.	MARKING AND LABELLING	<u>1847</u>
7.9.1.	<i>General</i>	<u>1847</u>
7.9.2.	<i>Equipment Identification Plate Drawing</i>	<u>1948</u>
7.9.3.	<i>Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)</i>	<u>1948</u>
7.10.	PACKAGING AND HANDLING FOR TRANSPORTATION	<u>1948</u>
7.10.1.	<i>General</i>	<u>1948</u>
7.10.2.	<i>Packaging Data</i>	<u>1948</u>
7.11.	PROVISIONING SUPPORT	<u>2049</u>
7.11.1.	<i>Initial Provisioning Conference (IPC)</i>	<u>2049</u>
7.11.2.	<i>Provisioning Documentation</i>	<u>2049</u>
7.11.3.	<i>Supplementary Provisioning Technical Documentation (SPTD)</i>	<u>2049</u>
7.12.	EQUIPMENT ADVISORIES	<u>2049</u>
7.13.	MATERIAL CHANGE NOTICE (MCN)/OBSCOLESCENCE	<u>2049</u>
7.14.	ENGINEERING DRAWINGS AND ASSOCIATED LISTS	<u>2120</u>
7.15.	TECHNICAL PUBLICATIONS	<u>2120</u>
7.16.	NOTICE OF REVISION (NOR)	<u>2120</u>
7.17.	TRAINING	<u>2120</u>
7.17.1.	<i>Training Program</i>	<u>2120</u>
7.17.2.	<i>Training Development Working Group (TDWG)</i>	<u>2224</u>
7.17.3.	<i>Course Development</i>	<u>2224</u>
7.17.4.	<i>Pilot Course Validation</i>	<u>2224</u>
7.17.5.	<i>Initial Cadre Training (ICT)</i>	<u>2322</u>

Department of National Defence
Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)
Annex A – Statement of Work (Acquisition)

7.17.6.	<i>Support for Steady-State Training</i>	<u>2423</u>
8.	QUALITY ASSURANCE	<u>2423</u>
8.1.	QUALITY MANAGEMENT SYSTEM (QMS)	<u>2423</u>
8.2.	QUALITY ASSURANCE PLAN (QAP).....	<u>2423</u>
8.3.	QUALITY ASSURANCE INSPECTIONS AND AUDITS	<u>2423</u>
8.4.	DND QUALITY ASSURANCE REPRESENTATIVE (QAR)	<u>2423</u>
8.5.	QUALITY RECORDS RETENTION	<u>2423</u>
9.	DATA MANAGEMENT	<u>2524</u>
9.1.	DATA FORMAT	<u>2524</u>
9.2.	PRINTED MATTER.....	<u>2524</u>
9.3.	ELECTRONIC COPIES.....	<u>2524</u>
10.	DELIVERABLES	<u>2524</u>
10.1.	ADIS DELIVERIES	<u>2524</u>
10.2.	DATA DELIVERIES	<u>2524</u>
10.3.	DATA DELIVERY MILESTONES.....	<u>2625</u>
10.4.	MATURATION KICK-OFF MEETING (KO 1) AND SYSTEM REQUIREMENTS REVIEW (SRR). <u>2625</u>	
10.4.1.	<i>Purpose</i>	<u>2625</u>
10.4.2.	<i>Data Deliverables</i>	<u>2625</u>
10.5.	ILS WORKING GROUP (ILSWG 1).....	<u>2625</u>
10.5.1.	<i>Purpose</i>	<u>2625</u>
10.5.2.	<i>Data Deliverables</i>	<u>2726</u>
10.6.	INITIAL PROVISIONING GUIDANCE CONFERENCE (IPGC)	<u>2726</u>
10.6.1.	<i>Purpose</i>	<u>2726</u>
10.6.2.	<i>Data Deliverables</i>	<u>2726</u>
10.7.	PROGRESS REVIEW MEETING (PRM)	<u>2726</u>
10.7.1.	<i>Purpose</i>	<u>2726</u>
10.7.2.	<i>Data Deliverables</i>	<u>2726</u>
10.8.	PRELIMINARY DESIGN REVIEW (PDR)	<u>2726</u>
10.8.1.	<i>Purpose</i>	<u>2726</u>
10.8.2.	<i>Data Deliverables</i>	<u>2726</u>
10.9.	CRITICAL DESIGN REVIEW (CDR)	<u>2827</u>
10.9.1.	<i>Purpose</i>	<u>2827</u>
10.9.2.	<i>Data Deliverables</i>	<u>2827</u>
10.10.	TEST READINESS REVIEW 1 (TRR 1).....	<u>2827</u>
10.10.1.	<i>Purpose</i>	<u>2827</u>
10.10.2.	<i>Data Deliverables</i>	<u>2827</u>
10.11.	SYSTEM VERIFICATION REVIEW 1 (SVR 1).....	<u>2928</u>
10.11.1.	<i>Purpose</i>	<u>2928</u>
10.11.2.	<i>Data Deliverables</i>	<u>2928</u>
10.12.	INITIAL PROVISIONING CONFERENCE (IPC)	<u>2928</u>
10.12.1.	<i>Purpose</i>	<u>2928</u>
10.12.2.	<i>Data Deliverables</i>	<u>2928</u>
10.13.	TEST READINESS REVIEW 2 (TRR 2).....	<u>2928</u>
10.13.1.	<i>Purpose</i>	<u>2928</u>
10.13.2.	<i>Data Deliverables</i>	<u>2928</u>
10.14.	SYSTEM VERIFICATION REVIEW 2 (SVR 2).....	<u>3029</u>
10.14.1.	<i>Purpose</i>	<u>3029</u>
10.14.2.	<i>Data Deliverables</i>	<u>3029</u>
10.15.	SYSTEM VERIFICATION REVIEW 3 (SVR 3).....	<u>3029</u>
10.15.1.	<i>Purpose</i>	<u>3029</u>
10.15.2.	<i>Data Deliverables</i>	<u>3029</u>

Department of National Defence
Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)
Annex A – Statement of Work (Acquisition)

10.16.	FUNCTIONAL CONFIGURATION AUDIT (FCA)	<u>3029</u>
10.16.1.	Purpose	<u>3029</u>
10.16.2.	Data Deliverables	<u>3029</u>
10.17.	PHYSICAL CONFIGURATION AUDIT 1 (PCA)	<u>3029</u>
10.17.1.	Purpose	<u>3029</u>
10.17.2.	Data Deliverables	<u>3129</u>
10.18.	PRODUCTION KICKOFF MEETING (KO 2)	<u>3130</u>
10.18.1.	Purpose	<u>3130</u>
10.18.2.	Data Deliverables	<u>3130</u>
10.19.	TRAINING DEVELOPMENT WORKING GROUP (TDWG)	<u>3130</u>
10.19.1.	Purpose	<u>3130</u>
10.19.2.	Data Deliverables	<u>3130</u>
10.20.	FIRST ARTICLE TEST (FAT) REVIEW	<u>3231</u>
10.20.1.	Purpose	<u>3231</u>
10.20.2.	Data Deliverables	<u>3231</u>
10.21.	PHYSICAL CONFIGURATION AUDIT 2 (PCA)	<u>3231</u>
10.21.1.	Purpose	<u>3231</u>
10.21.2.	Data Deliverables	<u>3231</u>

1. INTRODUCTION

1.1. Scope

This Statement of Work (SOW) describes the tasks and deliverables required of the Contractor in order to develop, build and support the Area Detection and Identification System (ADIS) in accordance with the ADIS System Requirements Specification (SysRS).

1.2. Background

The Canadian Armed Forces (CAF) is required to sustain operations despite the threat or presence of chemical, biological, radiological or nuclear (CBRN) hazards. A cornerstone of the defence posture is an effective warning system that can provide an early warning so that soldiers can survive and operate under the chemical threat by adopting protective measures.

Defence Research and Development Canada (DRDC) Valcartier developed and patented a passive infrared double beam Fourier spectrometer system designed for standoff detection of chemical vapours, called the Compact Atmospheric Sounding Interferometer (CATSI) Engineering Development Model (EDM).

The CATSI EDM is the only solution that meets the CAF requirements for area detection and identification.

1.3. Project Goal

The goal of the ADIS project is to produce an improved and ruggedized version of CATSI EDM to a production model that matches operational requirements of military scenarios. This SOW is built on the extension of what was learned with the CATSI research prototype and on what is expected from current technologies.

ADIS will provide the capability to detect, identify and monitor airborne chemical warfare agents (CWA) and toxic industrial chemicals (TIC) from a 5 kilometres minimum distance.

Under direct or remote control, ADIS will:

- scan 360 degrees in azimuth both above and below the horizon;
- perform the detection and identification of airborne CWA or TIC;
- provide threat depiction on map displays;
- provide event reporting in accordance with ATP-45; and,
- when two or more systems are networked, provide range, threat dimension, and threat movement calculations.

2. ADMINISTRATION

2.1. Glossary and Acronyms

The Glossary of terms and acronyms used in this SOW are defined in Appendix AE References, Acronyms and Glossary (RAG).

2.2. References

The standards, specifications and publications identified in Appendix AE are applicable to the extent specified in this SOW.

Any documents in Appendix AE not specifically identified in the text of this SOW are to be considered as supplemental information.

In the event of a conflict between the text of this SOW and the references cited herein, the text of this SOW takes precedence.

In the event of inconsistency within the SOW, the Technical Authority (TA) will provide clarification.

Unless otherwise specified, the issue or amendment of documents effective for any proposed contract will be those in effect on the RFP closing date.

2.3. Government Furnished Materials

The Contractor will be provided with the following:

- a. Quantity 1 CATSI EDM Technical Data Package (TDP);
- b. Quantity 1 CATSI EDM Operations Manual;
- c. Quantity 1 CATSI EDM Maintenance Manual;
- d. CATSI Detection and Identification analysis software;
- e. DND forms:
 - i. DND 590 – Certificate of Validation;
 - ii. DND 591 – Certificate of Compliance;
 - iii. DND 642 – Certificate of Reproducible Copy;
 - iv. DND 675 – Request for Waiver or Deviation; and
 - v. DND 2515 – Certificate of Translation Accuracy Check.

3. GENERAL REQUIREMENTS

3.1. Mandatory Requirements

For the purposes of this SOW and reference documents, the following terminology apply: "must" or "shall", indicate a mandatory requirement; and "should" indicates a desired requirement.

3.2. Acquisition Concept Overview

A suggested overview of the ADIS work activities showing the major project milestones is illustrated in Figure 1, and explained in the following sections.

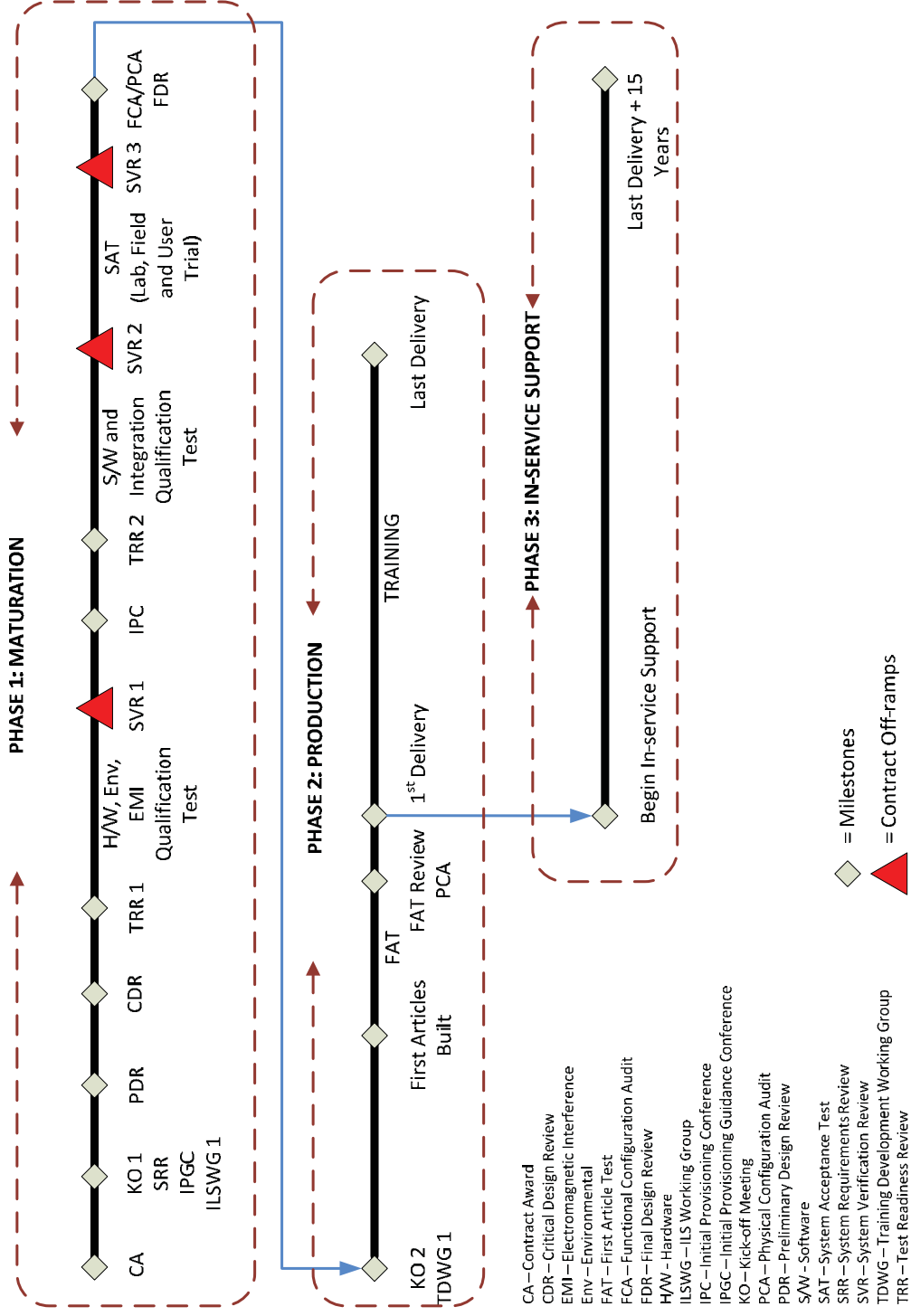


Figure 1 - ADIS Project Phases

3.3. Maintenance and Support Concept Overview

The ADIS Maintenance Concept embodies a "First Line Maintenance to Contractor" approach for completing maintenance support. This means that any system/subsystem of ADIS requiring maintenance beyond operator or first line maintenance will be returned to the Contractor for repair.

Operators and Integral Support will perform preventive and simple corrective maintenance activities that do not require any of the ADIS Line Replaceable Units (LRUs) to be opened or the use of special tools, e.g. sensor module, controller etc.. Items requiring maintenance beyond the simple corrective maintenance activities, requiring the LRUs to be opened, use of special tools and test equipment or requiring software upgrade will be sent to the Contractor for repair.

The Maintenance and Support Concept is contained in Appendix AD to this document.

4. ADIS PROJECT WORKFLOW

The ADIS project is divided into three phases, depicted in Figure 1. The sequence of events is described below.

In Phase 1, the Maturation Phase, the Contractor must design and build the ADIS prototypes, and develop new ADIS software. The Contractor must perform a series of hardware and software tests to verify the ADIS ruggedization and functionality. DND will test the system capabilities under laboratory and field conditions against the CATSI EDM. The results of the tests will determine whether DND will continue the project.

During Phase 2, the Production Phase, the Contractor must manufacture the first articles. The Contractor must perform First Article Tests to prove that the production line produces repeatable ADIS, and that the production articles do not differ in capability from the ADIS prototypes.

Phase 3 is the In-Service Support phase. The Contractor must support and maintain the ADIS in accordance with Volume 3, Annex A - In-Service Support (ISS) SOW.

Figure 1 depicts a project workflow that shows the work DND requires to be completed by the verification reviews. The figure is intended as a guide for the Contractor to create their master project schedule that provides a workflow achieving the same objectives.

4.1. Phase 1 – MATURATION

4.1.1. Scope

In Phase 1 the Contractor must design, build and test the ADIS prototypes, using the CATSI TDP as a reference guide, to include all hardware and software requirements that satisfy the SysRS.

4.1.2. Workflow Outline

The Contractor must meet the following Phase 1 milestones:

- a. Phase 1 Kick-off Meeting – within 1 Month After Contract Award (MACA);
- b. Preliminary Design Review – 3 MACA;

- c. Critical Design Review – 6 MACA;
- d. System Verification Review 1 (SVR1) – 12 MACA;
- e. System Verification Review 2 (SVR2) – 18 MACA;
- f. Functional and Physical Configuration Audit (FCA/PCA) – 21 MACA.

4.1.3. Material Deliverables

If phase 1 is successful there are no hardware deliverables. The Contractor must refurbish the ADIS prototypes during phase 2 to meet the final product baseline (PBL), and to deliver them as part of the 32 ADIS deliverables.

If phase 1 is not successful the Contractor must deliver all prototypes to DND in an “as is” condition.

4.1.4. Data Deliverables

During the course of phase 1, the Contractor must prepare and submit the project data per the CDRLs (Appendix AB to Annex A) and DIDs (Appendix AC to Annex A).

In the event that the acquisition contract is terminated, the Contractor must provide all technical data generated throughout phase 1.

4.2. Phase 2 – PRODUCTION

4.2.1. Scope

In phase 2, the Contractor must produce and deliver 32 ADIS and provide training.

4.2.2. Workflow Outline

The Contractor must meet the following major phase 2 milestones:

- a. First Article Test – 24 MACA;
- b. First ADIS Delivery – 25 MACA; and
- c. Final ADIS Delivery – 37 MACA.

4.2.3. Material Deliverables

In phase 2, the Contractor must deliver the following material:

- a. 32 ADIS; and
- b. Spare parts and consumables.

4.2.4. Data Deliverables

During the course of phase 2, the Contractor must prepare and submit the project data as per the CDRLs and DIDs.

4.3. Phase 3 – IN-SERVICE SUPPORT

4.3.1. Scope

In phase 3 the Contractor must provide in-service support under a separate contract in accordance with Volume 3, Annex A, Statement of Work (SOW) – In-Service Support (ISS).

5. PROJECT MANAGEMENT

5.1. Project Manager

The Contractor must designate a Project Manager (PM) with requisite authority within the Contractor's organization to plan, organize, direct, coordinate, execute, monitor, control, provide orderly resource management, communicate, report and manage risk, including Environment Health and Safety (EHS) risks, for all work required under the acquisition contract.

The PM must be the primary point of contact between the Contractor and the TA and Contracting Authority (CA) for all issues related to the work.

The PM must lead a team of key personnel that should ensure a successful project implementation. A project team must at least consist of the following positions:

A Lead Engineer (or System Engineering Manager)

An Electro Optical Specialist

A Lead Software Engineer

An ILS Manager

A Test Engineer

An ISS Manager

A Quality Assurance (QA) Manager

5.2. Project Management Plan

The Contractor must prepare and submit a Project Management Plan (PMP) in accordance with **CDRL PM-101/DID PM-101**.

The Contractor must manage the work associated with the Acquisition Contract and transition to the ISS Contract in accordance with the accepted PMP. The Contractor must manage all management plans, sub-plans, programs and systems contained in the SOW in accordance with the accepted PMP. The Contractor must co-ordinate the activities of the Acquisition Contract and ISS Contract to ensure that the outcomes are supportive and consistent.

5.2.1. Risk Assessment and Management

The Contractor must produce a risk register in order that the Contractor assess and control project risks, their levels and plans for mitigation in accordance with the approved PMP. The risk register must be reviewed by the Contractor at each progress review meeting or upon request by the TA.

The Contractor must assume full responsibility for conducting risk management in compliance with the accepted PMP. The Contractor must include and manage risks identified by Canada during the life of the Contract in the Contractor's risk management process. The Contractor must maintain and manage the risk registry that ranks the risks as per the accepted PMP

5.3. Master Project Schedule and Work Breakdown Structure

The Contractor must prepare and submit a Master Project Schedule and Work Breakdown Structure (MPS and WBS) in accordance with **CDRL PM-102/DID PM-102**.

The Contractor must use the WBS as the basis for organizing, controlling and reporting the progress of the work of the contract.

With the TA's approval, the Contractor must baseline the MPS at the kick-off meeting of each acquisition contract phase.

The Contractor must track and report actual progress against the baseline MPS in each monthly progress report or upon request by the TA.

5.4. Configuration Management Plan

The Contractor must prepare and submit a Configuration Management Plan (CMP) in accordance with **CDRL PM-106/DID PM-106**.

The contractor must maintain the integrity of the ADIS and related ILS elements throughout their lifecycle by systematically controlling the changes to configuration items in accordance with the accepted CMP. The Contractor must conduct the work in accordance with the accepted CMP. The Contractor must ensure that the CMP applies simultaneously to the Acquisition Contract and ISS Contract as well as must be identical during the period that these two Contracts are concurrently effective.

5.5. Request for Deviation (RFD)/Request for Waiver (RFW)

The Contractor must prepare and submit RFDs and RFW, as required, in accordance with **CDRL PM-108/DID PM-108**.

A RFD describes a requested departure from a contract requirement for a specified period of time and 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 retrofit.

5.6. Monthly Progress Reports

The Contractor must submit the Monthly Progress Report in accordance with **CDRL PM-103/DID PM-103**.

5.7. Action Item Register (AIR)

The Contractor must prepare and submit the updated AIR in accordance with **CDRL PM-104/DID PM-104**.

The Contractor must chronologically record in the AIR all action items (AI) arising from discussions, meetings, reviews, audits, working groups, and correspondence between DND's authorized representatives and the Contractor.

The Contractor must address and close out the AI that are assigned to the Contractor by the agreed upon date.

Both the TA and the Contractor must agree that the action has been fully addressed and completed before it may be annotated as 'completed' and 'closed'.

5.8. Meetings, Audits and Technical Reviews

5.8.1. Meeting Requirements

The Contractor must arrange and host meetings, audits, technical reviews and working groups required in this SOW.

For each meeting, audit and technical review the Contractor must ensure the following:

- a. **Readiness.** The Contractor must ensure that data, personnel and facilities are available for each meeting.
- b. **Representation.** The Contractor's representation at meetings must be suitable for addressing the subjects and issues that are the purpose of the meeting.
The representation must be expanded to support coincident meetings, for example, ILS working group meetings, as required.
- c. **Facilities.** The Contractor must arrange a meeting facility cleared to the appropriate security level, of a size sufficient to accommodate the attendees. Meetings may be held at the Contractor's, sub-contractor's, or DND facilities at the discretion of the TA.
Video or teleconferencing should be used where possible.
- d. **Chairperson.** The TA or its authorized representative will chair the meetings, unless otherwise specified.
- e. **Authority.** The Contractor's PM or his appointed representative must be present at all meetings.
- f. **Agendas.** The Contractor must prepare and submit a Meeting Agenda for each meeting in accordance with **CDRL PM-105/DID PM-105**. The Contractor must ensure that site visits and meetings be combined whenever possible.
- g. **Meeting Documentation.** The Contractor must prepare and distribute meeting documentation, all presentations, reports, documents, view graphs, handouts and other materials to be presented, to each meeting attendee in accordance with **CDRL PM-105/DID PM-105**.
- h. **Minutes.** The Contractor must record and submit the minutes to the TA in accordance with **CDRL PM-105/DID PM-105**.

Section 10 of this document identifies the prerequisite and follow-on data deliverables for each review meeting.

5.8.2. Kickoff Meetings

The Contractor must host a Maturation Kick-off Meeting (KO 1) at Contractor's facilities within fifteen working days following Contract Award to begin the maturation phase.

The Contractor must host a Production Kick-off Meeting (KO 2) at the Contractor's facilities within fifteen working days of receiving approval to begin the production phase.

The Contractor must include, but not be limited to, the following Kick-off meeting agenda items:

- a. Project Phases;
- b. Project Management;
- c. Risk Management;
- d. Configuration Management;
- e. Schedule and Milestones;
- f. Technical Requirements (SysRS);
- g. Integrated Logistics Support;

- h. Training; and
- i. Hardware and data deliverables;

5.8.3. Audits and Technical Reviews

The Contractor must host audits and technical reviews using MIL-STD-1521 as a guide. The Contractor must arrange and host Technical Review Meetings (TRM) on an as required basis. As a minimum, the following technical reviews must be conducted prior to delivery of the equipment in accordance with Figure 1 to ensure that the overall system meets contractual performance requirements:

System Requirements Review (SRR): The SRR is held to verify that the system requirements have been completely and properly addressed and understood; to identify any items that are to be designed or modified; and confirm suitability of Test and Evaluation and life-cycle support strategies. This review will take place at the Maturation Kickoff Meeting;

Preliminary Design Review (PDR): The PDR is held to evaluate the progress, technical adequacy, general compliance with requirements and risk resolution of the selected design approach.

Critical Design Review (CDR): The CDR is conducted to evaluate the design against the detailed requirements when the detailed design is essentially complete. The purpose is to determine that the final design satisfies the performance and physical requirements.

Test Readiness Review (TRR): The TRR is held to examine the qualification test procedures that will be applied to prototypes to verify design against the requirements, verify that the test equipment is available and the test facilities are identified. Updates, if any, to accepted formal test and evaluation documentation are presented. Previous informal engineering test results are also reviewed to form a satisfactory basis for the Contractor to proceed into formal testing.

System Verification Review (SVR): The SVR is held to review the results of the qualification and system acceptance tests. A GO/NOGO decision is made by the TA at the end of each SVR deciding whether, depending on the test results, to continue the project.

Functional Configuration Audit (FCA): The FCA is a formal audit to validate that the development of the configuration items (CI) has been completed satisfactorily and that the CI have achieved the performance and functional characteristics specified in the SysRS.

Physical Configuration Audit (PCA): The PCA is the formal examination of the as-built item against its design documentation in order to establish a Product Baseline (PB). After the successful completion of the PCA, any subsequent changes to the PB must be processed through an engineering change proposal (ECP), described below.

The Contractor must finalize with DND's authorized representatives what prerequisite and follow-on data deliverables are required for each of these meetings at the Kick-off Meeting.

The Contractor must resolve all discrepancies identified during the conduct of these technical reviews unless explicitly waived by the TA.

5.9. Functional and Physical Configuration Audits (FCA/PCA)

The Contractor must host the FCA and PCA following the successful SVR 3. The Contractor must produce the FCA and PCA agendas for each audit. DND will produce the FCA/PCA check-lists, to be provided to the Contractor as information.

The Contractor must submit the FCA and PCA minutes following completion of each audit, and submit an updated AIR.

During the FCA and PCA, DND will produce non-conformance reports. The Contractor must resolve all non-conformities before DND accepts the ADIS and authorises full production.

5.9.1. Progress Review Meetings (PRM)

The Contractor must convene the first PRM within three (3) months following the Kick-Off Meeting (KO1) and subsequent meetings no less frequent than on a quarterly basis in order to formally report progress to Canada. All PRMs must be held at the Contractor's facility unless an alternative location is agreed to between the Contractor and Canada. All PRMs will be co-chaired by the Contractor and the Contracting Authority. Canada may be accompanied to these meetings by non-governmental personnel, such as outside consultants and other Contractors, providing support services to Canada. The Contractor must conduct unscheduled PRMs, as agreed to and co-ordinated between the Contractor and the Contracting Authority, to examine specific problems, provide decisions if needed, or assess progress in specific areas of the Contract.

The Contractor must prepare and submit meeting minutes and agenda for each PRM in accordance with **CDRL PM-105/DID PM-105**.

5.10. Lexicon

The Contractor must develop and maintain a Lexicon in accordance with **CDRL PM-107/DID PM-107**. The Lexicon must establish the terminology of ADIS in both French and English to be used in all documents.

The DND approved references for producing Canadian bilingual terms are:

- a. TERMIUM®: <http://termium.gc.ca/>;
- b. Ernst Comprehensive Dictionary of Engineering and Technology;
- c. The Canadian Oxford Dictionary (English); and
- d. Dictionnaire Le Petit Robert (français).

6. ENGINEERING

This section describes the requirements for Systems Engineering (SE) work that the Contractor must carry out. The Contractor has the responsibility for complete system design, engineering and integration to ensure that all sub-systems, when assembled and operating as a complete system, meet the overall requirements of the SysRS.

6.1. Systems Engineering Manager

The Contractor must appoint a Systems Engineering Manager (SEM) or a Lead Engineer with the responsibility and authority to manage all work required under the engineering program for all phases of the acquisition contract.

6.2. System Engineering Management Plan

The Contractor must prepare, submit and execute a System Engineering Management Plan (SEMP) in accordance with **CDRL SE-301/DID SE-301**.

The Contractor must use the accepted SEM to guide the systems engineering program during the performance of the Contract.

6.3. Equipment and Interface Specifications

The Contractor must prepare and deliver an ADIS Equipment Specification in accordance with **CDRL SE-313/ DID SE-313**.

The Contractor must prepare and deliver an ADIS Interface Control Document (ICD) in accordance with **CDRL SE-314/DID SE-314**.

6.4. Software Version Description Document (SVDD)

The Contractor must produce a SVDD in accordance with **CDRL SE-306/DID SE-306** for all Computer Software Configuration Item (CSCI).

6.5. ADIS Test and Evaluation

The Contractor must establish, implement and manage a verification program consistent with the work requirements of this SOW.

6.5.1. Test and Evaluation Master Plan (TEMP)

The Contractor must prepare, submit and execute a TEMP in accordance with **CDRL SE-302/DID SE-302**.

The Contractor must use the accepted TEMP to guide the test program during the performance of the Contract.

6.5.2. Verification Traceability Report

The Contractor must produce a verification traceability report from SysRS requirements through to the test procedures and test reports in accordance with **CDRL SE-312/DID SE-312**.

6.5.3. Verification Acceptance Criteria

The Contractor must perform all tests identified below and submit the test reports to the TA. The TA will accept, conditionally accept or reject the test results:

- a. To be accepted, the test must have been conducted in accordance with the approved test procedure and the reported results must meet the pass criteria stated in the approved test procedures.
- b. Conditional acceptance means that the result(s) can be accepted as having met the pass criteria if specified corrective actions by the Contractor are taken. The Contractor must enter into the AIR such action items and resolve all action items before final acceptance is granted. The TA may require regressive testing to verify the resolution.

- c. Test results will be rejected if the test was conducted in accordance with the approved test procedure, and the unit under test did not meet the pass criteria stated in the test procedure. The Contractor must perform a failure analysis to determine the cause of the failure, and take corrective action. The test must be repeated in accordance with the approved test procedure and the unit under test must meet the pass criteria. The Contractor must enter the incident into the AIR and resolve the incident before the TA accepts the test results.

6.5.4. Qualification Tests

Qualification tests are performed on the ADIS prototypes to verify that ADIS meets requirements of the SysRS.

The Contractor must conduct all necessary tests, demonstrations, inspections and analyses to verify each SysRS requirement in accordance with the Verification Cross Reference Matrix (VCRM) located in Section 4 of the SysRS.

The qualification tests must be performed in two phases;

- a. Hardware and ruggedization tests to verify the system hardware elements as well as the environmental engineering and electromagnetic environmental effects. The Contractor must present the results of this group of tests at SVR1; and
- b. Software and networking tests to verify the system software and networking capability. The Contractor must present the results of this group of tests at SVR2.

Prior to testing, the Contractor must prepare and submit Qualification Test Procedures (QTP), for TA approval, in accordance with **CDRL SE-303/DID SE-303**, and conduct each test, demonstration, inspection and analysis in accordance with the approved QTP.

The Contractor must formally notify the TA at least 20 working days in advance of each test or group of tests.

The Contractor must allow the TA, his representatives and chosen technical experts to witness all tests and evaluations, including those conducted at an independent facility.

Following the completion of each phase of testing, the Contractor must prepare and submit the Qualification Test Report (QTR), for TA approval, in accordance with **CDRL SE-304/DID SE-304** for presentation at each respective system verification review.

6.5.5. System Acceptance Test (SAT)

Following the successful completion of SVR 2, DND will arrange and perform a SAT on the ADIS prototypes. The SAT will consist of two parts: 1) a laboratory test to determine the detection and identification performance of the Contractor designed and built ADIS prototypes with chemical compounds; and 2) a user trial to compare the detection and identification performances of the Contractor designed ADIS prototypes and the DND-owned CATSI EDM in the field at detection distances up to 5 km.

The SAT will take place at DRDC-Valcartier, in Quebec City.

The ADIS prototypes will undergo detection and identification verifications in the laboratory using actual CWA and simulants.

The Contractor must use the results of the laboratory tests to optimize the ADIS detection and identification software algorithm parameters, and to make any other required hardware or optics adjustments before entering the field and user trial portion of the SAT.

The Contractor must provide at least two ADIS prototypes to ensure network and ranging capabilities, support equipment, an operator and support staff to operate the ADIS prototypes.

The Contractor must provide the TA with a minimum notice of two months if SAT will need to be delayed.

The TA will provide the SAT Procedures document to the Contractor at least 30 working days prior to SAT.

The TA will present the SAT Report at the third System Verification Review (SVR 3).

The Contractor must provide its comments on the SAT Report within 15 working days of receipt of the report.

6.5.6. First Article Test (FAT)

Once the first production ADIS is manufactured, the Contractor must submit the first article to FAT. FAT is a subset of the qualification tests performed to verify that the as-built production ADIS meets the SysRS.

The Contractor must prepare and submit a First Article Test Procedure (FATP) in accordance with **CDRL SE-310/DID SE-303**.

The Contractor must plan and conduct FAT on the first production ADIS, in accordance with the approved TEMP and FATP.

The Contractor must formally notify the TA at least twenty (20) working days in advance of each test or group of tests.

The Contractor must allow the TA, his representatives and chosen technical experts to witness all tests and evaluations, including those conducted at an independent facility.

The Contractor must record all FAT evaluations and provide a First Article Test Report (FATR) in accordance with **CDRL SE-311/DID SE-304**. The FAT results will be reviewed at the First Article Test Review before the production phase PCA.

6.6. Technical Data Package (TDP)

The TDP captures the engineering and technical data required to produce, maintain, modify, test, qualify, calibrate and identify material for all end items. The TDP is used to support engineering, production, and in-service support activities. The TDP consists of:

- a. Engineering drawings and associated lists;
 - i. Design drawings;
 - ii. Assembly drawings;
 - iii. Assembly procedures;
 - iv. Special tools and test equipment;
- b. Hardware and Software specifications;

- c. Supplemental provisioning technical documentation;
- d. Test procedures;
- e. Quality control and inspection procedures;
- f. Optical alignment procedures;
- g. Operator and maintenance manuals, user guides and kit lists.

The Contractor must prepare and submit a TDP in accordance with **CDRL SE-307/DID SE-307**. Design changes to reflect ADIS must be documented through the revision of existing documentation and, as necessary, through the development and release of new drawings.

6.7. Engineering Change Proposal (ECP)

The Contractor must prepare and submit, as required, ECPs in accordance with **CDRL SE-308/DID SE-308**.

For each Class I ECP that changes the fit, form, function or the specified performance limits of the subject component or system, the Contractor must submit an impact analysis on cost, schedule, ILS, project deliverables and EHS for the TA's approval.

Class II ECPs that do not change fit, form, function or the specified performance limits do not need the TA's approval, but must still provide the analysis as information.

In the event that the TA considers an engineering change has an impact on the ability of the System to satisfy the SysRS, the TA reserves the right to:

- a. Require that regression testing be performed; and
- b. Evaluate the impact of the change to the PB.

6.8. Specification Change Notice (SCN)

Each time the Contractor makes a change to a deliverable document the Contractor must prepare and submit an SCN in accordance with **CDRL SE-309/DID SE-309** to describe the changes.

6.9. Environmental Health and Safety (EHS) Management

The Contractor must implement and maintain an Environmental, Health and Safety (EHS) management system to control EHS impacts resulting from their activities, products or services in support of the acquisition contract.

The Contractor must 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. ISO 14001 - Environmental Management Systems; Requirements with Guidance for Use - is a benchmark for an effective environmental management system (EMS) applicable to all types and sizes of organizations. Certification to this standard is preferred but not necessary.

EHS considerations must be incorporated and documented into the decision making process for the work performed under the acquisition contract.

The Contractor must ensure that specifications, standards, support documents, training programs, test programs and disposal instructions are reviewed for EHS compliance, and

appropriate EHS warnings and instructions in direct relation to the EHS risks are presented in the contents.

The Contractor must incorporate appropriate EHS warnings and instructions in direct relation to the EHS risks presented in the contents of any new or amended support documentation, such as Canadian Forces Technical Orders (CFTO).

The TA has 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.

6.9.1. Records Management

The Contractor must keep accurate and complete EHS records, which must, upon request, be made available to the TA or Inspection Authority.

The Contractor must provide their EHS records upon formal request by the TA at any time during the performance of the acquisition contract and for a period of two years thereafter.

6.9.2. Environmental Health and Safety Assessment

The Contractor must prepare and submit an EHS Assessment (EHSA) for TA approval in accordance with **CDRL SE-305/DID SE-305**.

6.9.3. Controlled Products

6.9.3.1. Controlled Products Definition

The definition of a controlled product is found in Appendix AE- References Acronyms and Glossary (RAG).

6.9.3.2. Controlled Products Compliance

The Contractor must avoid the use of any controlled products, as part of the work under the acquisition contract, where feasible and as dictated by regulatory requirements.

The Contractor must not increase the EHS impact or the number of controlled products in any changes to the existing configuration during in-service support without authorization from the TA.

6.9.3.3. Hazardous Material Restrictions

The following specified hazardous substances are restricted in the following manner:

1. Asbestos and Polychlorinated Biphenyls (PCBs) must not be incorporated into the ADIS design, operation or maintenance of equipment, products, or support services.
2. Mercury and its compounds are listed as a toxic substance in Schedule 1 to the Canadian Environmental Protection Act, 1999. Consequently, the Contractor must comply with the following requirements:
 - a. All Goods sold to DND should not contain mercury or its compounds, where technically feasible (i.e. fit, form and function requirements are met);
 - b. For each case where Goods contain mercury or its compounds, the Contractor must submit a statement that it is not technically feasible to use mercury-free Goods in its place, and explain why;
 - c. Where the Goods contains mercury or its compounds, in any shape or form, or where its operation or maintenance requires the use of mercury or its

compounds, the Contractor must provide in tabular format, to the TA, the following for each occurrence of mercury or its compounds:

- i. Identification of the Goods as containing mercury or its compounds;
 - ii. NATO Stock Number of the Goods, if available;
 - iii. Description of the Goods;
 - iv. Manufacturer of the item or part containing mercury or its compounds;
 - v. Manufacturer part number of the item or part containing mercury or its compounds;
 - vi. National Supply Code for Manufacturers (NSCM) / Commercial and Government Entity (CAGE) Code of the manufacturer of the item or part containing mercury or its compounds;
 - vii. Description of the mercury or its compounds of the item or part containing mercury or its compounds;
 - viii. The form of mercury or its compounds (e.g. liquid, vapour, amalgam, metal halide);
 - ix. The location of the mercury or its compounds on or in the item or part containing mercury or its compounds;
 - x. The amount of mercury or its compounds; and
 - xi. Material Safety Data Sheet (MSDS) in accordance with **CDRL IL-529/DID IL-529**.
- d. The Contractor must ensure that Goods containing mercury or its compounds are labelled in a readily visible location identifying that the item contains mercury or its compounds. The label must be bilingual, in French and English.

6.9.4. Regulated Components

6.9.4.1. Lithium Batteries

If any Lithium or Lithium-polymer batteries are used, then the procedures in C-02-008-001/TS-000, General Safety Lithium Batteries Handling, Storage Preservation and Disposal Instructions must be used.

6.9.4.2. Non-Ionizing Radiation

The Contractor must identify and classify each non-ionizing radiation source that is an element of ADIS, providing this information to the TA initially as part of the Kick-Off Meeting documentation package and confirming the information as part of the CDR documentation package.

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, CFTO C-55-040-001/TS-001, Radio Frequency Safety Program ("DAOD 3026-1, Radio Frequency Radiation Safety" refers). The Contractor requirements are detailed in the System Requirements Specification (SysRS) for the Area Detection and Identification System (ADIS), (Appendix AA to Annex A).

7. INTEGRATED LOGISTICS SUPPORT (ILS)

7.1. ILS Program

DND's objective for the Contractor's ILS Program is to ensure that the Contractor provides the required level of logistics support to achieve the operational requirements of the system.

The Contractor must develop during the acquisition contract an ILS Program to plan, control, implement and maintain the necessary logistics support requirements of ADIS throughout life under the ISS contract.

7.1.1. ILS Program Manager (ILSM)

The Contractor must designate an ILSM with authority to plan, execute and monitor all ILS work under the acquisition contract.

The Contractor's ILS Manager must be the point of contact between the Contractor and the DND ILS Manager.

7.1.2. ILS Plan (ILSP)

The Contractor must prepare and submit an ILS Plan to the TA, in accordance with **CDRL IL-501/DID IL-501**.

The ILSP will address, apply to, and be in effect for all acquisition and ISS activities. This includes all Initial Product Support activities and must detail the strategies, methodologies, processes and organization that the Contractor will employ to complete the work requirements of acquisition and ISS.

7.1.3. ILS Review Meetings and Working Groups

The Contractor must host an ILS working group (ILSWG) following the maturation phase Kick Off meeting. This meeting is for the purpose of coordinating the Contractor and DND ILS effort.

The Contractor must host ILS review meetings to be held on an as-required basis. When required, the ILS review meetings should be scheduled to follow the PRMs.

For each ILS meeting the Contractor must prepare an agenda, meeting documentation, meeting minutes, and an updated AIR in accordance with paragraph 5.8.1 of this SOW.

7.2. Equipment Breakdown Structure (EBS)

The Contractor must prepare and submit an ADIS EBS in accordance with **CDRL IL-526/DID IL-526**.

The Contractor must submit an updated EBS when the system configuration changes.

7.3. Configuration Items (CI)

The definition of CI is contained in Appendix AE. The Contractor must select the hardware CIs and Computer Software CI (CSCI) for the project.

The CI/CSCI list must be approved by the TA.

CI/CSCI must be identified in the EBS, supporting provisioning documentation and listed in the Configuration Status Accounting Report (CSAR).

The Contractor must propose amendments and updates to the CI/CSCI list to match the support concept developed through the ILS Program.

7.4. Configuration Status Accounting Report (CSAR)

The Contractor must establish and maintain a Configuration Status Accounting system.

The Contractor must prepare and submit a CSAR in accordance with **CDRL IL-527/DID IL-527**.

7.5. Maintenance Plan

The Contractor must prepare and submit an ADIS Maintenance Plan in accordance with **CDRL IL-502/DID IL-502** and the maintenance and support concept contained in Appendix AD to Annex A, Maintenance and Support Concept. The Maintenance Plan must address hardware and software maintenance tasks and activities.

7.6. Reliability, and Maintainability (RAM) Data

The Contractor must prepare and submit ADIS RAM Data in accordance with **CDRL IL-503/DID IL-503**.

The Contractor's work must encompass all of the activities necessary to achieve the system Reliability, Maintainability, Built-in Tests (BITs) and Service Life performance required by the SysRS.

7.7. Serial Number Register

The Contractor must establish and maintain a registry for all information associated with the serialization and delivery of ADIS in accordance with **CDRL IL-504/DID IL-504**.

The Contractor must provide a revised copy of the register to the TA with each equipment shipment and upon request.

The Contractor must retain the serial number register for 36 months following the end of the acquisition contract.

7.8. Request for Nomenclature – Type Designation

The Contractor must prepare and submit a Request for Nomenclature in accordance with **CDRL IL-505/DID IL-505** to obtain Joint Electronic Type Designation Automated System (JETDAS) designation (nomenclature).

7.9. Marking and Labelling

7.9.1. General

The Contractor must label and mark ADIS, including all associated accessories and Special Tools and Test Equipment (STTE), in accordance with D-02-002-001/SG-001 and the DND approved equipment identification plate data.

The Contractor must prepare and submit Marking Data for Storage and Shipment in accordance with **CDRL IL-508/DID IL-508**.

The Contractor must affix a permanent Bar Code to each uniquely identifiable procurable item and Maintenance Significant Item (MSI) within it in accordance with D-LM-008-002/SF-001.

7.9.2. Equipment Identification Plate Drawing

The Contractor must prepare and submit an Equipment Identification Plate drawing in accordance with **CDRL IL-506/DID IL-506**.

The Contractor must arrange for the manufacture of all equipment identification plates and affix them prior to delivery.

7.9.3. Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)

The Contractor must affix a permanent Bar Code to unit, intermediate and shipping containers, in accordance with D-LM-008-002/SF-001.

The Contractor must prepare and submit a Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data) in accordance with **CDRL IL-507/DID IL-507** for all items requiring identification with the Unique Identification of Items (UII) mark.

The Contractor must apply the UII mark, to the identification plate for those items marked with identification plates.

The UII must be prepared in accordance with NATO STANAG 2290.

7.10. Packaging and Handling for Transportation

7.10.1. General

The Contractor must use the most economical means for packaging of batch quantities as well as grouping of items/ systems.

The Contractor must prepare and package all deliverable equipment, spare parts and consumables in accordance with D-LM-008-036/SF-000 Minimum Requirements for Manufacturer's Standard Pack.

The Contractor must seek approval from the TA with regards to the packaging and shipping methods as it relates to issues such as batch quantities and grouping of items/systems.

Unless otherwise authorized by the TA, all spare parts must be individually packaged, with each package bearing a label with the item name, NSN, manufacturer part number, bar code and shelf-life (if applicable).

The Contractor must provide the level of packaging for major sub-components in accordance with the provisions of D-LM-008-036/SF-000.

The Contractor must affix a Bar Code to each shipping package/container to identify its contents.

7.10.2. Packaging Data

The Contractor must prepare and submit packaging data for all transit cases and shipping containers, spare parts, bulk items, STTE and training equipment and consolidation containers that are to be shipped to or stored in a facility owned by DND in accordance with **CDRL IL-509/DID IL-509**.

The Contractor must provide all the required Packaging Instructions in accordance with CAF Packaging Specification D-LM-008-001/SF-001.

7.11. Provisioning Support

7.11.1. Initial Provisioning Conference (IPC)

The Contractor must arrange and host an Initial Provisioning Guidance Conference (IPGC), concurrent with KO 1, to review the requirements of the IPC.

The Contractor must arrange and host an IPC meeting to review the Provisioning Parts Breakdown and Recommended Spare Parts List (PPB/RSPL) and related provisioning data. The IPC must be held at the Contractors facility so that the necessary technical data and items will be readily available during the meeting. The IPC will verify the configuration of the equipment, examine provisioning issues, select depth and range of spares and address cataloguing issues.

7.11.2. Provisioning Documentation

The Contractor must prepare and submit a Provisioning Parts Breakdown (PPB)/Recommended Spare Parts List (RSPL) for ADIS in accordance with **CDRL IL-510/DID IL-510**.

7.11.3. Supplementary Provisioning Technical Documentation (SPTD)

The Contractor must prepare and submit SPTD in accordance with **CDRL IL-511/DID IL-511** for each CI, spare part, consumable item and STTE procured by DND that has not already been assigned a NATO Stock Number (NSN).

The SPTD will be used in the cataloguing process to uniquely identify each item considered for provisioning so that it can be correctly catalogued and assigned an NSN.

7.12. Equipment Advisories

The Contractor must provide the TA with a copy of every Technical Advisory Bulletin, Alert, Service Bulletin, Spare Parts Bulletin and other such military or commercial advisory related to the equipment being delivered and repaired in the acquisition contract and issued by either the Contractor or its suppliers, with an impact assessment in accordance with **CDRL IL-512/DID IL-512** for the duration of the acquisition contract.

7.13. Material Change Notice (MCN)/Obsolescence

The Contractor must prepare and submit an MCN in accordance with **CDRL IL-513/DID IL-513** to inform the TA of each change to accepted provisioning data, including anticipated obsolescence for the duration of the acquisition contract.

The Contractor must submit an MCN for changes to any of the following data elements:

- a. Indention code;
- b. Item name;
- c. Manufacturer's reference number;
- d. NATO Supply Code for Manufacturer (NCSM/Commercial and Government Entity (CAGE) Code);
- e. Contractor's part number;
- f. Quantity per assembly;
- g. Reference designation number; and
- h. Unit of issue.

For the duration of the acquisition contract, the Contractor must be cognizant of the availability of the parts comprising the system/equipment and must warn the TA of parts recommended for provisioning that are no longer manufactured, have become obsolete or are expected to become obsolete within two years.

Six months prior to the expiry date of the acquisition contract, the Contractor must prepare a detailed list of all parts that are expected to become obsolete within two years after the expiry of the acquisition contract. The Contractor must prepare and submit this information using the MCN.

7.14. Engineering Drawings and Associated Lists

The Contractor must prepare and submit Level 3 Engineering Drawings and Associated Lists defining ADIS in accordance with **CDRL IL-514/DID IL-514**.

7.15. Technical Publications

The Contractor must prepare and submit a bilingual, English and French, Operators Manual in accordance with **CDRL IL-515/DID IL-515**.

The Contractor must prepare and submit a bilingual, English and French, First Line Maintenance Manual in accordance with **CDRL IL-516/DID IL-516**.

The Contractor must prepare and submit a bilingual, English and French, User Guide in accordance with **CDRL IL-517/DID IL-517**.

The Contractor must prepare and submit a bilingual, English and French, ADIS Kit List in accordance with **CDRL IL-518/DID IL-518**.

The technical publications must incorporate appropriate EHS warnings and instructions in direct relation of the EHS risks presented in the contents.

For each publication, the Contractor must prepare and submit publication certificates to the TA with the final delivery of each publication in accordance with **CDRL IL-519/DID IL-519**.

7.16. Notice of Revision (NOR)

The Contractor must prepare and submit an NOR, as required, in accordance with **CDRL IL-528/DID IL-528** to describe the exact changes to be made to each drawing, associated list, or other affected document specified as a data requirement in the acquisition contract.

7.17. Training

7.17.1. Training Program

The Contractor must conform to the training development requirements of Canadian Forces Individual Training Education System (CFITES).

7.17.1.1. Training Developer and Instructor

The Contractor must provide a training developer and instructor.

The training developer and instructor must have a Canadian Society for Training and Development (CSTD) designation, or have demonstrated equivalent experience and qualifications which prove knowledge and experience in designing, developing and

conducting training using either a Systems Approach to Training, or Instructional Systems Design (ISD) model or the CFITES model.

7.17.1.2. Training Needs Analysis

The Contractor must analyse training needs and requirements in accordance with CFITES A-P9-050-000/PT-002 and A-P9-050-000/PT-003.

The Contractor must prepare and submit a Training Needs Analysis (TNA) in accordance with **CDRL IL-520/DID IL-520**.

7.17.1.3. Training Plan

The TNA must provide the data to design the Training Plan for operator and maintenance training.

The Contractor must prepare and submit a training plan in accordance with **CDRL IL-521/DID IL-521**

The Contractor must conduct the training program in accordance with the accepted Training Plan.

7.17.2. Training Development Working Group (TDWG)

The TDWG is a forum through which the Contractor's Instructor, the Training Development Officer, and the DND Subject Matter Experts (SME) will advise on the development, production, delivery and quality assurance of the training deliverables.

The Contractor must organise a TDWG to provide the Contractor and DND a regular forum to discuss and resolve training program issues.

The Contractor must convene TDWG meetings as required and at the direction of the TA.

7.17.3. Course Development

The Contractor must design and develop ADIS Training Courses in accordance with CFITES A-P9-050-000/PT-004 and A-P9-050-000/PT-005.

The Contractor must plan, design and develop training courses and training course material in Canadian English and French in accordance with **CDRL IL-522/DID IL-522** and the approved Training Plan,

The training course material must be modularly designed to train both individuals and combined groups of Operators and Maintainers.

The Contractor must evaluate students in accordance with guidance of CFITES A-P9-050-000/PT-007.

The Contractor must conduct an Operators training pilot course and a Maintainers training pilot course.

7.17.4. Pilot Course Validation

DND personnel, both students and observers, selected to attend the Contractor delivered Pilot Initial Cadre Training (ICT) Instructor courses will validate the training material and provide feedback to the Contractor.

The Contractor must support this validation process in accordance with CFITES A-P9-050-000/PT-008 and the validation plan articulated in the Training Plan.

7.17.5. Initial Cadre Training (ICT)

7.17.5.1. General

The Contractor must develop and provide ICT to DND Operators and Maintainers.

The Contractor must conduct the ICT in accordance with the accepted Training Plan, ICT Courses and ICT Course Material and in the numbers and types of course serials specified in this document.

The Contractor must conduct training in accordance with guidance of CFITES A-P9-050-000/PT-006.

7.17.5.2. Scheduling

The Contractor must conduct the pilot ICT following the first delivery of the equipment.

The Contractor must provide optional additional serials of Operator and Maintainer ICT as and when the option is exercised by the TA. The TA will provide a minimum of twenty (20) working days notice for such request.

7.17.5.3. Course Duration

The ICT will consist of a maximum of 14 training periods, including time for all assessments and evaluations. A Training Period is 60 minutes: 50 minutes of instruction/practice and 10 minutes of break.

The 14 training periods should be programmed to be delivered within two training days. A Training Day is defined as four (4) morning training periods, one 50 minute lunch break, and three (3) afternoon training periods.

7.17.5.4. Course Location

Each ICT will be conducted at a Canadian military base.

7.17.5.5. Operator ICT

Each class will consist of up to fifteen (15) students.

DND will provide the training facilities for the pilot ICT and steady-state training.

The Operator ICT must cover operation and first line maintenance of the equipment, as per the Training Plan.

7.17.5.6. Maintainer ICT

Each class will consist of up to fifteen (15) students.

DND will provide the training facilities for the pilot ICT and steady-state training.

The Maintainer ICT must cover operation and first line maintenance of the equipment, as per the Training Plan.

7.17.5.7. Support for ICT

The Contractor must provide everything required to conduct all ICT courses. This includes, but is not limited to:

- a. Instructional staff;
- b. Support personnel;
- c. Course materials;
- d. Consumables; and

e. Equipment.

7.17.5.8. Course Report

Following each ICT serial, to support the transition to steady-state training, the Contractor must prepare and submit a Course Report to the TA in accordance with **CDRL IL-524/DID IL-524**.

7.17.6. Support for Steady-State Training

Based on the feedback from students, the DND Training Manager and the Contractor's observations during each of the Pilot ICTs, the Contractor must prepare and submit Steady-State Training Recommendations in accordance with **CDRL IL-523/DID IL-523**

The Contractor must revise the ICT Courses and ICT Course Material in order to produce final Steady-State courses in accordance with the Steady-State Recommendations and approved Training Plan.

DND will provide ADIS and support equipment for each Steady-State training course.

8. QUALITY ASSURANCE

8.1. Quality Management System (QMS)

While it is not intended that the Contractor be registered to CAN/CSA-ISO 9001:2008, the Contractor must have a QMS that addresses all of the requirements of the SOW.

Quality Assurance is performed at the Contractor's facility. The Contractor must abide by all of the QA clauses of the acquisition contract and flow all of the QA requirements of the acquisition contract to its sub-contractors.

8.2. Quality Assurance Plan (QAP)

The Contractor must produce and implement a QAP in accordance with **CDRL PM-109/DID PM-109**.

8.3. The Contractor must implement and comply with the Quality Assurance Plan upon acceptance by the TA. **Quality Assurance Inspections and Audits**

The Contractor must allow DND's authorized representative to conduct QA inspections and audits at any time throughout the acquisition contract to verify the Contractor's QA procedures, practices and methods.

8.4. DND Quality Assurance Representative (QAR)

The Contractor must provide the DND QAR, or his representative, with access to their facility, within 48 hours of receiving a visit request, to ensure the operations performed by the Contractor are in accordance with the Contractor's quality processes and procedures.

All quality control, procedures, inspection and test records, including records of corrective actions, must be made available to the QAR upon request.

The Contractor must deliver ADIS only with QAR approval.

8.5. Quality Records Retention

The Contractor must retain all quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective

actions, for three years from the date of completion or termination of the acquisition contract.

The Contractor must make available the documents referenced in the Quality Assurance Plan when requested by Canada.

9. DATA MANAGEMENT

9.1.Data Format

All data delivered as part of this SOW may be prepared in the Contractor's own format unless otherwise specified in a DID.

9.2.Printed Matter

The Contractor must submit all printed matter in 8-1/2 x 11 inch bond paper, unless otherwise agreed upon by the TA or otherwise specified in the applicable DID. Hard copies of engineering drawings must be metric size A3 or imperial size B unless otherwise specified in the applicable DID.

9.3.Electronic Copies

Unless otherwise specified explicitly in a CDRL or DID the Contractor must submit all initial and interim submissions of data deliverables to the TA via electronic mail. Submissions too large to be sent by e-mail may be delivered on recordable CD, DVD or thumb drive.

The Contractor must provide a File Transfer Protocol (FTP) site allowing sharing of large documents (greater than 10MB) with DND. All submissions must be in a format that allows DND's authorized representatives to recognize, open, view, search and read the contents, and allow DND's authorized representatives to modify, select, copy and paste information from the files to other DND office software files. DND currently uses MS Office 2010, MS Visio 2010, MS Project 2010 and Adobe Acrobat.

All electronic documents must be searchable through its table of contents. Delivery media containing compressed files must also contain the decompression software.

Once all submissions have been approved by the TA, the Contractor must submit one set of all final data deliverables on a single set of recordable CD or DVD media.

10. DELIVERABLES

10.1. ADIS Deliveries

The Contractor must deliver 32 ADIS to the following address:

Attn: MCO
25 Canadian Forces Supply Depot (25CFSD)
6363, Rue Notre-Dame Est
Montréal, Québec, Canada
H1N 3V9

10.2. Data Deliveries

The Contractor must submit all data deliverables to the following address:

Attn: Project Manager, Chemical Agents Sensors Project

DCSEM 5-5
National Defence Headquarters
MGen G.R. Pearkes Building
101 Colonel By Drive
Ottawa, Ontario, Canada
K1A 0K2

10.3. Data Delivery Milestones

The Contractor must coordinate the delivery of data and equipment schedules with the project milestones below.

When the production of data deliverables spans multiple milestones, suffix indicates which version is required:

- (p) Indicates included as part of the Contractor's bid;
- (i) Indicates "initial;" and
- (a) Indicates "approved."

10.4. Maturation Kick-off Meeting (KO 1) and System Requirements Review (SRR).

10.4.1. Purpose

The purpose of this meeting is to:

- a. Ensure that the Contractor understands the contractual, technical and contract data deliverable requirements;
- b. To identify the items to be designed and verified; and
- c. Confirm the suitability of testing and life-cycle support strategies.

10.4.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
PMP (p)	PMP (a)
MPS/WBS (p)	MPS/WBS (a)
CMP (p)	CMP (a)
EBS (i)	EBS (a)
ILSP (p)	ILSP (a)
SEMP (p)	SEMP (a)
QAP (p)	QAP (a)
	TEMP (i)
	EHSA (i)
	Lexicon (i)
	PPB/RSPL

10.5. ILS Working Group (ILSWG 1)

10.5.1. Purpose

The purpose of the ILSWG is to:

- a. Discuss with ILS specialist about DND requirements;
- b. Provide a platform to review draft ILS data deliverables; and
- c. Discuss the maintenance and support concept;

10.5.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
ILSP (p)	ILSP (a)

10.6. Initial Provisioning Guidance Conference (IPGC)

10.6.1. Purpose

The purpose of the IPGC is:

- a. To familiarise the Contractor with the initial provisioning requirements; and
- b. To ensure the Contractor is aware of the nature of and the details required in the provisioning data deliverables.

10.6.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	

10.7. Progress Review Meeting (PRM)

10.7.1. Purpose

The purpose of the PRM is to discuss project progress and to track and resolve project or technical issues that arise throughout the execution of the acquisition contract.

10.7.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
Monthly Progress Report (i)	Monthly Progress Report (a)
	Lexicon

10.8. Preliminary Design Review (PDR)

10.8.1. Purpose

The purpose of this meeting is to allow the Contractor to present the ADIS preliminary design to DND's authorized representatives. The designs and plans for ADIS must receive TA acceptance in order to commence prototype construction.

10.8.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	

	AIR
Equipment Specifications (i)	Equipment Specifications (a)
Maintenance Plan (i)	
Request for Nomenclature	
	SVDD (i)
	RAM Data (i)

10.9. Critical Design Review (CDR)

10.9.1. Purpose

The purpose of this meeting is to ensure that the Contractor's proposed design correctly and completely implements the requirements. The designs and plans for the ADIS prototype must be presented by the Contractor to the TA and must receive TA acceptance in order to commence construction.

10.9.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
Equipment Specifications (a)	
CSAR (a)	CSAR (a)
EBS (a)	EBS (a)
EHSA (a)	
TEMP (a)	
	QTP (i)
SVDD(i)	SVDD (a)
	Identification Plate Drawings (i)
	Operator Manual (i)
	First Line Maintenance Manual (i)
	User Guide (i)
	MSDS (i)

10.10. Test Readiness Review 1 (TRR 1)

10.10.1. Purpose

The purpose of this meeting is to determine the readiness of the Contractor to be able to conduct the major hardware testing of the ADIS prototypes according to the TEMP and accepted test procedures.

10.10.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
MPS/WBS (a)	
TEMP (a)	

QTP (a)	
	QTR (i)
	FATP (i)

10.11. System Verification Review 1 (SVR 1)

10.11.1. Purpose

The purpose of this meeting is to verify that P1 has full compliance to the portions of the SysRS against which it was being verified.

10.11.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
QTR (i)	QTR (a)

10.12. Initial Provisioning Conference (IPC)

10.12.1. Purpose

The purpose of the IPC is to confirm the data provided by the Contractor in the provisioning documentation, and to select the full range and depth of initial spares to be procured by DND to support ADIS during the In-service System Support phase.

10.12.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
Engineering Drawings and Associated Lists	Engineering Drawings and Associated Lists
EBS (a)	
PPB/RSPL	
SPTD (i)	SPTD (a)
RAM Data (i)	RAM Data (a)
Maintenance Plan (i)	Maintenance Plan (a)
	Packaging Data (i)

10.13. Test Readiness Review 2 (TRR 2)

10.13.1. Purpose

The purpose of this meeting is to determine the readiness of the Contractor to be able to conduct the major software and integration testing of the ADIS prototype according to the TEMP and accepted test procedures.

10.13.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	

	AIR
TEMP (a)	
QTP (a)	
	QTR (i)

10.14. System Verification Review 2 (SVR 2)

10.14.1. Purpose

The purpose of this meeting is to verify that ADIS prototype has full compliance to the portions of the SysRS against which it was being verified.

10.14.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
QTR (i)	QTR (a)

10.15. System Verification Review 3 (SVR 3)

10.15.1. Purpose

The purpose of this meeting is to review the SAT results to verify that ADIS prototype meets the detection and identification performance of the CATSI EDM in field conditions.

10.15.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR

10.16. Functional Configuration Audit (FCA)

10.16.1. Purpose

The FCA ensures that the functionality of the product as demonstrated by the verification program conforms to the requirements documented in the SysRS.

10.16.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda (a)	Minutes (a)
Meeting Documentation (a)	
	AIR (a)
QTR (a)	QTR (a)
Verification Traceability Report (i)	Verification Traceability Report (a)
	Interface Control Document (i)

10.17. Physical Configuration Audit 1 (PCA)

10.17.1. Purpose

The PCA is the formal examination of the “as-built” ADIS against its technical documentation to establish PB.

10.17.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation	
	AIR
TDP(i)	
Engineering Drawings and Associated Lists (i)	Engineering Drawings and Associated Lists (a)
PPB/RSPL (i)	
CSAR (i)	CSAR (a)
Maintenance Plan (a)	
Operator Manual (i)	Operator Manual (a)
User Guide (i)	User Guide (a)
First Line Maintenance Manual (i)	First Line Maintenance Manual (a)
Kit List (i)	Kit List (a)
Marking Data for Storage and Shipment	
Packaging Data	

10.18. Production Kickoff Meeting (KO 2)

10.18.1. Purpose

The purpose of this meeting is to ensure agreement on terms, conditions and requirements of the Production Phase.

10.18.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda	Minutes
Meeting Documentation (a)	
	AIR
MPS/WBS	MPS/WBS
	FATP (i)
	TDP (i)
	TNA (i)

10.19. Training Development Working Group (TDWG)

10.19.1. Purpose

The purpose of this working group is to:

- a. Discuss DND training methodology;
- b. Discuss and review draft training items;
- c. Discuss preferred training processes; and
- d. Discuss DND’s training concept and requirements.

10.19.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda (a)	Minutes (a)
Meeting Documentation (a)	
	AIR (a)
TNA (i)	TNA (a)
Operator Manual (a)	
First Line Maintenance Manual (a)	
User Guide (a)	
	Training Plan (i)
	Training Materials (i)
	Steady State Training Recommendations (i)
	Course Reports (i)

10.20. First Article Test (FAT) Review

10.20.1. Purpose

The purpose of this meeting is to verify that ADIS has passed all FAT tests and is in full compliance to the SysRS.

10.20.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda (a)	Minutes (a)
Meeting Documentation (a)	
	AIR (a)
FATR (i)	FATR (a)

10.21. Physical Configuration Audit 2 (PCA)

10.21.1. Purpose

The PCA is the formal examination of the “as-built” production ADIS against its technical documentation to verify PB.

10.21.2. Data Deliverables

Entrance Criteria	Follow-on Deliverables
Agenda (a)	Minutes (a)
Meeting Documentation (a)	
	AIR (a)
TDP (i)	TDP (a)
First Article ADIS	
FATR (a)	
CI List (a)	CI List (a)
TDP(i)	TDP(a)
ECP (a)	
RFD/RFW (a)	

Appendix AA to Annex A System Requirements Specification (SysRS)

Area Detection and Identification System (ADIS)

Requisition Number:
DND Document # W8476 – 145109

Prepared by:

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NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Table of Contents

1	INTRODUCTION	1
1.1	SCOPE	1
1.2	BACKGROUND	1
1.3	ADIS CONCEPT	1
1.4	ADIS SUBSYSTEMS	1
2	APPLICABLE DOCUMENTS	2
2.1	REFERENCES.....	2
2.2	GLOSSARY AND ACRONYMS.....	3
3	REQUIREMENTS.....	3
3.1	GENERAL REQUIREMENTS	3
3.1.1	<i>Government Furnished Equipment (GFE)</i>	3
3.2	PERFORMANCE REQUIREMENTS	3
3.2.1	<i>Detection and Identification (D&I)</i>	3
3.2.1.1	Range, Temperature and Probability of Detection	3
3.2.1.2	Chemical State	3
3.2.1.3	Cloud Boundaries	4
3.2.1.4	Field of View (FOV)	4
3.2.1.5	Response Time.....	4
3.2.1.6	Field of Regard	4
3.2.2	<i>Optical Head (OH) Subsystem</i>	4
3.2.2.1	Optical Head	4
3.2.2.2	Camera	4
3.2.2.3	Telescope Module	5
3.2.2.3.1	Telescope	Error! Bookmark not defined.
3.2.2.3.2	Scene-Splitting Device	5
3.2.2.3.3	Fast Shutter	5
3.2.2.4	Double-Input-Beam Interferometer	5
3.2.2.5	Detector Module	6
3.2.2.6	Calibration Module	6
3.2.2.7	GPS	6
3.2.2.8	Compass.....	6
3.2.3	<i>Scene Scanning Mechanism (SSM) Subsystem</i>	6
3.2.3.1	Scene Scanning Mechanism	6
3.2.3.2	Scan Rate	7

3.2.3.3	Pointing Accuracy	7
3.2.4	<i>Central Processing and Control (CPC) Subsystem</i>	7
3.2.4.1	Central Processing Controller (CPC)	7
3.2.4.2	Communication	8
3.2.4.3	Processor and Data Management	8
3.2.5	<i>Power Subsystem</i>	9
3.2.5.1	ADIS Power	9
3.2.5.2	Battery Power	9
3.2.5.2.1	Internal Batteries	9
3.2.5.2.2	External Battery Pack.....	9
3.2.5.3	Battery Charger	9
3.2.5.4	External Power	10
3.2.6	<i>Console Subsystem</i>	10
3.2.7	<i>Accessories Subsystem</i>	10
3.2.7.1	Transit Cases.....	10
3.2.7.2	Lens Cleaning Kit.....	11
3.2.7.3	Cables and Connectors	11
3.2.8	<i>Platform Interface Subsystem</i>	11
3.2.8.1	Tripod Mounting.....	11
3.2.8.2	Mounting Baseplate	11
3.2.9	<i>Set-up and Start-up Time</i>	11
3.2.9.1	Single ADIS Set-up Time	11
3.2.9.2	Single ADIS Start-up Time	1142
3.2.9.3	Network Set-up Time	12
3.2.10	<i>Modes of Operation</i>	12
3.2.10.1	Initializing Mode	12
3.2.10.2	Calibrating Mode.....	12
3.2.10.3	Testing Mode	13
3.2.10.4	Searching Mode.....	13
3.2.10.5	Confirming Mode	1344
3.2.10.6	Tracking Mode	14
3.2.10.7	Ranging Mode	14
3.2.10.8	Standing-by Mode.....	14
3.2.10.9	Operation While Under Malfunction	15
3.2.11	<i>Networking Requirements</i>	15
3.2.11.1	Networked Sensors	15
3.2.11.2	Communications to ADIS Console.....	15
3.2.11.3	Communications Protocols	15
3.2.11.4	Sensor Integration and Decision Support (SI&DS) Network	1546

3.3	SOFTWARE REQUIREMENTS	16
3.3.1	CPC Software.....	16
3.3.1.1	General.....	16
3.3.1.2	ADIS Data Logs.....	17
3.3.1.3	Dynamic Selection of Field of Regard.....	17
3.3.2	Detection and Identification (D&I) Software	17
3.3.3	Console Software	17 18
3.3.3.1	Graphical User Interface (GUI).....	18
3.3.3.2	Mission Set-up Wizard.....	18
3.3.3.3	Steady State (Searching).....	18 19
3.3.3.4	Alarm Events	19
3.3.3.5	Alert Events	20
3.3.3.6	Temporary Over-ride of Mission Settings.....	20
3.3.3.7	Advanced User Interface Features	20
3.3.4	Library Management	21
3.4	PHYSICAL REQUIREMENTS.....	22
3.4.1	ADIS Construction.....	22
3.4.2	Weight	22
3.4.3	Dimensions.....	22 23
3.4.4	Signature	23
3.4.4.1	Heat Signature.....	23
3.4.4.2	Acoustic Signature	23
3.4.4.3	Visual Signature.....	23
3.5	SPECIALTY ENGINEERING	23
3.5.1	Security.....	23
3.5.2	Human Factors Engineering.....	24
3.5.3	Environment, Health and Safety.....	24
3.5.4	Survivability	24 25
3.6	ELECTROMAGNETIC ENVIRONMENTAL EFFECTS (E3) REQUIREMENTS	24 25
3.6.1	Radiated Susceptibility.....	24 25
3.6.2	Radiated Emissions.....	25
3.6.3	Electrostatic Discharge.....	25
3.6.4	Electromagnetic Radiation Hazards (EMRADHAZ)	25
3.6.5	Electrical Bonding.....	25
3.6.6	Grounding.....	25
3.6.7	Intra-system EMC.....	25 26
3.7	INTEGRATED LOGISTICS SUPPORT (ILS) REQUIREMENTS	25 26
3.7.1	Reliability	25 26

3.7.2	<i>Maintainability</i>	26
3.7.2.1	Operator Maintenance	26
3.7.2.2	Preventive Maintenance	26
3.7.2.3	Built In Test (BIT).....	26
3.7.3	<i>Availability</i>	26 27
3.7.4	<i>Service Life</i>	27
3.8	ENVIRONMENTAL ENGINEERING REQUIREMENTS	27
3.8.1	<i>High Altitude</i>	27
3.8.2	<i>Temperature - Operation</i>	27
3.8.3	<i>Temperature - Storage</i>	27
3.8.4	<i>Humidity</i>	27
3.8.5	<i>Thermal Shock</i>	27
3.8.6	<i>Solar Radiation</i>	27 28
3.8.7	<i>Blowing Rain</i>	27 28
3.8.8	<i>Immersion</i>	27 28
3.8.9	<i>Freezing Rain</i>	28
3.8.10	<i>Snow</i>	28
3.8.11	<i>Sand and Dust</i>	28
3.8.12	<i>Salt Fog</i>	28
3.8.13	<i>Shock</i>	28
3.8.14	<i>Vibration</i>	28
3.8.15	<i>Fungus</i>	28 29
3.8.16	<i>Contamination by Fluids</i>	28 29
3.9	MATERIALS PROCESSES AND PARTS	29
3.9.1	<i>New Materials</i>	29
3.9.2	<i>Labelling and Marking</i>	29
3.9.3	<i>Sharp Edges</i>	29
3.9.4	<i>Treatment, Painting and Finishes</i>	29
4	QUALITY ASSURANCE PROVISIONS	29 30
4.1.1	<i>Responsibility for Test</i>	29 30
4.1.2	<i>Design Verification Tests</i>	29 30
4.1.3	<i>System Acceptance Tests (SAT)</i>	30
4.1.4	<i>First Article Test (FAT)</i>	30
4.1.5	<i>Verification Methods</i>	30
4.1.6	<i>Requirements Verification Matrix (RVM)</i>	30 31
5	PREPARATION FOR DELIVERY	33 34
6	NOTES	ERROR! BOOKMARK NOT DEFINED.34

Table of Figures

Figure 1: ADIS Components	<u>16</u>
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1 Introduction

1.1 Scope

This System Requirements Specification (SysRS) outlines the performance and verification requirements to develop and test the Area Detection and Identification System (ADIS).

1.2 Background

The Canadian Armed Forces (CAF) is required to sustain operations despite the threat or presence of chemical, biological, radiological or nuclear (CBRN) hazards. A cornerstone of the defence posture is an effective warning system that can provide an early warning so that soldiers can survive and operate under the chemical threat by adopting protective measures.

Defence Research and Development Canada (DRDC) Valcartier developed and patented a passive infrared (IR) double beam Fourier spectrometer system designed for standoff detection of chemical vapours, called the Compact Atmospheric Sounding Interferometer (CATSI) Engineering Development Model (EDM).

The CATSI EDM meets the CAF requirements for area detection and identification. This SysRS establishes the development of the CATSI-EDM into a fully deployable and ruggedized ADIS..

1.3 ADIS Concept

ADIS will be an early warning autonomous standoff detector, monitoring an immediate area of interest, capable of detection and identification of chemical hazards at up to a distance of 5 km. It utilizes passive Fourier transform infrared (FTIR) spectroscopy to detect, analyze, identify and classify chemical warfare agents (CWA), and toxic industrial chemicals (TIC). Following identification, ADIS prepares and transmits a CBRN 4 message up the chain of command.

ADIS will be capable of detection as an independent sensor as well as part of a network of up to 6 ADIS. On top of forming its own independent networks, ADIS will be capable of integrating into a multi-sensor mobile ad-hoc network (MANET).

1.4 ADIS Subsystems

Conceptually, ADIS will be divided into 7 subsystems, whose components are depicted in Figure 1.

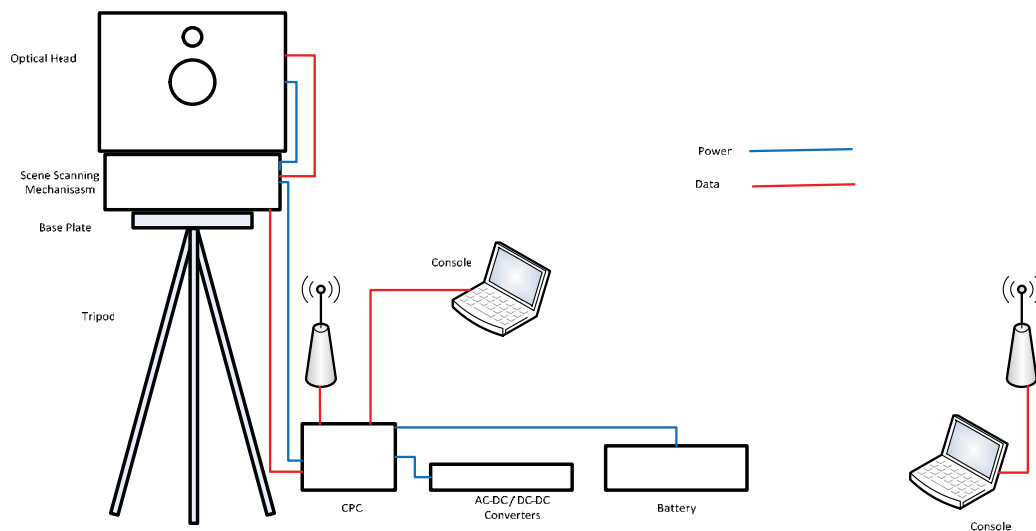


Figure 1: ADIS Components

The subsystems are:

- a. Optical Head (OH) Subsystem, consisting of:
 - i. A telescope and optics to bring the IR radiation into the OH;
 - ii. A double-beam Fourier transform interferometer designed to provide the optical subtraction of the background radiation from the cloud under observation. A scene-splitting device is used to send the optical beam associated with each pixel-scene image to the interferometer inputs;
 - iii. A detector to digitize the signal from the interferometer;
 - iv. A High Definition (HD) camera to provide a real-time view of the of the region under observation; and
 - v. A black body to periodically calibrate the system.
- b. Scene Scanning Mechanism Subsystem (SSM) consisting of:
 - i. An azimuth/elevation (Az/El) platform capable of continuous 360° scanning;
 - ii. Mounting base plate enabling the SSM to mount to a tripod.
- c. Power Subsystem consisting of:
 - i. 24 Vdc Battery pack;
 - ii. Battery charger;
 - iii. AC/DC converter capable of converting 120/240 Vac to 24 Vdc for ADIS; and
 - iv. DC/DC converter capable of converting 28 Vdc vehicle power to 24 Vdc for ADIS.
- d. Central Processing and Control (CPC) Subsystem consisting of a Central Processing Controller to provide:
 - i. Command and control of the SSM and OH;
 - ii. Processing and analysis of the raw and spectral data;
 - iii. A repository of all of the spectral libraries; and
 - iv. Distribution of power to the SSM and OH;
 - v. An imbedded Vehicle Specific Module (VSM) that performs the translation necessary to communicate with the Console or a Common Sensor Controller (CSC) using Ethernet protocol; and
 - vi. Ethernet radios (2) to provide wireless communication between the CPC and the Console.
- e. Console Subsystem consisting of a ruggedized laptop computer providing:
 - i. The human interface necessary to operate ADIS;
 - ii. Real-time imagery of the region under observation via the OH camera; and
 - iii. Visual and audio alarms.
- f. Platform Subsystem consisting of:
 - i. A tripod for ground deployment; and
 - ii. A base plate, to provide a common interface between the SSM and either the tripod or a vehicle mount.
- g. Accessories Subsystem consisting of:
 - i. Transit cases;
 - ii. Cleaning kit;
 - iii. Manuals; and
 - iv. Other pieces of ancillary equipment.

2 Applicable Documents

2.1 References

The standards, specifications and publications identified in this SysRS are collected in Appendix AE to Annex A, References, Acronyms and Glossary (RAG).

In the event of a conflict between the text of this SysRS and the references cited herein, the text of this SysRS takes precedence.

2.2 *Glossary and Acronyms*

The Glossary of terms and acronyms used in the SysRS are defined in Appendix AE to Annex A, References, Acronyms and Glossary (RAG).

3 **Requirements**

3.1 *General Requirements*

ADIS must detect and identify CWA and TIC using passive FTIR spectroscopy.

ADIS must be based on the CATSI-EDM.

The ADIS spectrometer technology must be based on a symmetrical dual-input/dual-output ports Fourier transform spectrometer to allow both single and dual port direct and differential (optical subtraction) measurements.

ADIS must autonomously scan, detect, analyze and alarm.

ADIS must operate with minimum user input.

ADIS must operate in both direct and differential modes.

ADIS must operate as:

- a. A single independent system;
- b. As a part of an independent network of up to 6 ADIS under the control of one Console; and
- c. As a part of a multiple sensor type MANET under the control of a common sensor controller (CSC).

3.1.1 *Government Furnished Equipment (GFE)*

The following items are furnished as GFE:

- a. ADIS Vehicle Specific Module (VSM) software; and
- b. ADIS Detection and Identification software modules.

3.2 *Performance Requirements*

3.2.1 *Detection and Identification (D&I)*

3.2.1.1 *Range, Temperature and Probability of Detection*

ADIS must detect and identify a 50 m wide CWA gas cloud at a distance of 5 km with an unobstructed line of sight and a temperature contrast between the cloud and the background (or background and cloud) from 0.5 to 2 Kelvin with a probability of 80 per cent or greater with 95% confidence.

ADIS should detect and identify a 50 m wide CWA gas cloud at a distance of 5 km with an unobstructed line of sight and a temperature contrast between the cloud and the background (or background and cloud) from 0.5 to 2 Kelvin with a probability of 90 per cent or greater with 95% confidence.

ADIS should detect and identify a 50 m wide CWA gas cloud at a distance of 7 km with an unobstructed line of sight and a temperature contrast between the cloud and the background (or background and cloud) from 0.5 to 2 Kelvin with a probability of 80 per cent or greater with 95% confidence.

ADIS should detect and identify a 15 m wide chemical gas cloud at 5 km with an unobstructed line of sight.

ADIS must detect and identify chemicals in the presence of interferents.

3.2.1.2 *Chemical State*

ADIS must detect and identify chemical gas clouds.

ADIS should detect and identify chemicals in the form of fine solid aerosols.

3.2.1.3 *Cloud Boundaries*

ADIS should be able to determine the chemical cloud's left-side and right-side boundaries.

In a networked ADIS, when two or more ADIS are in operation, ADIS must provide ranging for a detected chemical cloud.

3.2.1.4 *Field of View (FOV)*

ADIS must have a FOV of 10 mrad.

3.2.1.5 *Response Time*

ADIS must detect and identify chemical substances within a 60° sector in less than 2 minutes after the 50 m wide cloud first enters ADIS FOV.

ADIS should detect and identify chemical substances within a 60° sector in less than 1 minute after the 50 m wide cloud first enters ADIS FOV.

3.2.1.6 *Field of Regard*

ADIS must be able to scan a scene continuously through 360° in azimuth and from -10° to +40° in elevation.

ADIS OH left and right azimuth scan boundaries must be programmable, by selection of the operator, in reference with the true north.

ADIS OH up and down elevation scan boundaries must be programmable, by selection of the operator, in reference with the horizon between -10° and +40°.

ADIS must scan using S patterns when boundaries in Azimuth and Elevation have been programmed by the user.

ADIS must allow interleaving and non-interleaving scanning patterns.

3.2.2 *Optical Head (OH) Subsystem*

3.2.2.1 *Optical Head*

The OH Noise Equivalent Spectral Radiance (NESR) (for the detector and the complete system ray tracing) must be less than 8×10^{-9} Watts/(cm²-sr-cm⁻¹) in the spectral region from 800 to 1300 cm⁻¹ for a single scan spectrum recorded in 1/80 sec at a spectral resolution of 16 cm⁻¹.

The OH NESR (for the detector and the complete system ray tracing) should be less than 4×10^{-9} W/(cm²-sr-cm⁻¹) for in the spectral region from 800 to 1300 cm⁻¹ for a single scan spectrum recorded in 1/80 sec at a spectral resolution of 16 cm⁻¹.

The overall system blur must be smaller than 1 mrad.

The OH must have a mechanical bore sight on its exterior.

The OH must be sealed and have a replaceable desiccant.

The OH must receive power from the SSM.

The OH must pass data to and receive data from the SSM.

The OH must have a USB connector for an external camera.

3.2.2.2 *Camera*

ADIS must have a colour camera as a targeting aid for aligning ADIS with an element of interest.

The camera should be integrated inside the OH.

The camera must have a FOV of 10 to 15 degrees.

The camera must be bore-sighted with ADIS IR line of sight.

The camera image must contain a reticle pattern defining the field of view.

The camera must have a minimum of 0.03 lux detection ability and automatic image exposure control.

The camera must provide a digital High Definition (HD) image.

The camera must have a refresh rate of at least 30Hz.

The camera must have a Noise Equivalent Irradiance (NEI) 2.1×10^8 photon/cm²-sec or better.

3.2.2.3 *Telescope Module*

3.2.2.3.1 The telescope module includes extending optics, a scene-splitting device, fast shutters and adjustment mechanisms for alignment purposes to use the sensor in both direct and differential modes.

The telescope must have an objective lens with a diameter of at least 10 cm.

The Telescope's objective lens must have an optical quality that is diffraction limited at a wavelength of 10 μ m over the useful angle of observation

When not in use, the exterior optics must be protected from abrasion and the environment.

3.2.2.3.2 *Scene-Splitting Device*

The scene-splitting device is used to send the optical beam associated with each pixel-scene image to the interferometer inputs.

The scene-splitting device must produce two 10 mrad pixel-scene images with a center-to-center angular distance of 50 ± 5 mrad between the two images.

The position and orientation of the scene-splitting device is such that the two pixel-scene images must appear at the focus of the interferometer's two collimating elements.

3.2.2.3.3 *Fast Shutter*

The fast shutter must be able to automatically produce four specific states of masking:

- a. No mask applied to either pixel-scenes (differential / double-beam mode);
- b. Mask applied to block only pixel-scene #1;
- c. Mask applied to block only pixel-scene #2; and
- d. Mask applied to block both pixel scenes.

The fast shutter masking sequences must be programmable.

The fast shutter must switch from one masking state to another in less time than it takes for the interferometer arm to turn around.

The fast shutter must be covered on both sides with a spectrally flat black paint having an emissivity greater than 0.94 in the thermal infrared.

Each of the two fast shutters must have an absolute temperature probe attached for real-time temperature monitoring of the reference plate.

3.2.2.4 *Double-Input-Beam Interferometer*

The relative imbalance of the Double-Input-Beam Interferometer must not exceed a maximum of 5%.

The relative imbalance of the Double-Input-Beam Interferometer should not exceed a maximum of 2%.

The double-input-beam interferometer must be optimized to maximize both the beam intensity transmission and the modulation efficiency for the spectral band 650 cm^{-1} to 1450 cm^{-1} .

The double-input-beam interferometer must have spectral resolutions of 4 cm^{-1} , 8 cm^{-1} and 16 cm^{-1} .

Spectral resolutions must be automatically selected.

The double-input-beam Interferometer must have the following minimum scan rates:

- a. 80 spectra/sec at a resolution of 16 cm^{-1} ;
- b. 50 spectra/sec at a resolution of 8 cm^{-1} ; and
- c. 30 spectra/sec at a resolution of 4 cm^{-1} .

3.2.2.5 Detector Module

The detector module consists of a single element detector, an antireflection (AR) coated window, an AR coated lens and mounts selected and designed to provide optimized responsivity and high transmittance to achieve the required OH NESR.

The detector module must yield a single pixel scene FOV of 10 mrad (0.57°) with a tolerance of 5%.

The detector module must use a Sterling cooler to cool the detector element(s).

3.2.2.6 Calibration Module

ADIS must use at least one black body calibration source located at the front of the OH to automatically calibrate the spectral signal.

ADIS should use two black body calibration sources located at the front of the OH to automatically calibrate the spectral signal.

3.2.2.7 GPS

ADIS must incorporate an integrated Selective Availability Anti-Spoofing Module (SAASM) based GPS.

The GPS must provide map coordinates to the CPC.

The GPS must report ADIS location in both latitude/longitude and Military Grid Reference System (MGRS) coordinates.

The GPS must reside within the OH.

The GPS antenna should reside atop the OH.

3.2.2.8 Compass

A solid state must be integrated inside the OH

The compass must provide OH orientation information to the SSM through the CPC.

The compass must report the OH orientation from true north.

The compass must have an accuracy of ± 1 degree.

The compass must reside within the OH.

The compass should be integrated with the GPS.

3.2.3 Scene Scanning Mechanism (SSM) Subsystem

3.2.3.1 Scene Scanning Mechanism

The SSM is an azimuth/elevation platform used to scan the operational area or move the OH to a different target scene.

The SSM must move the OH in azimuth and elevation.

The SSM must have a 24 Vdc power and data connectors.

The SSM must receive power from the CPC.

The SSM must continuously scan 360° in azimuth, both clockwise and counter-clockwise.

The SSM must scan between +40° and -10° in elevation.

The SSM must supply power to the OH while in operation.

The SSM must exchange data with the OH and CPC while in operation.

The SSM must transfer data to and from the CPC.

3.2.3.2 Scan Rate

The SSM must point the OH in any specified direction in less than 17 seconds.

ADIS must scan the full Field of Regard (50° x 360°) with a spatial resolution of 0.573° (one pixel) in less than 30 minutes at spectral resolution of 16 cm⁻¹ and co-addition factor of 1.

ADIS must be able to perform a 360° scan in one plane (at a fixed elevation) in less than 2 minutes for co-addition factors set to up to 4.

The SSM must provide scanning movements that are smooth and continuous such as using micro-stepping mode.

The SSM must accommodate a probed scene with an angular size which may vary from a single pixel scene FOV of 0.573°x0.573° (10 mrad x10 mrad) to a full Field of Regard of 50° x 360°.

The SSM must use the information transmitted by the GPS and/or the compass for its initialisation and synchronization.

3.2.3.3 Pointing Accuracy

The SSM must provide a 0.1 degree or better relative pointing accuracy (stability or jitter).

3.2.4 Central Processing and Control (CPC) Subsystem

3.2.4.1 Central Processing Controller (CPC)

The CPC controls the sensor(s) main functions, performs data processing, perform tests, communicates with other subsystems and manages alarms.

The CPC information technology/information system interface design and integration must use open or non-proprietary interface standards.

The CPC must allow for the integration of new hardware and software through non-proprietary interfaces.

The CPC must, as a minimum, house the CPC software, D&I software, all spectral databases/libraries, and an operating system.

ADIS must create and record event spectra for unidentifiable detections (ex: unknown CWAs or TICs), including the camera image, so that new spectra can be saved into a purpose-built library (different from the uploaded ones) and used for future identifications.

The CPC must have connectors for:

- a. 24 Vdc power in;
- b. 24 Vdc power and data out to the SSM;
- c. Two RJ45 Ethernet connectors, one designated for Ethernet radio, and one designated spare;
and
- d. Two USB connectors.

3.2.4.2 *Communication*

The CPC must allow operator to adjust audio alarm intensity.

The CPC must have a row of LED lights for the following:

- a. CPC running light: Indicates that the CPC is powered on;
- b. Alarm: Lights when there is an alarm;
- c. Fault: Lights when BIT detects a system fault; and
- d. Network: Lights when ADIS is connected to a network.

The LED lights must be visible up to 25 m.

The CPC must automatically provide messages to the console(s) within 10 seconds of the detection of a threat by any of the networked OH(s).

The CPC should automatically provide audio and visual alarms messages warning to the console(s) within 1 second of the detection of a threat by any of the networked OH(s).

The CPC must produce a visual alarm (e.g. a flashing LED) visible to an operator located at a minimum of 25 m away.

The CPC must produce an audible alarm sound with an intensity of 70 dBA minimum at 1 meter.

The CPC must possess a single switch to shut off all audio and visual alarms and indicators on the CPC.

The cancellation of the audio and visual alarms directly on the CPC must not cancel the alarms and other events on the console (They must be cancelled separately by the Console).

The CPC must automatically provide messages to the console within 10 seconds of the malfunction(s) of any ADIS subsystem or component.

The CPC should automatically provide messages to the console within 1 second of the malfunction(s) of any ADIS subsystem or component.

3.2.4.3 *Processor and Data Management*

The CPC must possess all the required hardware and software to perform all raw data processing and analysis to enable D&I of CWA and TIC gases in the sensor field of regard.

The CPC must be comprised of fast processing electronics (computer, Digital Signal Processor (DSP), etc.) to perform real-time target D&I.

The CPC must perform the processing and analysis required to manipulate the interferograms and the spectra.

The CPC must serve as the command and control center for all communications and networking of ADIS functions.

The CPC must connect to and communicate data to and from the console, SSM and OH.

The CPC must establish communication with the console, OH and SSM automatically upon start up.

The CPC must communicate with the Console via a hard wired Ethernet connection.

The CPC must communicate with the Console wirelessly via Ethernet radio.

When more than one Console is communicating with the CPC, the console with the wired connection has priority.

The CPC must possess a Motion Imagery encoder compliant to STANAG 4609 Edition 3.

The CPC Motion Imagery encoder must:

- a. Enable to stream MPEG-2 TS over UDP transport using multicast;
- b. Encode using method termed 4-on-2 or H.264-on-MPEG-2 TS;
- c. Encode metadata in accordance with MISB ST0601;

- d. Ensure implementation is synchronous in accordance with MISB ST0604; and
- e. Ensure the mandatory minimum metadata set is in accordance with MISB ST0902, with Attachment AA1, Video Encoder Table, to be used in lieu of tables 1 and 2 of ST0902.

3.2.5 *Power Subsystem*

3.2.5.1 *ADIS Power*

ADIS must be powered through the CPC.

3.2.5.2 *Battery Power*

3.2.5.2.1 Internal Batteries

ADIS internal batteries must have a life time of at least ten (10) years.

3.2.5.2.2 External Battery Pack

ADIS primary power source must be the External 24V DC Battery Pack.

The External Battery Pack must consist of NATO standard rechargeable batteries.

A single External Battery Pack must provide power for ADIS to operate continuously for at least four (4) hours at 20° C +/- 5°C on a single charge.

A single External Battery Pack should provide power for ADIS to operate continuously for twenty-four (24) hours at 20° C +/- 5°C on a single charge.

The External Battery Pack must be recharged without disassembly.

The External Battery Pack must have a low battery indicator.

3.2.5.3 *Battery Charger*

The Battery Charger must be available as a NATO standard item.

The Battery Charger must fully charge the External Battery Pack within 240 minutes or less at 20°C +/- 5°C.

The Battery Charger must visually indicate when the External Battery Pack is fully charged.

The Battery Charger must visually indicate if there is a fault with the External Battery Pack.

The Battery Charger must only engage when the External Battery Pack is at a safe temperature level.

The Battery Charger must not overcharge the External Battery Pack.

The Battery Charger must automatically adjust the current and voltage according to the battery's stage charging. (Note: A two or three-stage charger is recommended because it adjusts both current and voltage according to the battery's requirements.)

The Battery Charger must detect if an incompatible battery pack is attached, and prevent the initiation of any charging process while visually alerting the operator.

The Battery Charger must accept and use 18-36V DC.

The Battery Charger should accept and use 12-36V DC.

The Battery Charger must accept and use 120/240 Vac +/-10%, 50-60 Hz +/-5%.

The Battery Charger AC input must by default include a NEMA 5-15P connector that fits in standard Canadian wall sockets.

The Battery Charger must comply with MIL-STD-1275E, paragraphs 5.1.1, 5.1.2 and 5.1.3.

3.2.5.4 *External Power*

When not under battery power, ADIS must use an appropriate AC/DC and DC/DC converter module.

ADIS must operate using input power with a voltage of 18-36V DC.

ADIS should operate using input power with a voltage of 12-36V DC.

ADIS must comply with MIL-STD-1275E paragraphs 5.1.1, 5.1.2 and 5.1.3.

ADIS must operate using input power with a single phase voltage of 120/240 Vac +/-10% and a frequency of 50-60Hz +/- 5%.

ADIS must be able to work using a ship electrical power distribution system in accordance with D-03-003-005/SF-000 and STANAG 1008. (Note: In a ship, electrical power is distributed using a 400/115 Vac delta-delta ungrounded system.)

ADIS AC power input cable must include a NEMA 5-15P connector that fits in standard Canadian wall sockets.

ADIS must have automatic changeover from one source of power to another without interruption, false alarms or degradation of capability.

ADIS should have a built-in recharging capability to allow the External Battery Pack to recharge when connected to an external power source.

ADIS must include reverse polarity protection.

3.2.6 *Console Subsystem*

The Console must be a lightweight ruggedized military laptop computer.

The Console must run on a Windows® 7 platform.

The Console must be mechanically separate and independent from the OH, SSM and CPC.

The Console must provide capability to produce an alarm sound with a minimum intensity of 70 dBA at 1 m.

The Console must provide a variable intensity control for the visual display with a display shutoff capability.

The Console must operate continuously on battery power for a minimum of four (4) hours at 20°C and on a single charge.

The Console should operate continuously on battery power for a minimum of eight (8) hours at 20°C and on a single charge.

The Console must be equipped with USB and RJ45 Ethernet ports.

The Console-to-CPC cable must be 6 m with RJ45 connectors on both ends.

3.2.7 *Accessories Subsystem*

3.2.7.1 *Transit Cases*

ADIS must be stored in hard shelled weather proof reusable ruggedized transit cases.

The transit cases must store all ADIS components.

The transit cases must be stackable.

The transit cases should be the same size.

The transit cases must:

- a. Include air pressure relief valve;

- b. Include closed cell foam to protect the equipment;
- c. Include folding handles of sufficient quantity to meet the Human Factors lifting requirements per MIL-STD-1472G; and
- d. Be labelled in accordance with the Labelling and Marking section, paragraph 3.9.2.

3.2.7.2 *Lens Cleaning Kit*

ADIS must include a lens cleaning kit comprising, as a minimum, the following items:

- a. A lens cleaning solution;
- b. An air puffer brush;
- c. Assorted cleaning brushes;
- d. A soft lint-free microfiber lens cloth; and
- e. An olive green tactical pouch to contain the cleaning kit items.

3.2.7.3 *Cables and Connectors*

Power and data cables must be multi-conductor, shielded, flexible cord.

ADIS cables must be flexible at cold storage temperature, -33°C, in accordance with FED-STD-228A, Method 2011.1, Flexibility, Insulation, Low Temperature.

All cable connectors must provide strain relief.

Unless otherwise stated in this specification, all connectors, inlets and outlets must be in accordance with MIL-DTL-38999L.

3.2.8 *Platform Interface Subsystem*

3.2.8.1 *Tripod Mounting*

ADIS must use the tripod, NSN 5855-99-893-0042, or a similar type, for ground mounting.

The SSM and OH should be centered on the vertical axis of the tripod.

The SSM must mount securely to the tripod without the use of tools.

The SSM must be able to be levelled on the tripod.

ADIS must not upset when mounted on an incline of up to 30°.

3.2.8.2 *Mounting Baseplate*

ADIS must include a baseplate adapter that allows the SSM to mount to the tripod.

3.2.9 *Set-up and Start-up Time*

3.2.9.1 *Single ADIS Set-up Time*

At a fixed site, ADIS set-up is performed by a team of two operators in Individual Protective Equipment (IPE). The starting condition is that all packed ADIS transit cases are on the ground. Set-up includes, but is not limited to:

- a. Unpacking the ADIS components and cables from their transit cases;
- b. Assembling the ADIS components;
- c. Connecting the components together; and
- d. Powering up the ADIS.

ADIS must be assembled by two persons in less than 15 minutes.

3.2.9.2 *Single ADIS Start-up Time*

ADIS start-up time includes warm-up, initialization and calibration.

Start-up time must be less than 15 minutes at 24°C

Start-up time should be less than 10 minutes at 24°C

Start-up time should be less than 15 minutes at -20°C.

ADIS must connect to a network in less than 10 minutes following start-up.

3.2.9.3 *Network Set-up Time*

Six networked ADIS sensors and a console must be set up and ready to operate within one (1) hour under ideal conditions by two personnel wearing full fighting gear.

Six networked ADIS sensors and a console should be set up and ready to operate within thirty (30) minutes under ideal conditions by two personnel wearing full fighting gear.

NOTE: Ideal conditions are defined as:

- a. Having no obstructions, inclines;
- b. Operators not wearing IPE; and
- c. Excludes travel time, i.e. the time required to move to multiple locations when the ADIS are to be placed at significant distances from each other.

3.2.10 *Modes of Operation*

ADIS must have the following functional modes:

- a. Initializing;
- b. Calibrating;
- c. Testing;
- d. Searching;
- e. Confirming;
- f. Tracking;
- g. Standing-by; and
- h. Ranging.

3.2.10.1 *Initializing Mode*

Initializing refers to the sequence of events needed to operate ADIS once the set-up period is completed.

Initializing consists of a warming up period and a diagnostic self-test.

In Initializing Mode ADIS must:

- a. Load the software;
- b. Generate the gas library;
- c. Generate the background initial reference; and
- d. Bring the system to a minimum internal temperature to make sure all the electronics perform inside the specifications.

3.2.10.2 *Calibrating Mode*

ADIS uses a Calibrating mode to acquire reference data - information coming from a known radiance scene as a blackbody - and to obtain the parameters used to calibrate the radiance coming from a scene. At the end of the calibrating mode, the gain and offset of the instrument are obtained to calibrate the raw spectra. Once the gain and offset are applied to a raw spectra, a calibrated spectra is obtained (SPC) with the accurate units of radiance ($\text{W}/\text{cm}^2 \cdot \text{sr} \cdot \text{cm}^{-1}$). Calibration is required to take into account the OH temperature drift during operation.

ADIS must perform periodic and automatic calibration throughout its operation.

ADIS must incorporate and use programmable calibration timing sequences including:

- a. An initial sequence to allow calculation of gains and offset as soon as possible during start-up; and
- b. At least two independent sets of calibration sequences to occur during operation, i.e. a calibration timing sequence in effect until the OH stabilizes in temperature, and another sequence, which takes place when the OH has stabilized in temperature.

ADIS calibration must be validated and provide a clear and highly visible pop-up message to warn the user of system unreliability due to improper calibration.

In Calibrating Mode ADIS must:

- a. Control and position blackbody, shutters and confidence verifier as required;
- b. Acquire reference data from known sources: temperature probes, confidence verifier (CV) and blackbody spectra in cold and hot settings; and
- c. Calculate the calibration coefficients, gain and offset of the instrument, using that reference data.

At the end of Calibrating Mode, ADIS must calibrate the radiance coming from the scenes including:

- a. Apply the gain and offset to acquired raw spectra, and
- b. Obtain calibrated spectra with the accurate units of spectral radiance ($\text{W}/\text{cm}^2.\text{sr}.\text{cm}^{-1}$).

3.2.10.3 *Testing Mode*

ADIS uses Testing Mode to validate that some mobile parts of the system work well.

In Testing Mode, ADIS must test that:

- a. The Scene Scanning Mechanism (SSM) can be displaced in horizontal and vertical direction;
- b. The black body (BB) can be moved in and out of the Field-of-View (FOV); and
- c. The confidence Verifier can be positioned in place in and out of the optical path.

3.2.10.4 *Searching Mode*

ADIS uses Searching Mode to scan a defined field of regard for hazardous chemicals.

As it scans a user defined field of regard, ADIS must:

- a. Acquire and process spectra;
- b. Apply algorithm (GLRT) to determine if a threat is present and switch to Confirming Mode if conditions are met;
- c. Recalculate the figure of merit after each line of the scanning window;
- d. Recalculate the projectors entering the GLRT calculation;
- e. If calibration is required, switch automatically to the calibrating mode, calibrate and return automatically to the searching mode; and
- f. Push the data to the Console at least every 30 seconds.

ADIS must remain in Searching Mode as long as:

- a. No potential threat is detected;
- b. Calibration is not required; and
- c. Operator does not intervene to change the mode of operation.

If a potential threat is identified, ADIS must switch automatically to Confirming Mode.

3.2.10.5 *Confirming Mode*

ADIS uses Confirming Mode when a potential gas threat is identified in the searching mode.

In Confirming Mode ADIS must:

- a. Apply Confirming Mode spectral resolution;
- b. Apply Confirming Mode scanning pattern as per mission presets;
- c. Acquire and process spectra for a direct and a differential measurement and run them through the GASEM algorithm;

- d. Issue an alarm when alarm threshold requirement is met; and
- e. Return to Searching Mode when alarm threshold requirement is not met.

If the threshold requirement is met, ADIS must enter into Tracking Mode.

3.2.10.6 *Tracking Mode*

ADIS uses Tracking Mode, which is automatically activated when an alarm occurs, to track a gas upon its confirmation in the Confirming Mode. The threat gas is tracked to follow its direction and the gas concentration is monitored using GASEM. If a more dangerous gas is found during tracking, ADIS goes back confirming mode. It tracks until the gas signature remains over its threshold detection value.

In Tracking Mode ADIS must:

- a. Define a tracking window around the pixel with the confirmed gas;
- b. Set SSM azimuth, elevation and scan values for the tracking window;
- c. Acquire and process gas spectra and run them through the detection algorithm (GLRT) to determine if a threat is always present throughout the tracking window;
- d. Go to the confirming mode if a higher threat gas is found;
- e. Redefine tracking window around the maximum concentration pixel location when the tracking window is completely scanned, and threshold is still above minimum GLRT value; and
- f. Return to Searching Mode when concentration threshold value is below minimum.

3.2.10.7 *Ranging Mode*

ADIS uses Ranging Mode when two or more ADIS are connected to the same console in a network.

ADIS must perform the following steps to determine the cloud range:

- a. ADIS must detect, identify and give an alert for a given threat;
- b. ADIS must verify that another ADIS in searching mode is available to perform the ranging operation;
- c. ADIS must establish itself as master and the second ADIS as slave;
- d. The master ADIS must determine and communicate a new SSM pattern for the slave ADIS in order for the slave to detect the threat;
- e. When the slave ADIS has found the same threat, a triangulation calculation using the two ADIS GPS locations and SSM azimuth directions must be performed to evaluate the threat distance; and
- f. The threat range must be displayed on the master ADIS console.

3.2.10.8 *Standing-by Mode*

Standing-by is used during tactical deployments and re-deployment and to reduce the power consumption.

ADIS must allow the user to switch ADIS to Standby mode.

In Standing-by mode, ADIS must stop its current mode of operation and allow the operator to configure the instrument for the next surveillance measurement.

The transition from Searching Mode to Standing-by Mode must be performed in no more than 5 seconds.

The transition from Standing-by Mode to Searching Mode must be performed in less than 15 seconds.

Upon the user switching back to Searching Mode, the ADIS must prompt the user with an option to revert to its last settings.

Upon reverting from Standby mode back to Searching mode, the ADIS must prompt the user with an option to set a new geographic location.

3.2.10.9 *Operation While Under Malfunction*

In the event of a malfunction of the GPS, ADIS must be able to receive its location coordinates from an external GPS or be entered manually through the Console.

In the event of a malfunction of the Compass, ADIS must be able to be zeroed to true north using an external compass, or be entered manually through the Console.

In the event of a malfunction of the SSM, ADIS must be able to be positioned manually.

In the event of a malfunction of the camera, ADIS must be able to be aimed manually.

In the event of a malfunction of the Console, ADIS must be controllable by a substitute laptop computer running the same ADIS Console software.

3.2.11 *Networking Requirements*

3.2.11.1 *Networked Sensors*

One Console must wirelessly operate and control at least six (6) ADIS CPCs.

One Console must, using hard wire, operate and control at least six (6) ADIS CPCs.

ADIS must provide the capability to support all information exchange (eg. command and control, images and data) between a single Console and at least six networked ADIS.

ADIS radio communications must not interfere with other independent ADIS networks.

ADIS network must refresh all sensor and alarm data on the console in real time.

3.2.11.2 *Communications to ADIS Console*

ADIS must be remotely controlled by a Console located up to 6 m from the CPC through a wired Ethernet connection.

ADIS must be remotely controlled wirelessly by a Console located up to 1 km from the CPC through Ethernet radio.

ADIS should be remotely controlled wirelessly by a Console located up to 3 km from the CPC through Ethernet radio.

3.2.11.3 *Communications Protocols*

Network radios must be compatible with current DND self-routing Ethernet radios.

ADIS wireless communications must operate within Canadian approved frequencies.

ADIS wireless communications should operate within internationally approved frequencies.

The ADIS network must use commercial open non-proprietary communication standards for all networks.

The ADIS network must be able to send and receive digitized information via standard data ports.

3.2.11.4 *Sensor Integration and Decision Support (SI&DS) Network*

The CPC must use an Ethernet radio link to communicate with SI&DS Common Sensor Controller (CSC).

ADIS must comply with SI&DS integration, monitoring and control requirements outlined in Attachment AA2, ADIS Sensor Integration Specification and Guide for CF CBRN sensor acquisition project.

In case of a conflict between the settings and command of the SI&DS CSC and the Console, the Console must take precedence.

3.3 *Software Requirements*

3.3.1 *CPC Software*

3.3.1.1 *General*

The CPC software design must use industry standard software architectures.

The SSM firmware CPC software must continuously read and communicate the current azimuth and elevation angles of the OH to other modules.

The D&I software must be installed on the CPC.

The CPC software must automatically select between direct or differential mode and the best detection signal, based on operational situation or other criteria.

The CPC software must allow for manual switching between direct and differential mode for different operational application.

The CPC software must warn the operator of system unreliability due to calibration error.

The CPC software must allow the operator the choice of units for the GPS, the compass and other units in ADIS.

The CPC software must link the databases and D&I algorithm to analyze the raw input data from the OH.

The CPC software must automatically link and manage the all interactions of raw input data from the OH, databases, and algorithms stored on the CPC for decision support.

The CPC software must send an alert to the console if errors occur during databases and algorithm upgrades.

The CPC software must control all the functionalities of ADIS which includes but not limited to:

- a. Modes of operation;
- b. Manage the position of the SSM;
- c. Provide modulator commands to adjust spectral resolution to the OH Digital Control Module (DCM) firmware;
- d. Provide calibration commands to the OH DCM firmware;
- e. Provide shutter position sequencing commands to the OH actuator drive board: shutter firmware;
- f. GPS position information and compass;
- g. Camera image information; and
- h. Interactive communication with the D&I software.

The CPC software must perform the following functions unless alternative means are proven better and approved by the TA:

- a. Receive all raw inteferograms (IGM) and spectral data from the DCM board;
- b. Calibrate, process and manage all IGM and spectral data;
- c. Run and apply the D&I software to input data and compare the results to data in the databases;
- d. Manage all system operating modes;
- e. Provide D&I alarms to the console and SI&DS;
- f. Communicate with the GPS when connected;
- g. Communicate information to the console for operator viewing;
- h. Receive commands from the operator through the console;
- i. Provide camera images including metadata, system monitoring data, raw as well as processed spectral data to the console; and
- j. Receive new sessions and operating modes from the console.

The CPC software must have both manual and automatic calibration capability designed to optimize both the differential and direct detection mode of the OH(s).

The CPC software must allow the operator to create a temporary gas specific "exclusion zone" to prevent alarms from an area known to cause false alarm at user demand.

The CPC must contain the VSM necessary for ADIS to be used within the SI&DS network.

3.3.1.2 ADIS Data Logs

The CPC software must produce and store detailed activity logs.

The CPC software must automatically save all parameters, GSM and SPC files generated during the searching and confirming modes for all events leading to system alarms.

All ADIS recorded data must be in an open format such as ASCII or binary readable for COTS software.

The CPC software must store information of at least 20 distinct detection confirming events. (NOTE: One distinct detection confirming event includes up to 10 seconds of entering confirming mode of a detected agent cloud once it has been classified or identified).

The CPC software must send to the console, in digitized format, information required to create and report Command, Control, Communication and Computers, Information System (C4IS) data via the appropriate CAF communication system for each application.

3.3.1.3 Dynamic Selection of Field of Regard

The CPC must provide a dynamic selection (eg. automatic switching) of the Field of Regard to be scanned based on time constraint versus desired NESR to maintain the detectability level when the thermal contrast decreases or increases.

The CPC must automatically adjust the number of co-additions as a function of the thermal difference between the background and the surrounding air.

The CPC must reduce or augment the SSM speed to maintain the same number of co-added acquisitions for a given scene area.

The CPC software must compute to maximize and automatically synchronize the scene scan speed with the selected spectral resolution and the selected NESR.

3.3.2 Detection and Identification (D&I) Software

The D&I software main functions are the detection and identification of gaseous CWAs and TICs. This software three distinct stages are 1) detection; 2) confirmation; and 3) alarm.

The GSM D&I software must be installed on the CPC.

The D&I software must support several sensor and processing tasks including but not limited to:

- a. Measurement of thermal contrast which is associated to the calculation of the co-addition factor;
- b. Acquisition of background;
- c. Allow user selectable scene area;
- d. Dynamic scene adjustment between detection and identification mode;
- e. Real-time detection and identification for both the direct and the differential detection modes;
- f. Use the threat, interferent and background libraries at any spectral resolution; and
- g. Implement the D&I processing algorithm Chemical Agent Spectral Signature Detection and Identification (CASSIDI) as a part of the D&I software.

The output from the D&I software must dynamically control the mode of the OH, that is, single versus dual beam selection.

3.3.3 Console Software

The ADIS console user interface must provide command, control and visualization over all functionalities and settings of a single or networked ADIS.

All ADIS functions including those related to networking operation must be available from the Console.

The Console software must be loadable from a USB memory stick to the console.

The Console must allow the operator to modify mission parameters in real time.

The Console software must be available in both Canadian English and French.

The Console software must request the operator to choose between Canadian English and French upon start-up.

If no geographical coordinate information is entered, ADIS must allow Not a Number (NaN) or an equivalent to be used.

If no geographical information is entered, all other ADIS functionalities must not be affected.

The Console must pull all spectral data collected from the CPC on demand.

If the user reboots, the ADIS must reload its last settings

ADIS must minimize requiring a system reboot when parameters are modified.

3.3.3.1 Graphical User Interface (GUI)

ADIS must provide a GUI to provide an interactive information display to the operator.

The Console must:

- a. Display all relevant information to the users in a clear and easy-to-understand format;
- b. Permit the configuration of any ADIS in a network;
- c. Enable the operator to view the main library of detectable CWA and TIC;
- d. Allow the operator to manually zero the OH in reference to the geographic north;
- e. Have an indicator for the current mode of operation; and
- f. Allow the operator to view spectra during all modes of operation.

3.3.3.2 Mission Set-up Wizard

The Console must have a Mission set-up wizard.

The operator must enter all parameters necessary for the operation of ADIS including:

- a. Open and edit an existing (i.e. previously set) mission;
- b. Pre-fill applicable fields for CBRN 4 messages;
- c. Select the agent libraries;
- d. Set coordinate units in Latitude-Longitude or MGRS;
- e. Set location coordinates, manually, or through the internal GPS;
- f. Set Field of Regard azimuth and elevation boundaries;
- g. Allow ADIS to stare at a fixed point;
- h. Set the scan pattern;
- i. Set up networking for single and multi-sensor set up;
- j. Set the spectral resolution;
- k. Upload a map and allow geo-referencing;
- l. Set time and date (in local and Zulu time);
- m. Set calibration frequency;
- n. Set the self-test frequency;
- o. Set up D&I parameters (e.g. thresholds); and
- p. Save the mission parameters.

3.3.3.3 Steady State (Searching)

While ADIS is in Searching Mode the Console must:

- a. Display the background spectra in real time;
- b. Display the spectra with labelled axes (eg. Differential Radiance vs. Wave Number);

- c. Display the spectra with date and time of the spectra indicated;
- d. Indicate the geographical location(s) of the sensor(s) in both latitude/longitude and MGRS;
- e. Display the scan azimuth and elevation in real-time;
- f. Give user ability to set color of the spectra;
- g. Display score as a histogram/bar graph (GLRT) with threshold for every target in Scanning, tracking and ranging modes;

While ADIS is in Searching Mode the Console must display high definition by:

- a. Displaying the output from the ADIS camera;
- b. Toggling between the displays of each ADIS camera connected in its network;

While ADIS is in Searching Mode the Console must display the ADIS configuration by:

- a. Displaying the OH location on a 2-D map in a format easily available and up loadable by the operator such as GeoTIFF, Geo PDF;
- b. Displaying the current bearing line of the OH on a 2D map in real time (i.e. current bearing line as the OH scans);
- c. Displaying the current FOV on the 2D map, synchronized with current bearing;
- d. Displaying the field of regard on the 2D map, for all sensors, in Azimuth and Elevation;
- e. Giving user the ability to save a screenshot, load a screenshot of the map with its overlays;
- f. Displaying a compass on the 2D map;
- g. Displaying candidates and GASEM fits in confirmation mode;

While ADIS is in Searching Mode the Console must indicate the ADIS status by:

- a. Displaying the power status.
- b. Displaying the connectivity status for each sensor;
- c. Displaying the GPS status;
- d. Displaying the connectivity status with SI&DS;
- e. Having a button giving the control to or removing the control from SI&DS console;
- f. Displaying network activity (e.g. packets received, packets sent); and

The Console should allow the operator to define exclusion zones within which all D&I are inhibited.

3.3.3.4 Alarm Events

In the event of a detection of a chemical hazard, ADIS must display a flashing alarm visible up to 25 m under sunlight conditions.

ADIS must allow the operator to reset alarms manually after a chemical agent has reduced below alarm levels.

During an alarm, ADIS must display:

- a. The names of all the detected compounds as they appear in the library;
- b. The classes of the detected compounds;
- c. The level of confidence of the detection;
- d. When multiple substances detections occur, the chemical which represents the greatest risk;
- e. The spectra of gases detected;
- f. The date and time of the event;
- g. Candidates and GASEM fits in confirmation mode;
- h. The zone, in azimuth, of the detected chemical cloud on the map; and
- i. When two or more ADIS are in a network, which ADIS alarmed.

ADIS must create a CBRN 4 message using the prefilled fields and the identification data.

ADIS must maintain a status record of detected chemical events with corresponding time stamp.

The Console should display the numerical coordinates of the left and right boundaries (azimuth) of the detected chemical cloud on the map.

ADIS should have relevant MSDS and/or NIOSH information (relative toxicity, physical/chemical properties, respirator recommendations, first aid, etc.) available for the identified compounds.

The Console must allow user to:

- a. Edit, save and send the CBRN 4 message in a format compatible with the CF C4ISR system;
- b. Ignore further alarms triggered by a certain signature;
- c. Save the status record of detected chemicals and warnings to a USB memory stick; and
- d. Cancel audio and visual alarms for both the Console and the CPC from the Console.

The Console should maintain the graphical display of the chemical cloud boundaries on the map as long as the cloud persists even if audio and visual alarms have been manually cancelled.

3.3.3.5 *Alert Events*

In the event of an ADIS malfunction the Console must display a flashing alert visible up to 25 m under sunlight conditions.

The audio and visual alerts indicating an equipment malfunction must be clearly distinct from those indicating detection of a CWA or TIC.

Under an alert, the Console must:

- a. Give a recommendation for operator intervention (e.g. reboot, send to third line, etc.) and give a link to relevant section of user manual for more information; and
- b. In the event of a malfunction with any of the networked ADIS, automatically indicate which of the networked ADIS reported the malfunction.

The Console must provide the operator with the means to cancel audio and visual alerts for both the Console and the CPC.

ADIS must maintain and provide a status record of the alert events encountered by ADIS with corresponding time stamp.

3.3.3.6 *Temporary Over-ride of Mission Settings*

The Console must allow the user to temporarily over-ride the mission settings for all parameters, and revert back to mission settings.

The Console must allow the user to manually adjust the OH azimuth and elevation.

The Console must give the user the option to instantly return to the programmed mission settings.

3.3.3.7 *Advanced User Interface Features*

The Console software must incorporate more advanced displays with extra functionalities and diagnostic tools, identified as "advanced user interface features," available to a higher level user type.

The advanced user interface features must be password protected.

The advanced user interface features must display and allow the user to save the measurement results, the selected gases and their fits, the calculated temperature contrast between the gas and the background and the mode of operation (direct or differential).

The advanced user interface features must permit the user to select sequences of mode of operation (direct or differential).

The advanced user interface features must be portable between standard laptop personal computers.

The advanced user interface features must provide access to the raw data, including interferograms, real and imaginary raw spectra and calibration data.

The advanced user interface features must automatically save all parameters, GSM (GASEM file extensions) and SPC (Spectrum file extensions) files generated during the Searching and confirming

modes for all events leading to system alarms. The files do not need to be retained if the ADIS does not alarm.

The advanced user interface features must provide the capability to modify algorithm thresholds "live", without having to reboot.

The advanced user interface features should include the capacity of saving the results of the identification calculation which includes all the eleven variable parameters settings used to estimate the best fit of the gas and also the estimated concentration and standard deviation of concentration determined for each gas tested. The presence of gas indicator should also be saved in the same file.

3.3.4 Library Management

ADIS must provide means to load background files and encrypted signature files on the CPC directly from the Console when these files are provided on a USB key.

The ADIS Library Management Tool (LMT) will be installed and operated on a DRDC computer where data files will be edited, updated, and saved. These files will then be uploaded to the CPC through the Console by a Super- administrator or Administrator only. The threat files will be encrypted. The use of a USB drive containing updated data files would allow multiple ADIS units to be quickly synchronized using the same files.

The LMT must:

- a. Edit, save and upload data files to the CPC through the Console;
- b. Create new or modify existing background database or signature database files in the format used by the CPC;
- c. Edit the database metadata fields including, but not limited to:
 - i. Identification Number;
 - ii. Name;
 - iii. Comments;
 - iv. Created By;
 - v. Created On;
 - vi. Modified By; and
 - vii. Modified On;
- d. Restrict measurement and signature data to a user-selectable spectral range with sensible defaults adequate for the ADIS spectral range;
- e. Read existing ADIS measurement files and select a user-specified number of measurements (randomly or sequentially) for insertion into the background database file;
- f. Show a spectrogram view of the background database file and select individual spectra for display;
- g. Split the background database into two sets according to user-specified spectral length and norm thresholds if background classification is enabled (See NOTE 1 below);
- h. Display the distribution of the spectral length and norm metrics in the background database in order to tune the background classification thresholds (See NOTE 1 below);
- i. Add, remove, or reorder threat signatures in signature database files; and
- j. Encrypt the signature database.

The LMT should be designed to quickly and easily allow DRDC personnel to upgrade the configuration, background and threat files via the Console. The configuration, background, and threat files will be present on both the Console and the CPC.

For each signature in the signature database, the LMT must:

- a. Allow editing the version of the signature for the particular chemical, the name of the chemical, its category (e.g. CWA, TIC, etc.), its type (e.g. nerve agent, blood agent, etc.) and comments specific to that signature;
- b. Allow choosing the name and category from a pull-down menu populated with standard designations for known agents (such as CBRN 4 designation for agents and agent types);

- c. Allow editing the thresholds pertaining to that particular chemical, namely the GLRT thresholds in direct and differential modes, and the confirming mode thresholds (DCP, r2, CLstd);
- d. Allow editing the micro-window for that particular chemical (see NOTE 2 below); and
- e. Allow the user to plot and inspect the signature and associated micro-window.

The CPC software must generate a new library and software version identifier to confirm successful upgrades to library databases and algorithm respectively

The threat and background database must allow for updates without shutting down ADIS.

NOTES:

(NOTE1) Background classification is a feature of the CASSIDI algorithms that basically splits the whole Searching mode part of the algorithm into two parallel branches according to a rough, fast classification of the current measurement. The idea is that this preliminary classification specializes each branch and should in theory enhance the detection performances. In practice, it comes with the drawback that thresholds must be specified differently for each branch, which is so much a problem that the whole classification step is bypassed in the standard configuration of CATSI EDM.

(NOTE2) The micro-windows are spectral regions in which the GASEM procedure in the confirmation stage tries to fit the threat model to the actual measurement. Since they are specific to a particular agent, they are stored in the signature database. The micro-windows are not user-modifiable in CATSI EDM and should only be changed by DRDC. As such they could probably safely be included in ADIS' signature database.

3.4 *Physical Requirements*

3.4.1 *ADIS Construction*

The architecture of ADIS must be open to allow for integration of additional hardware and software for future expansion.

ADIS design must mechanically and electrically prevent the incorrect set-up and support of system components.

ADIS computing resources must have a growth potential of at least 50% to address future testing requirements, data base increases and software updates.

ADIS should be constructed of modular, field replaceable components allowing for maintenance by exchange or repair by replacement, without modification or adjustment.

ADIS design should adhere to the design guidelines of MIL-HDBK-454B.

3.4.2 *Weight*

ADIS, in its transit configuration, must not exceed 200 kg.

ADIS, in its transit configuration, should not exceed 160 kg.

While in transit configuration individual loaded transit cases must not exceed 46 kg each.

No single ADIS component should weigh more than 26 kilograms.

3.4.3 *Dimensions*

ADIS, in transit configuration, must be transportable using one DND Light Truck (e.g. G-Wagon, volume approximately 2.25 m³ (79.5 cubic ft) to first seat row) or civilian/commercial ½ ton vehicle without modification to the vehicle.

ADIS, in transit configuration, should be transportable using one DND utility transport vehicle (UTV) (MRZR4, cargo hold dimensions 83.8 cm x 114.3 cm x 50.8 cm) without modification to the vehicle.

The OH's volume must not exceed 0.08 m³.

The OH's volume should be less than 0.06 m³.

3.4.4 *Signature*

3.4.4.1 *Heat Signature*

ADIS must have a surface temperature, excluding lens, lower than 33°C when operating steady-state in an ambient temperature of 20°C.

3.4.4.2 *Acoustic Signature*

The ADIS noise level, except alarms, must be non-detectable at a distance of 30 m in accordance with MIL-STD-1474D, Table 2-1.

The ADIS noise level, except alarms, should be non-detectable at a distance of 10 m in accordance with MIL-STD-1474D, Table 2-1.

3.4.4.3 *Visual Signature*

The light emitted by ADIS, except the console and the visual alarm, must be undetectable by the unaided human eye at a distance greater than 25 m.

ADIS must have a "Black Out" mode, in which all external light sources, except the Console are extinguished so that no visible light is emitted.

3.5 *Specialty Engineering*

3.5.1 *Security*

ADIS must have at least two different levels of accessibility and authorization for changes to settings according to user-type: Super-administrator, Administrator and Operator.

ADIS must have a Communication Security Establishment Canada (CSEC) approved Login/security.

ADIS must allow user passwords to be modified.

All communicated data from the databases housed on the CPC must be protected when sent to the console.

For security purposes the threat database must be encrypted.

ADIS wireless communications should use commercial off-the-shelf data encryption.

The security and data integrity of ADIS must be protected against unauthorized access.

The D&I software must be appropriately protected and resistant to intentionally hostile or accidental attempts at unauthorized inputs, commands, deletion, or modification by operator or user, remotely via an electronic interface or by embedded or hidden software code.

ADIS must comply with Communication Security Establishment's (CSE), Information Technology Security Guidance document on Network security Zones ITSG-22 for all Contractor provided Information Systems that (Reference: https://www.cse-cst.gc.ca/en/system/files/pdf_documents/itsg22-eng_0.pdf):

- a. Connect to DND Information systems; and
- b. Process and store classified and designated DND data.

This directive covers:

- a. IT Security Zones Baseline Security Requirements for all information and information technology (IT) assets provided by the Contractor which become the property of Canada; and
- b. All information and IT assets that are owned by the Contractor that have or will have Canada owned data on it

ADIS must comply with the Canadian Security Establishment (CSE) Information Technology Security Guidance publication ITSG-06, Clearing and Declassifying Electronic Data Storage Devices, for (Reference: https://www.cse-cst.gc.ca/en/system/files/pdf_documents/itsg06-eng.pdf):

- a. All magnetic storage media provided by the Contractor that becomes Canada property; and
- b. All magnetic storage media controlled by the Contractor that have or will have Canada owned data on them.

ADIS must comply with the Communication Security Establishment (CSE) Canada, Information Technology Security Guidance publication ITSG-38, Network Security Zoning (Design Considerations for Placement of Services within Zones (Reference: https://www.cse-cst.gc.ca/en/system/files/pdf_documents/itsg38-eng_0.pdf)

The ADIS network must authenticate users to control access and comply with A-SJ-100-002/AS-001, DND Operational Security Standard for Information Systems, Chapter 3, Section 2, Security Controls regarding access and audit functions.

3.5.2 Human Factors Engineering

ADIS must be designed with the guidance of MIL-STD-1472F.

ADIS, while in its transit cases, must be crew-portable by a two-person detachment in accordance with the requirements of MIL-STD-1472F.

ADIS must be capable of day and night operation and be compatible with night vision goggles (NVG).

ADIS must be assembled and operated by a CAF staff in full fighting order and wearing individual protective Equipment (IPE).

ADIS must permit an operator clothed in IPE to perform maintenance in the field.

ADIS must be operable by the 5th percentile female to the 95th percentile male of the CF population.

All individual pieces of equipment weighing more than 10 kg must be equipped with handles or another mechanism for ease of manoeuvring during installation and transportation.

3.5.3 Environment, Health and Safety

ADIS must not present a safety or health hazard to the operator.

ADIS should use a minimum number of consumables.

ADIS must comply with the Canadian Occupational Health and Safety Regulations, SOR/86-30, Parts VII, VIII and X. (Reference: <http://laws-lois.justice.gc.ca/eng/regulations/SOR-86-304/page-1.html>)

ADIS must not contain components that individually or collectively produce ionizing radiation in excess of 50 mSv annual equivalent dose to the operator.

ADIS must have Canadian Standards Association (CSA) or Underwriters' Laboratory (UL) approval, and display the CSA or UL mark denoting ADIS suitability for Canadian and international use.

3.5.4 Survivability

ADIS outer surface and finish must facilitate cleaning and decontamination guided by the principles stated in NATO AEP 7.

3.6 Electromagnetic Environmental Effects (E3) Requirements

3.6.1 Radiated Susceptibility

ADIS must not exhibit any malfunction, degradation of performance, or deviation from specified operation, when subjected to the radiated electric fields listed in MIL-STD-461F:

- a. Method RS101, Figure RS101-2, Navy; and

- b. Method RS103, Table VII, Army Ground.

3.6.2 *Radiated Emissions*

Electric field emissions from ADIS must not radiate in excess of those specified in MIL-STD-461F:

- a. Method RE101, Figure RE101-2, Navy; and
- b. Method RE102, Figure RE102-4, Navy Mobile and Army.

3.6.3 *Electrostatic Discharge*

ADIS must meet the specifications for electromagnetic environmental effects of electrostatic discharge control in accordance with MIL-STD-464C paragraph 5.8.

Compliance must be verified by test AECTP-500, Category 508 Leaflet 2 or IEC 64000-4-2 Ed 2.0 Dec 2008. Electromagnetic compatibility (EMC) – Part 4-2: Testing and measurement techniques – Electrostatic discharge immunity test.

3.6.4 *Electromagnetic Radiation Hazards (EMRADHAZ)*

ADIS must meet the specifications for electromagnetic environmental effects of Hazards of Radio Frequency (HERP) to Personnel in accordance with C-55-040-001/TS-001 and Health Canada Safety Code 6 (2013), Limits of Human Exposure to Radiofrequency Electromagnetic Energy in the Frequency Range from 3 kHz to 300 GHz.

3.6.5 *Electrical Bonding*

ADIS must meet the specifications for Electrical Bonding in accordance with MIL-STD-464C paragraph 5.11.3.

ADIS electrical bonding must provide electrical continuity across external mechanical interfaces on electrical and electronic equipment, both within the equipment and between the equipment and other system elements, for control of E3 such that the system operational performance requirements are met.

3.6.6 *Grounding*

ADIS must meet the specifications for Electrical Grounding in accordance with MIL-STD-464C paragraph 5.12.

Each component of the system must have a threaded ground lug to which a bonding strap can be attached.

3.6.7 *Intra-system EMC*

ADIS must meet the specifications for intra-system electromagnetic environmental effects of Electromagnetic Compatibility (EMC) such that system operational performance requirements are met in accordance with MIL-STD-464C paragraph 5.2

3.7 *Integrated Logistics Support (ILS) Requirements*

3.7.1 *Reliability*

ADIS must have a Mean Time Between Failures (MTBF) of at least 1000 hrs at an ambient temperature of 23°C ± 5°C, in accordance with MIL-HDBK-217F (1991-12-02) and notice 2 (1995-02-28), parts stress method, and assuming a "Ground Fixed" profile.

ADIS should have more than 2,500 hours MTBF under the same conditions as above.

3.7.2 *Maintainability*

3.7.2.1 *Operator Maintenance*

ADIS must have an incorporated non-resettable Elapsed Time Meter (ETM) to measure the cumulative time in hours and minutes ADIS was powered on.

ADIS must have a Mean-Time-To-Repair (MTTR) at the First Line maintenance level that does not exceed 60 minutes. This includes:

- a. Isolate the problem to the Line Replaceable Unit (LRU);
- b. Remove/replace the faulty LRU; and
- c. Verify the serviceable condition of ADIS.

ADIS must be maintained at first line without special tools or test equipment.

ADIS must not require any special tools or test equipment for the user to connect the external batteries.

ADIS batteries must be replaceable without requiring the use of tools.

All main components of ADIS or the components requiring frequent maintenance must be located to facilitate this maintenance or component change.

3.7.2.2 *Preventive Maintenance*

ADIS must not require preventative maintenance more than once in any 24-hour period except for cleaning the optical lens in dusty conditions and the charging or replacement of batteries.

ADIS should not require preventative maintenance more than once in any 72-hour period except for cleaning the optical lens in dusty conditions and the charging or replacement of batteries.

ADIS preventative maintenance must not exceed 15 minutes per day.

3.7.2.3 *Built In Test (BIT)*

The ADIS CPC must include a BIT capable of isolating a failure down to the LRU level and report results to the console.

The ADIS BIT must:

- a. Run continuously in the background;
- b. Ensure that all aspects of the camera, interferometer, detector, telescope and SSM are operating within specification;
- c. Be an integral part of ADIS;
- d. Upon initialization, the full diagnostic requires less than two minutes to complete;
- e. Be implemented for the interferometer and detector modules after every hour of field operation, or as requested by the operator, and require not more than one minute to complete;
- f. Alert the operator to system faults to the LRU level;
- g. Provide an alert message of malfunction to the Console;
- h. Provide a method to manually check, test and verify that all visual and audible indicators function on demand; and
- i. Provide a confidence verifier to demonstrate system functionality to the operator in the field.

The ADIS must allow operators to conduct a BIT at any time.

The BIT must be initiated when ADIS is powered on.

ADIS must log the BIT results on the CPC for the latest 24 hours in operation.

3.7.3 *Availability*

ADIS availability must be at least 99.9 %. Availability is defined as the ratio of MTBF/(MTBF+MTTR)

ADIS must perform all its functions, following storage of up to ten years in its transit cases.

3.7.4 *Service Life*

ADIS must have a 10-year in service life expectancy.

3.8 *Environmental Engineering Requirements*

3.8.1 *High Altitude*

ADIS must operate at altitudes up to 3,000 m in accordance with MIL-STD-810G (w/change 1), Method 500.6, Procedure II.

3.8.2 *Temperature – Operation*

ADIS must operate during high temperature extremes in accordance with MIL-STD-810G (w/change 1), Method 501.6, Procedure II, using Table 501.6-III, Ambient Air Conditions.

ADIS must operate during Low Temperature extremes in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure II, at constant temperature of -20°C.

ADIS should operate during exposure to low temperature extremes in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure II, at constant temperature of -32°C.

3.8.3 *Temperature – Storage*

ADIS must operate following high temperature storage in its transit cases in accordance with MIL-STD-810G (w/change 1), Method 501.6, Procedure I using Table 501.6-III, Induced Conditions.

ADIS must operate following low temperature storage in its transit cases in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure I at constant temperature of -33°C.

ADIS should operate following low temperature storage in its transit cases in accordance with MIL-STD-810G (w/change 1), Method 502.6, Procedure I, constant temperature of -51°C.

3.8.4 *Humidity*

ADIS must operate during exposure to high relative humidity up to 95% ±5% in accordance with MIL-STD-810G (w/change 1), Method 507.6, Procedure II.

3.8.5 *Thermal Shock*

ADIS must operate after being subjected to thermal shocks in accordance with MIL-STD-810G (w/change 1), Method 503.6, Procedure I-D when transferred from a controlled ambient condition of 23°C to a cold environment of -20°C and from a controlled ambient condition of 23°C to a hot environment at +49°C.

3.8.6 *Solar Radiation*

ADIS must operate throughout temperature cycles and solar radiation of up to 1120W/m² as per MIL-STD-810G (w/change 1) method 505.6 Procedure I, Worldwide deployment.

3.8.7 *Blowing Rain*

ADIS must operate while being exposed to Blowing Rain in accordance with MIL-STD-810G (w/change 1), Method 506.6, Procedure I, using rainfall rate of 1.7 mm/min (4 in/hr), and a wind speed of 18 m/sec (40 km/h).

3.8.8 *Immersion*

ADIS, while in its transit cases, must not show signs of water ingress following a 1 metre water immersion in accordance with MIL-STD-810G (w/change 1), Method 512.6, Procedure I.

3.8.9 *Freezing Rain*

ADIS must operate following exposure to a buildup of 6 mm of freezing rain in accordance with MIL-STD-810G (w/change 1), Method 521.4, and after the optical and moving parts are freed from ice.

3.8.10 *Snow*

ADIS must operate after exposure to, and having been cleared of heavy snow.

Compliance must be verified by the successful completion of the Low Temperature – Operation and Freezing Rain tests.

3.8.11 *Sand and Dust*

ADIS must operate with the optics covered during, and operate with the optics uncovered following testing in accordance with MIL-STD-810G (w/change 1), Method 510.6, Procedures I and II exposure to blowing dust and sand, after the optical lens has been cleaned off.

3.8.12 *Salt Fog*

ADIS must operate following exposure to salt fog, and after the optical lens has been cleaned off in accordance with MIL-STD-810G (w/change 1), Method 509.6.

3.8.13 *Shock*

The ADIS, while in its transit cases, must operate following transit drop shock from a height of 1 meter in accordance with MIL-STD-810G (w/change 1) 516.7 Procedure IV.

The ADIS components, while outside of their transit cases, should operate following transit drop shock from a height of 1 meter accordance with MIL-STD-810G (w/change 1) 516.7 Procedure IV.

3.8.14 *Vibration*

The ADIS, while in its transit cases, must not be damaged and operate following truck/trailer transportation in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure II, Category 5 – Loose Cargo.

ADIS must operate and not be damaged while exposed to military pattern vehicle transportation in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure I, Category 20 - Ground Vehicles (Composite Wheeled Vehicle – 1 minute exposure per 20 km).

ADIS should operate and not be damaged while exposed to military pattern vehicle transportation in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure I, Category 20 – Ground Vehicles (Tracked – 2.4 minutes per km).

The ADIS, while in its transit cases must not be damaged and operate following secured cargo transportation in a CH-146 Griffon helicopter in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure I, Category 9 – Rotary Wing Aircraft.

The ADIS, while in its transit cases must not be damaged and operate following secured cargo transportation in a CC-130 Hercules in accordance with MIL-STD-810G (w/change 1), Method 514.7, Procedure I, Category 8 – Propeller Aircraft.

3.8.15 *Fungus*

ADIS must be fungus resistant in accordance with MIL-STD-810G (w/change 1), Method 508.7, Procedure I using U.S. test fungi.

3.8.16 *Contamination by Fluids*

ADIS must not be degraded or damaged when exposed to fluids, for example standard petroleum, oils and lubricants (POL), solvents, de-icers, insecticides, disinfectants as well as chlorine and peroxide

based decontamination fluids, in accordance with MIL-STD-810G, Method 504.12 (w/change 1), Procedure II.

ADIS must remain operational with less than 25% reduction of detection range following operational and/or thorough decontamination.

The sensor lenses should be resistant to decontamination agents used by the CF and its NATO allies.

3.9 Materials Processes and Parts

3.9.1 New Materials

ADIS must be built using new materials.

No parts must be used for which the contractor suspects or has been formally or informally notified of their proposed production termination.

3.9.2 Labelling and Marking

All ADIS components must bear identification labels/plates in English and French, in accordance with D-02-002-001/SG-001, Canadian Forces Standard Identification Marking of Canadian Military Property.

The transit cases must be labelled in accordance with MIL-STD-1472G, para 5.8.6.3.12.

Safety warnings must be in English and French.

Safety warnings should be pictorial.

ADIS labels must be legible following exposure to the environmental conditions outlined in paragraph 3.8.

3.9.3 Sharp Edges

All sharp edges and burrs must be removed on all interior and exterior surfaces and corners of ADIS.

There must be no risk of the tearing or puncturing any protective clothing or injuring the operator during use.

3.9.4 Treatment, Painting and Finishes

All ADIS components, including transit cases, must be Green 383 (colour chip 34094), in accordance with FED-STD-595B.

ADIS must have a matte finish, with a gloss value of less than 3 in accordance with ISO 2813.

A Chemical Agent Resistant Coating (CARC) must be applied on the external paintable surfaces of ADIS, in compliance with MIL-DTL-53072C excluding the transit cases, optics, accessories and parts for which it would interfere with its operation.

4 Quality Assurance Provisions

4.1.1 Responsibility for Test

Unless otherwise specified, the contractor must perform all verification requirements specified herein. The Contractor must use his or other third party facilities suitable for the performance of the verification requirements specified herein, unless disapproved by DND. DND reserves the right to witness any of the inspections, demonstrations and tests set forth in this specification deemed necessary to assure conformance to prescribed requirements.

4.1.2 Design Verification Tests

Design Verification (Qualification) tests must be performed on sufficient ADIS prototypes to demonstrate to DND that ADIS meets all of the requirements set out in Section 3 of this SysRS. Design verification tests are split into two components: hardware and major software design verifications. Table 1 outlines

which requirements must be tested during the design verification tests for review at System Verification Reviews 1 and 2 (SVR1 and SVR2)

4.1.3 System Acceptance Tests (SAT)

SAT will be performed at a facility chosen by DND to verify that ADIS meets the requirements set out in Section 3 of this SysRS under actual field conditions. ADIS will be verified both in the field using F134 simulant as well as in a controlled laboratory setting using actual CWA and TIC. SAT inspections, demonstrations and tests are outlined in Table 1 for review at SVR3.

4.1.4 First Article Test (FAT)

The first production ADIS must undergo FAT to verify that the as built ADIS meets the requirements set out in Section 3 of this SysRS. Table 1 outlines which requirements must be tested during FAT for review at Functional and Physical Configuration Audits (FCA/PCA).

4.1.5 Verification Methods

The classification of verification methods are as follows:

Inspection (I). Inspection is an element of verification that is generally non-destructive and typically includes the use of sight, hearing, smell, touch, and taste; simple physical manipulation; and mechanical and electrical gauging and measurement.

Analysis (A). Analysis is an element of verification that uses established technical or mathematical models or simulations, algorithms, charts, graphs, circuit diagrams, or other scientific principles and procedures to provide evidence that stated requirements were met.

Demonstration (D). Demonstration is an element of verification that involves the actual operation of an item to provide evidence that the required functions were accomplished under specific scenarios. The items may be instrumented and performance monitored.

Test (T). Test is an element of verification in which scientific principles and procedures are applied to determine the properties or functional capabilities of items. It involves proof of compliance using instrumentation and facilities to verify compliance, through data capture and review.

Certificate of Conformance (CoC). CoC is a document issued by an accredited 3rd party organization, with a formal statement that it certifies or warrants that the proposed system, supplied good or service fully complies with the required specifications.

4.1.6 Requirements Verification Matrix (RVM)

Table 1 contains the RVM indicating the verification method for each requirement in Section 3 of this SysRS. Compliance to the RVM must be demonstrated as part of the FCA/PCA activities.

Table 1: Requirements Verification Matrix

Paragraph	Title	Verification Method			
		SVR1	SVR2	SVR3	FCA
3.	Requirements				
3.1	General Requirements			D	D
3.1.1	Government Furnished Equipment (GFE)				
3.2	Performance Requirements				
3.2.1	Detection and Identification (D&I)				
3.2.1.1	Range, Temperature and Probability of Detection			T	

Paragraph	Title	Verification Method			
		SVR1	SVR2	SVR3	FCA
3.2.1.2	Chemical State			T	
3.2.1.3	Cloud Boundaries			T	
3.2.1.4	Field of View			T	
3.2.1.5	Response Time			T	
3.2.1.6	Field of Regard			T	
3.2.2	Optical Head Subsystem				
3.2.2.1	Optical Head	D			D
3.2.2.2	Video Camera	I			I
3.2.2.3	Telescope Module	I			I
3.2.2.3.1	Telescope	I			I
3.2.2.3.2	Scene Splitting Device	I			I
3.2.2.3.3	Fast Shutter	I			I
3.2.2.4	Double Input Beam Interferometer	I			I
3.2.2.5	Detector Module	I			I
3.2.2.6	Calibration Module	I			I
3.2.2.7	GPS	I			I
3.2.2.8	Compass	I			I
3.2.3	Scene Scanning Mechanism (SSM) Subsystem				
3.2.3.1	Scene Scanning Mechanism	D			D
3.2.3.2	Scan Rate	D	D		D
3.2.3.3	Pointing Accuracy	T			
3.2.4	Central Processing and Control (CPC) Subsystem				
3.2.4.1	Central Processing Controller (CPC)	D			D
3.2.4.2	Communication	D		D	
3.2.4.3	Processor and Data Management	D			D
3.2.5	Power Subsystem				
3.2.5.1	Battery Power				
3.2.5.1.1	Internal Batteries	A			
3.2.5.1.2	Battery Pack	D			D
3.2.5.2	Battery Charger	D			D
3.2.5.3	External Power	T			D
3.2.6	Console Subsystem	D			D
3.2.7	Accessories Subsystem				
3.2.7.1	Transit Cases	I			D
3.2.7.2	Lens Cleaning Kit	I			D
3.2.7.3	Cables and Connectors	I			D
3.2.8	Platform Interface Subsystem				
3.2.8.1	Tripod Mounting	D			D
3.2.8.2	Mounting Baseplate	D			D
3.2.9	Set-up and Start-up Time				
3.2.9.1	Single ADIS Set-up Time		D		D
3.2.9.2	Single ADIS Start-up Time		D		D
3.2.9.3	Network Set-up Time		D		
3.2.10	Modes of Operation				
3.2.10.1	Initializing Mode			D	
3.2.10.2	Calibrating Mode			D	
3.2.10.3	Testing Mode			D	
3.2.10.4	Searching Mode			D	

Paragraph	Title	Verification Method			
		SVR1	SVR2	SVR3	FCA
3.2.10.5	Confirming Mode			D	
3.2.10.6	Tracking Mode			D	
3.2.10.7	Ranging Mode			D	
3.2.10.9	Operation While Under Malfunction		D		
3.2.11	Networking Requirements				
3.2.11.1	Networked Sensors		D		
3.2.11.2	Communications to ADIS Console		D		
3.2.11.3	Communications Protocol		D		
3.2.4.4	Sensor Integration and Decision Support (SI&DS) Network		D		
3.3	Software Requirements				
3.3.1	CPC Software				
3.3.1.1	General		D		
3.3.1.2	ADIS Data Logs		D		
3.3.1.3	Dynamic Selection of Field of Regard		D		
3.3.2	Detection and Identification (D&I) Software		A		
3.3.3	Console Software				
3.3.3.1	Graphical User Interface (GUI)		D		
3.3.3.2	Mission Set-up Wizard		D		
3.3.3.3	Steady State (Searching)		D		
3.3.3.4	Alarm Events		D		
3.3.3.5	Alert Events		D		
3.3.3.6	Temporary Over-ride of Mission Settings		D		
3.3.3.7	Advanced User Interface Features		D		
3.3.4	Library Management			D	
3.4	Physical Requirements				
3.4.1	ADIS Construction				A
3.4.2	Weight	I			I
3.4.3	Dimensions	I			I
3.4.4	Signature				
3.4.4.1	Heat Signature	T			
3.4.4.2	Acoustic Signature	T			
3.4.4.3	Visual Signature	T			
3.5	Specialty Engineering				
3.5.1	Security		D		
3.5.2	Human Factors Engineering			D	
3.5.3	Environment, Health and Safety				A
3.5.4	Survivability				A
3.6	Electromagnetic Environmental Effects (E3) Requirements				
3.6.1	Radiated Susceptibility	T			
3.6.2	Radiated Emissions	T			
3.6.3	Electrostatic Discharge	T			
3.6.4	Electromagnetic Radiation Hazards (EMRADHAZ)	T			
3.6.5	Life Cycle E3 Hardness	T			
3.6.6	Electrical Bonding	T			
3.6.7	Grounding	I			

Paragraph	Title	Verification Method			
		SVR1	SVR2	SVR3	FCA
3.6.8	Intra-system EMC	T			
3.7	Integrated Logistics Support (ILS) Requirements				
3.7.1	Reliability	A			
3.7.2	Maintainability				
3.7.2.1	Operator Maintenance	A			
3.7.2.2	Preventative Maintenance	A			
3.7.2.3	Built In Test (BIT)		D		D
3.7.3	Availability	A			
3.7.4	Service Life	A			
3.8	Environmental Engineering Requirements				
3.8.1	High Altitude	T			
3.8.2	Temperature – Operation	T			
3.8.3	Temperature – Storage	T			
3.8.4	Humidity	T			
3.8.5	Thermal Shock	T			
3.8.6	Solar Radiation	T			
3.8.7	Blowing Rain	T			
3.8.8	Immersion	T			
3.8.9	Freezing Rain	T			
3.8.10	Snow	A			
3.8.11	Sand and Dust	T			
3.8.12	Salt Fog	T			
3.8.13	Shock	T			
3.8.14	Vibration	T			
3.8.15	Fungus	T			
3.8.16	Contamination by Fluids	T			
3.9	Materials, Processes and Parts				
3.9.1	New Materials				A
3.9.2	Labelling and Marking				I
3.9.3	Sharp Edges				I
3.9.4	Treatment, Painting and Finishing				CoC

5 Preparation for Delivery

ADIS **must** be packed in its respective transit cases prior to delivery. Unless otherwise specified, commercial packaging for delivery is acceptable.

Attachment AA1 to Appendix AA of Annex A

Video Encoder Table

Requisition Number:
DND Document # W8476 – 145109
RDIMS #39556558

Prepared by:

CBRN Omnibus - PM Chemical Sensors
National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2

The table below represents all elements to be used in the Mandatory Metadata Set in lieu of original tables from MISB ST0902. The differences between MISB ST0902 and the table below are the inclusion of Frame Corners information and the removal of mandatory Security LDS elements.

Tag #	Tag Name	High profile	Low Profile
1	Checksum	Note 1	Note 2
2	UNIX Time Stamp	Note 1	Note 2
3	Mission ID	Note 1	Note 3
5	Platform Heading Angle	Note 1	Note 2
6	Platform Pitch Angle	Note 1	Note 2
7	Platform Roll Angle	Note 1	Note 2
10	Platform Designation	Note 1	Note 3
11	Image Source Sensor	Note 1	Note 3
12	Image Coordinate System	Note 1	Note 3
13	Sensor Latitude	Note 1	Note 2
14	Sensor Longitude	Note 1	Note 2
15	Sensor True Altitude	Note 1	Note 2
16	Sensor Horizontal FoV	Note 1	Note 2
17	Sensor Vertical FoV	Note 1	Note 2
18	Sensor Rel. Azimuth Angle	Note 1	Note 2
19	Sensor Rel. Elevation Angle	Note 1	Note 2
20	Sensor Rel. Roll Angle	Note 1	Note 2
21	Slant Range	Note 1	Note 2
22	Target Width	Note 1	Note 2
23	Frame Center Latitude	Note 1	Note 2
24	Frame Center Longitude	Note 1	Note 2
25	Frame Center Elevation	Note 1	Note 2
26	Offset Corner Latitude Point 1	Note 1	Note 2
27	Offset Corner Longitude Point 1	Note 1	Note 2
28	Offset Corner Latitude Point 2	Note 1	Note 2
29	Offset Corner Longitude Point 2	Note 1	Note 2
30	Offset Corner Latitude Point 3	Note 1	Note 2
31	Offset Corner Longitude Point 3	Note 1	Note 2
32	Offset Corner Latitude Point 4	Note 1	Note 2
33	Offset Corner Longitude Point 4	Note 1	Note 2
48/1	Security Classification ⁵	Note 1	Note 3
48/2	Classifying Country and Releasing Instructions Country Coding Method ⁵	Note 1	Note 3
48/3	Classifying Country ⁵	Note 1	Note 3
48/6	Releasing Instructions ⁶	Note 1	Note 3
48/22	Security Metadata Version ⁵	Note 1	Note 3
65	UAS LDS Version	Note 1	Note 2

Note 1: In the High profile LDS packet shall be present with every video frames;

Note 2: In the low profile those elements shall be present in a LDS packet every 200 milliseconds

Note 3: In the low profile those elements shall be present in a LDS packet every 15 seconds



Attachment AA2 to Appendix AA of Annex A

Sensor Integration Specification and Guide for CF CBRN sensor acquisition projects

for the Area Detection and Identification System project

Version: 1.5



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document shall continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas des marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originellement doivent continuer de s'appliquer.



 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

Table of Contents

1.	Introduction	3
2.	Document Overview	3
3.	Concept of Operation	4
3.1	Common Sensor Controller (CSC) concept of operation	4
3.2	Command and Control (C2) integration concept of operation	5
4.	Sensor integration and STANAG 4586	5
4.1	Generic Product Transport (GPT)	6
4.2	Applying the functional Architecture	6
4.3	Level of interoperability	7
5.	Scope	8
6.	Requirement classification	10
7.	VSM Requirements	11
7.1	Requirements for Standards	11
7.2	Test and simulation requirements	12
7.3	GPS requirements	13
7.4	Meteorological requirements	13
7.5	Reach-back requirements	13
7.6	Configuration requirements	15
7.7	Data streams requirements	18
7.8	Unique Identifiers requirements	19
7.9	Messaging requirements	20
	Schedule A: VSM configuration schema	42
	Acronyms:	51

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

1. Introduction

Current or “legacy” CBRN sensors/systems are generally designed to be unique and system specific. This results in a variety of non-interoperable “stovepipe” systems that makes deployment, support and training a challenge for Operators.

As such the Canadian Forces requires that CBRN sensors support the following from a system management and integration point of view:

- Sensor data integration (event based and on demand) into various CF Command and Control Systems in order to provide situational awareness to the Commander
- Sensor monitoring and control using a common sensor controller

2. Document Overview


This document is based on document D-LP-001-000/SR-002 “CBRN Sensor Integration Specification for CF CBRN sensor acquisition projects” and has been tailored specifically for the Area Detection and Identification System (ADIS) project yet it maintains the original document’s requirements, requirements’ numbering and overall structure.

This document provides sensor acquisition projects with an understanding of how sensor integration with Sensor Integration & Decision Support (SI&DS) is achieved and most importantly it specifies the requirements that the sensor acquisition project must include in their own specification to make this integration possible.

Although the document attempts to introduce all key concepts, it is important to note that the reader needs to be familiar with STANAG 4586 and its associated documentation to be able to fully understand the concepts and requirements stated in this document.

The document is structured as follows:

- Section 3- Concept of Operation: introduces the sensor integration concept of operation
- Section 4 - Sensor integration and STANAG 4586: introduces STANAG 4586 and how it is relates to sensor integration
- Section 5 - Scope: delineates the scope between SI&DS project or LCMM and the sensor acquisition project
- Section 6 - Requirement classification: describes the requirement classification scheme.
- Section 7 - VSM Requirements: describes the detailed requirements.

 National Defence	Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS		

3. Concept of Operation

CBRN sensors may be deployed to address different scenarios. Figure 1 depicts a number of those architectural scenarios, while assuming the typical case of CBRN sensors/platforms being deployed on an unclassified network. From left to right, it depicts

- 1) A cluster of statically deployed sensors that are controlled by an OEM specific controller;
- 2) A number of sensors mounted on manned or unmanned vehicle(s);
- 3) Individual sensor(s) that may be statically deployed or alternately carried by a dismounted operator.

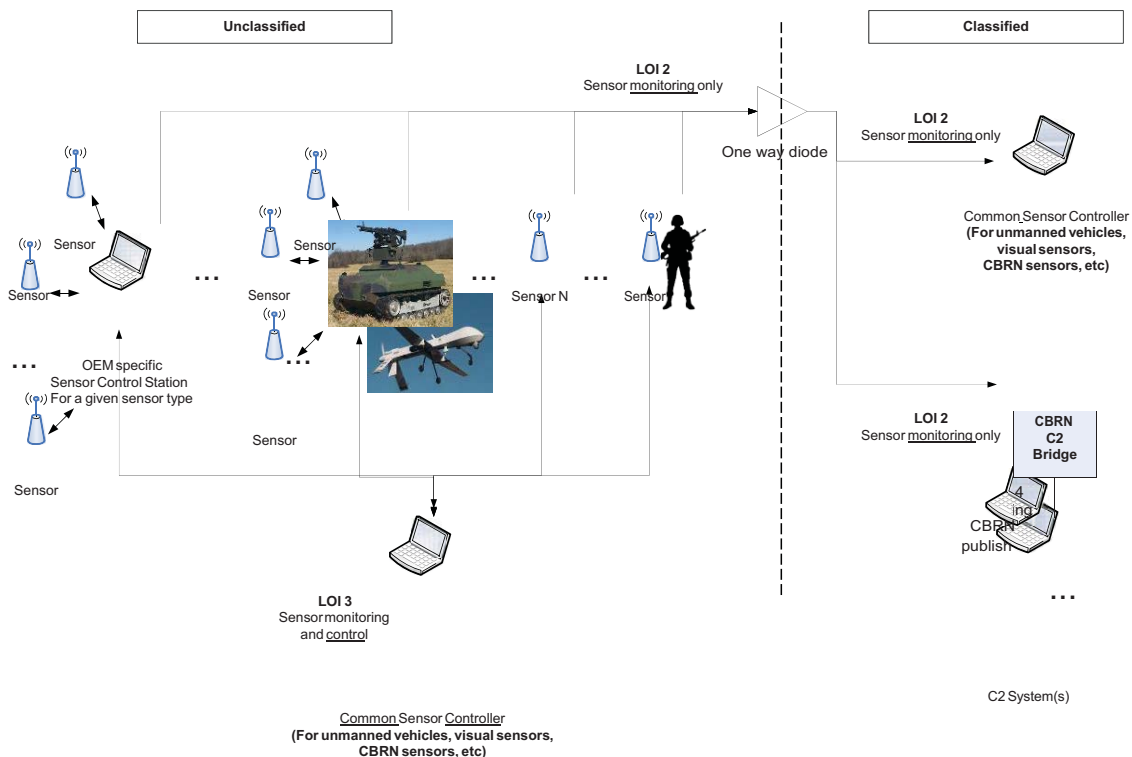


Figure 1: CBRN sensor management and integration architecture


The concept of operation calls for all CBRN sensors to be managed and integrated in the same way regardless of their deployment scenario.

3.1 Common Sensor Controller (CSC) concept of operation

A Common Sensor Controller (CSC) shall be used to monitor and control all CBRN sensors, as well as other types of sensors. The CSC will provide a unified way to manage the sensors thus reducing costs for deployment, support and training.

Typically the CBRN sensors/platforms will be deployed on an unclassified network, thus the CSC capability will be described (see Figure 1) as follows:

- 1- When the CSC is deployed on the unclassified network then it shall be capable of both monitoring and control of the sensors.
- 2- When the CSC is deployed on the classified network then it shall be capable of only monitoring the sensors due to the one way communication nature between unclassified

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

and classified networks.

3.2 Command and Control (C2) integration concept of operation

On the classified network, a CBRN C2 Bridge will also be monitoring the sensor traffic in order to publish required data to the applicable CF C2 system(s). The CBRN C2 Bridge is configurable such that it can publish to various CF Environment's C2 systems such as the Land, Naval and National Command Environments as well as Special Forces.

4. Sensor integration and STANAG 4586

In order to satisfy the goals and CONOPs mentioned above, the CF has decided to standardize CBRN sensor management and integration around STANAG 4586 which is in line with how it currently integrates other types of sensors.

Although STANAG 4586 is a standard interface for Unmanned Aerial Vehicle (UAV) control systems, its architecture can be extended to conceptually replace the UAV with other vehicles, or platforms, or simply an abstract one thus it can accommodate the scenarios depicted in Figure 1.

Figure 2 describes a simplified functional architecture where the integration of the vehicle/sensor platform to the C2 systems is achieved via a UAV Control System (UCS). The UCS can be composed of several components; the ones of particular interest here are the Core UAV Control System (CUCS), the Vehicle Specific Module (VSM) and their associated interfaces.

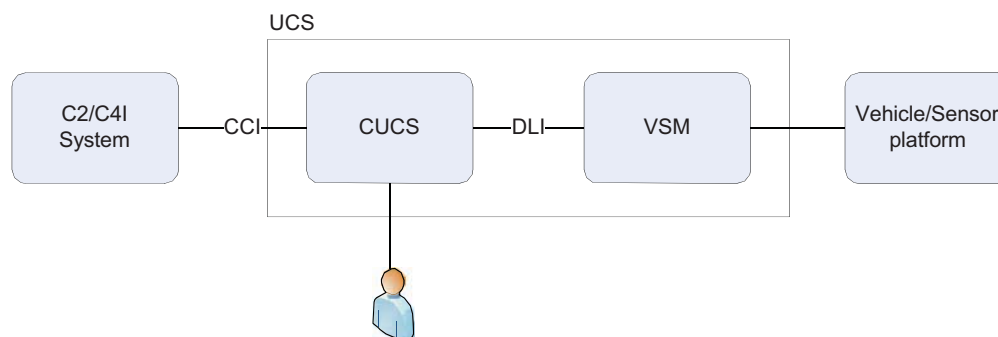



Figure 2: Simplified STANAG 4586 functional architecture

The Vehicle Specific Module (VSM) is a function that resides between the DLI and the vehicle, or sensor platform, subsystem. It facilitates compliance with STANAG 4586 by acting as a bridge between standard DLI data formats, and protocols and a specific vehicle, or sensor platform.

The Data Link Interface (DLI) is the interface between the Vehicle Specific Module (VSM) and

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

the Core UAV Control System (CUCS). It provides for standard messages and formats to enable communication between a variety of vehicles, or sensor platforms, and NATO standardized control stations.

The Core UAV Control System (CUCS) provides the operator with the user interface that enables the conduct a mission involving the vehicle, or sensor platform. It shall support the requirements of the DLI, CCI, and Human Computer Interface (HCI).

Command and Control Interface (CCI) is the interface between the UCS Core and the external C4I systems. It specifies the data requirements that should be adopted for communication between the UCS Core and all C4I end users through a common, standard interface.

Please note that STANAG 4586, from a terminology perspective, refers to sensors as ‘payloads’. This same terminology will be used where appropriate in the remainder of this document.

4.1 Generic Product Transport (GPT)

The Generic Product Transport (GPT) is a new protocol recently added to STANAG 4586 to address a gap related to transporting sensor product data that is not in the form of a data stream and especially when the sensor product is on demand or event based and lacks the definition of such mechanism in its own standard.

The CBRN domain lacks such transport mechanism and as such this specification will require the VSM and CUCS to use GPT for CBRN products’ transport.

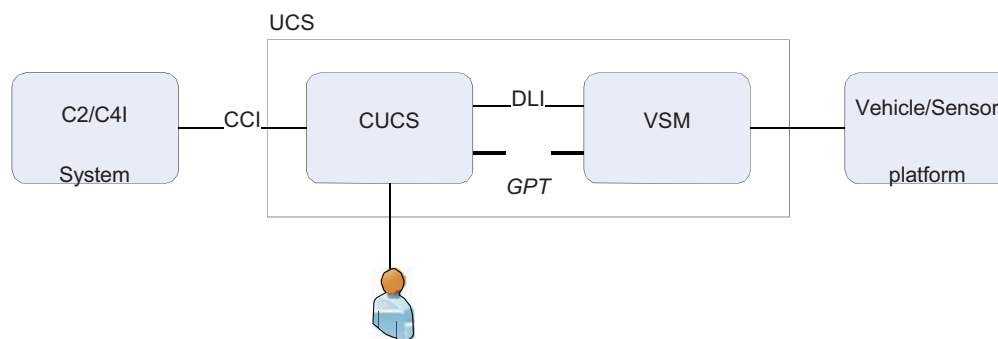



Figure 3: Functional architecture with GPT

4.2 Applying the functional Architecture

Having introduced the different critical components of STANAG 4586, it is important to

understand how they tie in with the architecture described in Section 2. As such, Figure 4

 National Defence / Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

overlays the functional architecture of STANAG 4586 onto the architecture described in Section 2.

Note that in this example, all components on the left hand side of the diagram are on the same unclassified network and are communicating with each other on one or more multicast addresses depending on the configuration of the network. Similarly, all components on the right hand side of the diagram are on the same classified network and are listening on one or more multicast addresses depending on the configuration of the network.

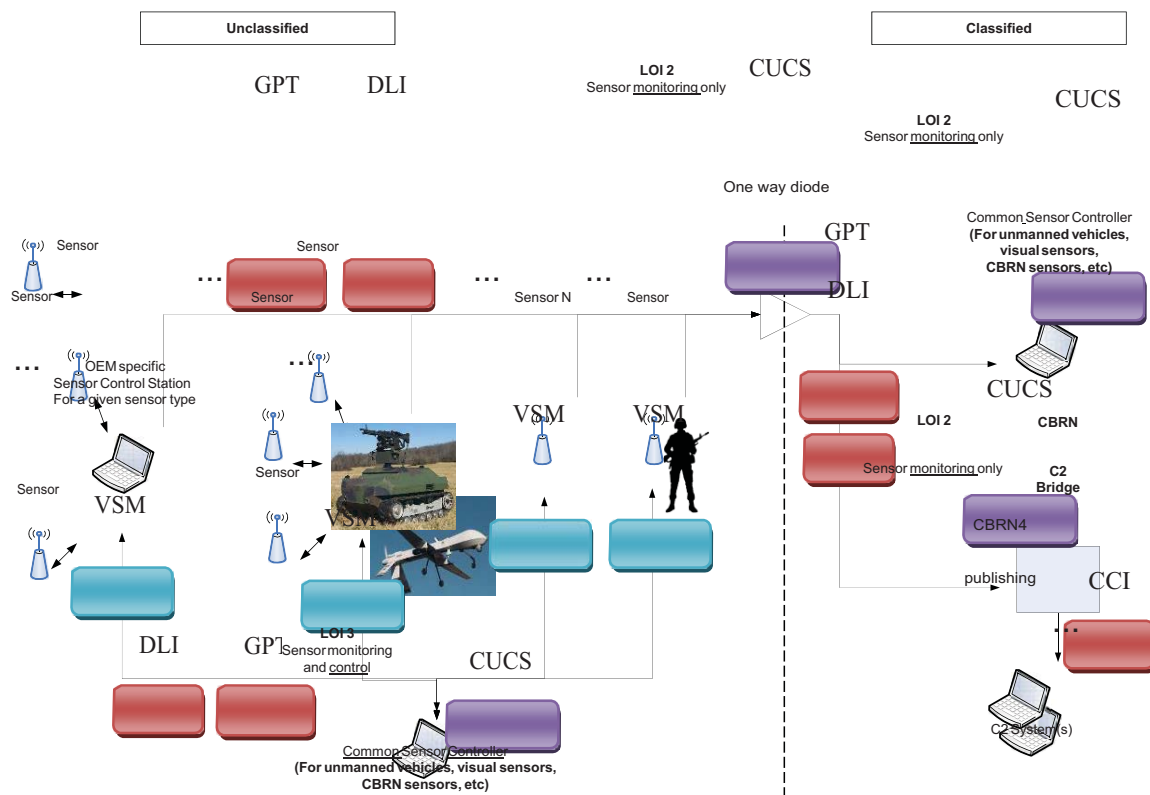


Figure 4: Functional Architecture

4.3 Level of interoperability

The Level of Interoperability is another STANAG 4586 concept that is critical to this specification. In order to satisfy CF requirements for both monitoring and control of sensors a VSM must support a Level of Interoperability (LOI) at Level 3, which is defined as Control and monitoring of the vehicle payload¹ in addition to direct receipt of ISR/other data.

The CUCS on the other hand will either support a Level 2 or a Level 3 depending on the deployment model and CONOP.

Sensor acquisition projects interested in controlling the vehicle itself should consider LOI 4/5 for

both the VSM and CUCS. However, this is outside the scope of this document.

¹ As mentioned before, STANAG 4586 from a terminology perspective refers to *sensors as 'payloads'*. This same terminology will be used where appropriate in the remainder of this document.

5. Scope

Sensor management and integration will be the responsibility of both the sensor acquisition projects and the Sensor Integration & Decision Support (SI&DS) Project/LCMM.

On one hand, at a high level, SI&DS will provide the following:

- Common Sensor Controller software (Currently, the DND software of record is SC2PS)
- One way diode (Currently, the DND solution of record is the IICB or LIICB)
- C2 integration bridge software (Currently, the DND software of record is CBRN-C2B)

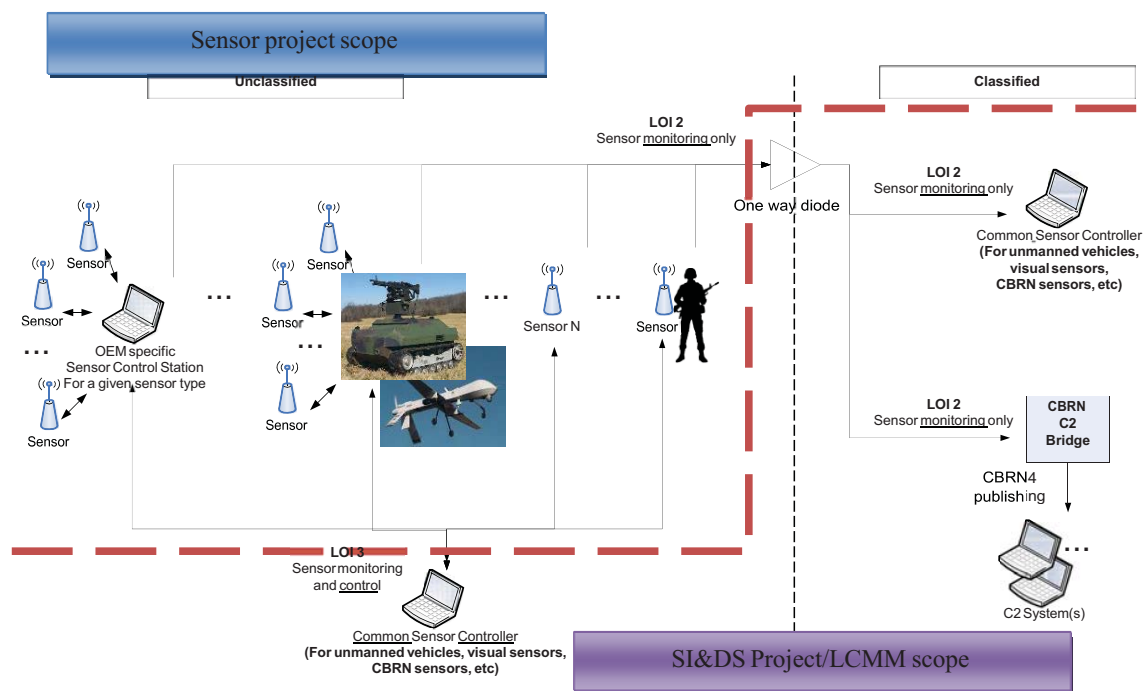


Figure 5: Scope

On the other hand, the sensor acquisition projects must ensure that the specifications detailed in this document are met. At a high level, the following requirements are worth highlighting:

- All CBRN sensors/platforms must provide a communication/data link capability.
- All CBRN sensors/platforms that are expected to be mobile must provide their GPS location that is automatically and regularly updated
- All CBRN sensors/platforms are to implement STANAG 4586 by implementing a Vehicle Specific Module (VSM).
- All CBRN sensors/platforms must transport sensor products according to the Generic Product Transport protocol as detailed in STANAG 4586
- Sensor acquisition projects will be responsible for providing the necessary Ethernet connection(s) to reach the Common Sensor Controller as well as to the One-way diode (see Figure 5).

From a functional perspective the scope delineation is as follows

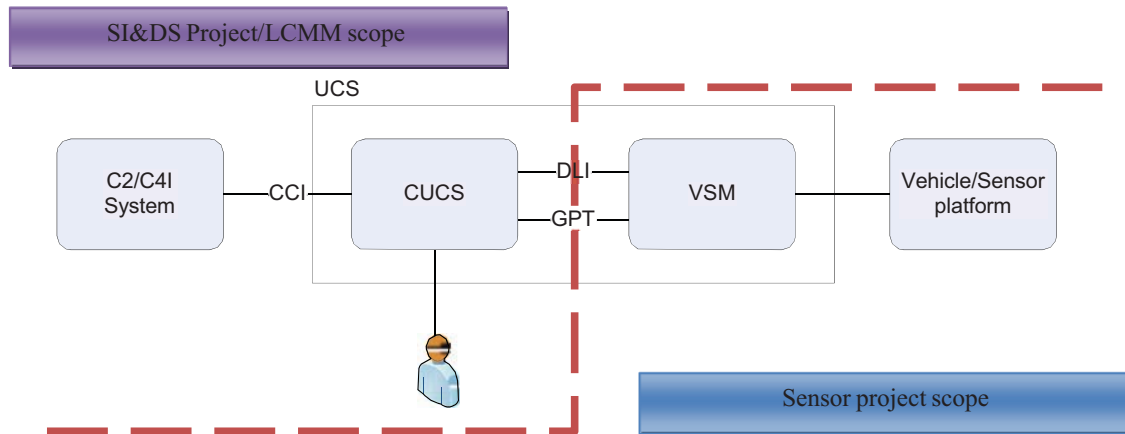




Figure 6: Functional scope

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

6. Requirement classification

The requirements in the next section shall be classified using the following:

Classification	Definition
Mandatory	The requirement must be implemented by the sensor OEM
Desired	While not a hard requirement, it would significantly improve operational capability

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

7. VSM Requirements

The following sections detail the requirements to be implemented by the VSM.
Please note that in the case of conflicting or unclear requirements, that *STANAG 4586* will take precedence.

7.1 Requirements for Standards


This section details which standards must be implemented.

Req #	Requirement	Classification
1.	CBRN sensors shall implement <u>STANAG 4586, Edition 2</u> ² Version 4, to Level of Interoperability 3 (LOI3). If not implemented natively then the OEM shall specifically implement an LOI3 Vehicle Specific Module (VSM) that manages one or more payloads ³ , i.e. sensors, as per STANAG 4586 architecture.	Mandatory
2.	The VSM shall always be available to communicate with the CSC(s). For example, the VSM is implemented as a 'service'.	Mandatory
3.	If an OEM specific controller is part of the system then the sensor system shall be capable of operating at any point in time with the presence of just the CSC, i.e. the STANAG 4586 CUCS, and specifically when the OEM console is not available.	Mandatory
4.	The STANAG 4586 private messages referred to in this document shall be implemented following these sources: <ul style="list-style-type: none"> The U.S. Army Unmanned Aircraft Systems (UAS) Project Office document titled Private Messages Interface Control Document (ICD) Category 2 Messages Extract (version 3.0, dated 22 March 2013)⁴ For Canadian private messages and private GPT messages/message wrapper optional header please contact the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3). 	Mandatory
5.	CBRN sensors shall prove their compliance to STANAG 4586. Please contact the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3) for the required	Mandatory

² Note that Edition 2 has been recently assigned a new AEP number by NATO, specifically AEP-84(A). Please do not use STANAG 4586 Edition 3 which is AEP-84(B) since it is a different version of the STANAG and is not implemented by Canada. The document can be obtained by contacting DLCSPM 4-3.

³ CBRN sensors as well as potentially other sensor types

⁴ See Attachment 4 - 2: US Army Category 2 Private Messages in STANAG 4586 Edition 2 Version 4

 National Defence / Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	processes, data and tools necessary for Validation and Verification (V&V).	
6.	CBRN sensors/platforms shall provide the hardware and software necessary for an Ethernet communication data link in order to communicate with a given CUCS as per STANAG 4586.	Mandatory
7.	CBRN sensors/platforms shall provide an RJ45 Ethernet port to reach the CUCS(s). Typically, the hardware where the STANAG 4586 VSM logic resides will host the RJ45 Ethernet port.	Mandatory
8.	Basic sensor measurements (event based and on demand) shall be compliant with STANAG 2103, ATP-45 (E) and the associated UK Supplement to APP-11 (C) ⁵ . Specifically it shall be compliant with the CBRN 4 report ⁶ .	Mandatory
9.	Sensor detection related alarms (e.g. Event based message #309) and reporting (e.g. CBRN4s) shall be reported in near real-time.	Mandatory
10.	The CBRN 4 report shall be formatted as slash delimited text as per the ATP-45/APP-11.	Mandatory
11.	The transport mechanism for all the CBRN related sensor products (e.g. CBRN4, detailed sensor measurements, logs, etc) shall be through the Generic Product Transport (GPT) protocol defined in STANAG 4586.	Mandatory
12.	The sensor logs shall be encoded as standard UTF-8 text file format.	Mandatory
13.	All software shall be delivered to the Crown as individual software installation media and with the necessary installation instructions such that DND is capable of rebuilding a sensor system if needed be.	Mandatory


7.2 Test and simulation requirements

This section details test and simulation requirements.

Req #	Requirement	Categorization
14.	The CBRN sensor system shall provide a test/simulation mode that will simulate and/or playback sensor(s) traffic, such as during the absence of the physical sensor(s), for the purposes of testing, exercises, training, etc	Mandatory

⁵ The correct CBRN message formats were introduced in APP-11 (C) Change 2 which wasn't promulgated. As such, as an interim measure, the custodian of the CBRN messages, the NATO CBRN Information Management Panel, supported the United Kingdom's position to issue a UK Supplement to APP-11 that contains those necessary changes. The supplement can be obtained by contacting DLCSPM 4-3 or the UK representative at the NATO CBRN Information Management Panel.

⁶ See section 7.9.4.1 (CBRN 4 report) for detailed requirements

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

7.3 GPS requirements


This section details GPS related requirements.

Req #	Requirement	Categorization
15.	CBRN sensors shall provide the GPS coordinates of their location.	Mandatory
16.	Any CBRN sensor that will be deployed on a mobile platform shall provide a regularly updated GPS coordinates of the sensor location.	Mandatory
17.	GPS coordinates shall consist of latitude, longitude, altitude and the GPS coordinate time (in UTC) with a minimum 10 meter precision	Mandatory

7.4 Reach-back requirements


This section details reach-back related requirements.

Req #	Requirement	Categorization
18.	Biological and chemical sensors shall provide detailed sensor measurements (e.g. spectra) in accordance with the document D-LP-001-000/SR-000 “Detailed Measurement Data Format Standard for Chemical and Biological Detectors” data format standard. Please contact the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3) for the latest version.	Mandatory
19.	CBRN sensors shall provide sensor detailed measurements as files that will be requested using the CBRN Payload Detailed Info Request (Message #210) and downloaded to the CUCS via the associated DLI and GPT messages.	Mandatory
20.	CBRN sensors shall provide logs as files that will be requested using the CBRN Payload Detailed Info Request (Message	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	#210) and that will be downloaded to the CUCS using the associated DLI and GPT messages.	
21.	<p>If the CBRN sensor is capable of capturing any other raw information that cannot be expressed in requirement #15 or #16 then the sensor shall provide that information in a file(s) that can be requested using the CBRN Payload Detailed Info Request (Message #210), using a VSM specific category code, and that will be downloaded to the CUCS using the associated DLI and GPT messages.</p> <p>The VSM specific category code(s) shall be defined as per the STANAG documentation, i.e. using the appropriate field configuration related messages.</p>	Mandatory
22.	<p>If the CBRN sensor is capable of capturing any other raw information that cannot be stored in the formats indicated in requirement #15 or #16 then the OEM shall provide the necessary software that can interpret and display this data to the operator. The installer for this software must be delivered as a separate configuration item that can be installed wherever the Crown deems it fit its needs.</p>	Mandatory
23.	<p>When disk space is an issue, sensor products shall be overridden in a first in, first out (FIFO) manner while respecting the following retention priorities:</p> <ol style="list-style-type: none"> 1. Threat related⁷ CBRN4s 2. Threat related⁷ Detailed measurements 3. Threat related⁷ Log reports 4. Threat related⁷ for other sensor data 5. All other CBRN4s 6. All other Detailed measurements 7. All other Log reports 8. All other sensor data 	Mandatory
24.	The retention period for detailed sensor measurements files, on the CBRN sensor system, should be until the operator backs-up/deletes the files from the system.	Desired
25.	The retention period for log files, on the CBRN sensor system, should be until the operator backs-up/deletes the files from the system.	Desired
26.	The retention period for CBRN4 reports, on the CBRN sensor system, should be until the operator backs-up/deletes the files from the system.	Desired
27.	The retention period for OEM specific information (see requirement #21), on the CBRN sensor system, should be until the operator backs-up/deletes the files from the system.	Desired


⁷ Including NIL reports

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


7.5 Configuration requirements

This section details general configuration requirements.


Req #	Requirement	Categorization
28.	Operator configuration of the sensor at the local panel shall take precedents over all other configuration methods, i.e. to use a STANAG 4586 terminology, the local panel shall be considered a 'CUCS' who is immediately and automatically granted LOI3 over the sensor until the user is finished with the local configuration. Any CUCS that used to have an LOI3 over the same sensor would be immediately and automatically downgraded to an LOI2 until the user is finished with the local configuration and then restored to its LOI3 again.	Mandatory
29.	In case of configuration conflicts, i.e. simultaneous commands on the same item, the last received command shall take precedence	Mandatory
30.	The VSM shall be configurable using a configuration file named 'VSM.config', an XML file that must conform to the schema found in 'Schedule A: VSM configuration schema'.	Mandatory
31.	The VSM configuration file (see requirement #30) shall be located in the appdata folder which shall be configured during installation (see requirement #93)	Mandatory
32.	The VSM shall load and use, on start-up, all default configurations from the VSM configuration file (see requirement #30)	Mandatory
33.	<p>If the 'VSM ID' in the configuration file (see requirement #30) is found to be empty, null or missing then the VSM shall automatically create a default 'VSM ID' as follows:</p> <ul style="list-style-type: none"> The first octet shall be the country code. In this case "4" for Canada The second octet shall be the Vehicle SubType as assigned to each vendor by DLCSPM 4-3 The third octet shall be the last octet from the machine IP address The fourth octet shall be randomly generated number from 0 to 255 <p>Example: Sensor abc VSM was assigned an Vehicle SubType '6' and is running on a machine with the IP configured to 192.168.0.110 and a random number of 24, would result in a default VSM ID set to 4.6.110.24</p> <p>That new value shall then be stored in the VSM configuration file (see requirement #30).</p>	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

34.	The user interface for the sensor system shall provide the operator the ability to modify any of the values for the parameters from the VSM configuration file. The new values shall be stored in the VSM configuration file (see requirement #30).	Mandatory
35.	If the 'Vehicle ID' in the configuration file (see requirement #30) is found to be empty, null or missing then the VSM shall automatically set it to the 'VSM ID', non-empty, value. That new value shall then be stored in the VSM configuration file (see requirement #30).	Mandatory
36.	During the VSM installation the installer shall prompt the user for all VSM configuration file parameters. The user shall be presented default values based on the schema supplied defaults where applicable (see requirement #30).	Mandatory
37.	During the VSM installation the installer shall prompt the user for the 'VSM ID' and 'Vehicle ID'. The user shall be presented with the default values following the same rules as requirement #33 and #35.	Mandatory
38.	During the VSM installation the installer shall prompt the user for a location for the application installation folder, files with read and execute access privilege only, separate from the location of application data, sensor data and log folders since they will require modify access privileges.	Mandatory
39.	During the VSM installation the installer shall prompt the user for the appdata file location. The user shall be presented with the default value as 'D:\[product name]\AppData', if a D: drive is available otherwise use C:\[product name]\AppData. The appdata folder is used to store application configuration files or any other files that may be modified by the application during execution.	Mandatory
40.	During the VSM installation the installer shall prompt the user for the sensor data file location (see <Data_Files_Location> from requirement #30). The user shall be presented with the default value as 'D:\[product name]\Data', if a D: drive is available otherwise use C:\[product name]\Data.	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	The data folder is used to store VSM, Vehicle and/or sensor data.	
41.	During the VSM installation the installer shall prompt the user for the log file location (see <Log_Files_Location> from requirement #30). The user shall be presented with the default value as 'D:\[product name]\Log', if a D: drive is available otherwise use C:\[product name]\Log. The log folder is used to store VSM, Vehicle and/or sensor logs.	Mandatory
42.	During the VSM installation the installer shall store all changes made by the user to the VSM configuration values to the locally installed VSM configuration file (see requirement #30).	Mandatory
43.	If the VSM cannot find the VSM configuration file (see requirement #30) then it shall create a default one based on the schema defaults and the installation defaults where applicable.	Mandatory
44.	During field configuration, the VSM shall provide for each payload, the configuration for the following as a minimum while using the appropriate messages, i.e. Message #1300, 1301, 1303, or 1302: a. Configuration for the appropriate LOI in general b. Field #0309.08, Contamination level or Field #0309.12, Contamination Severity Level, in Message #309: CBRN Detection (depending on Field #0310.37, Contamination Threshold Field) c. Field #0208.09, Operating reset type, in Message #208: CBRN payload command d. All commands and/or enumerations that are not available to the operator in Message #208: CBRN payload command e. All commands and/or enumerations that are not available to the operator in Message #209: CBRN payload configuration command f. All fields and/or enumerations that are not available to the operator in Message #310: CBRN payload configuration state g. All fields and/or enumerations that are not available to the operator in Message #311: CBRN payload operating state h. Field #0210.06, Information Type, in Message #210: CBRN payload detailed info request i. Field #0211.05, Information Type, and Field #0211.06, Request Mode in Message #211: Storage Capacity Management Request j. All fields and/or enumerations that are not available to the operator in Message #212: CBRN payload display configuration command k. All fields and/or enumerations that are not available to the	Mandatory


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	<p>operator in Message #213: Payload scan window configuration command</p> <p>l. All fields and/or enumerations that are not available to the operator in Message #312: Payload scan window operating state</p> <p>m. Typically CBRN point detectors are to declare to the CUCS that they do not support area related fields, Unique ID #0309.13, #0309.14, #0309.15, #0309.16, and #0309.17</p> <p>n. CBRN standoff detectors must declare to the CUCS whether they will report on the detection location related fields, Unique ID #0309.18, #0309.19, and #0309.20 and/or the area related fields, Unique ID #0309.13, #0309.14, #0309.15, #0309.16, and #0309.17</p>	
45.	The VSM should implement the optional configuration method in STANAG 4586 that uses a binary formatted file containing the necessary configuration messages, i.e. Message #1300, 1301, 1303, or 1302, in lieu of directly exchanging these messages between CUCS and VSM.	Desired
46.	If the configuration binary formatted file (see requirement #45) is supported, then the configuration binary formatted file should be delivered to the Crown as a separate configuration	Desired

7.6 Data streams requirements

This section details multicast IP/Port addresses related requirements.

Req #	Requirement	Categorization
47.	The VSM shall implement and support the configuration of a 'discovery multicast stream'. The discovery multicast stream uplink and downlink will be used by all CUCS and VSMs when requesting or processing the private messages IP Disclosure.	Mandatory
48.	The 'discovery multicast stream' uplink and downlink default multicast IP address and port shall be stored/retrieved from the VSM configuration file (see requirement #30)	Mandatory
49.	In addition to the discovery multicast stream (see requirement #47), the VSM shall support the configuration of all data multicast streams described in the private messages IP Disclosure and IP address and Port assignment Request. e.g. the AV DLI uplink, AV DLI downlink, Data link DLI uplink, Data link DLI downlink, and the other 24 streams.	Mandatory
50.	In addition to the discovery multicast stream (see requirement #47), the VSM shall implement as a minimum the following data multicast streams described in the private messages IP Disclosure and IP address and Port assignment Request: <ul style="list-style-type: none"> AV DLI uplink: shall be used to communicate DLI 	Mandatory


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	<p>messages from the CUCS to the VSM.</p> <ul style="list-style-type: none"> • AV DLI downlink: shall be used to communicate DLI messages from the VSM to the CUCS. • CBRNE data stream uplink: shall be used to communicate GPT traffic from the CUCS to the VSM related to the ATP-45 (E) CBRN4 message (GPT Message #1741). • CBRNE data stream downlink: shall be used to communicate GPT traffic from the VSM to the CUCS related to the ATP-45 (E) CBRN4 message (GPT Message #1741). • CBRNE data stream 2 uplink: shall be used to communicate GPT traffic from the CUCS to the VSM related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744) • CBRNE data stream 2 downlink: shall be used to communicate GPT traffic from the VSM to the CUCS related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744) 	
51.	The ‘CBRNE data stream uplink’, ‘CBRNE data stream downlink’, ‘CBRNE data stream2 uplink’, and ‘CBRNE data stream2 downlink’ enumerations shall be stored/retrieved from the VSM configuration file (see requirement #30)	Mandatory
52.	The VSM shall store and override the configuration for the streams (see requirement #30) after successfully processing the IP Address and Port Assignment Request (see section 7.9.2)	Mandatory

7.7 Unique Identifiers requirements

This section details unique identifier related requirements.

Req #	Requirement	Categorization
53.	The OEM shall obtain message number assignments and approval for any relevant STANAG 4586 DLI private messages from the Canadian Department of National Defence. Specifically from the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3)	Mandatory
54.	The OEM shall obtain message number assignments and approval for any relevant Generic Product Transport private	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


	messages and message wrapper optional header fields from the Canadian Department of National Defence. Specifically from the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3)	
55.	The OEM shall obtain the Vehicle SubType number assignment from the Canadian Department of National Defence. Specifically from the Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3)	Mandatory

7.8 Messaging requirements

7.8.1 General messages

This section details the STANAG 4586 required general messages.

Req #	Requirement	Categorization
56.	The VSM shall implement the CUCS Authorization Request (Message #1)	Mandatory
57.	The VSM shall implement the Vehicle ID (Message #20)	Mandatory
58.	The VSM shall implement the VSM Authorization Response (Message #21)	Mandatory
59.	The VSM shall implement the Payload Configuration (Message #300)	Mandatory
60.	The VSM shall implement the Data Link Configuration/Assignment (Message #500)	Mandatory
61.	The VSM shall implement the Data Link Assignment Request (Message #404)	Mandatory
62.	The VSM shall implement the Subsystem Status Request (Message #1000)	Mandatory
63.	The VSM shall implement the Subsystem Status Alert (Message #1100)	Mandatory
64.	The VSM shall implement the Subsystem Status Report (Message #1101)	Mandatory
65.	The VSM shall configure any VSM specific Subsystem ID in Message #1000, #1100 and #1101 as per the STANAG documentation (i.e. using field configuration related messages)	Mandatory
66.	The VSM shall implement the Field Configuration Request (Message #1200)	Mandatory
67.	The VSM shall implement the Configuration Complete (Message #1203)	Mandatory
68.	The VSM shall implement the Field Configuration Integer Response (Message #1300)	Mandatory
69.	The VSM shall implement the Field Configuration Double Response (Message #1301)	Mandatory
70.	The VSM shall implement the Field Configuration Enumerated	Mandatory


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	Response (Message #1302)	
71.	The VSM shall implement the Message Acknowledgement (Message #1400).	Mandatory
72.	Deleted	
73.	The VSM shall implement the Schedule Message Update Command (Message #1402)	Mandatory
74.	The VSM shall implement the Generic Information Request Message (Message #1403)	Mandatory
75.	The VSM shall implement the Field Configuration Command (Message #1303)	Mandatory
76.	The VSM shall implement the Field Configuration Unsigned Response (Message #1305)	Mandatory

7.8.2 Private messages

This section details the required private messages.


Req #	Requirement	Categorization
77.	The VSM shall implement the private message IP Disclosure (similar to message #2261, contact DLCSPM 4-3 for more information)	Mandatory
78.	The VSM shall implement the private message IP Address and Port Assignment Request (similar to message #2461, contact DLCSPM 4-3 for more information).	Mandatory
79.	The VSM shall configure any VSM specific stream types in the private messages IP Disclosure and IP Address and Port Assignment Request as per the STANAG documentation (i.e. using field configuration related messages)	Mandatory
80.	The VSM shall implement private messages for the Handover Request (similar to message #3301, contact DLCSPM 4-3 for more information).	Mandatory
81.	The VSM shall implement private messages for the Handover Request Response (similar to message #3302, contact DLCSPM 4-3 for more information).	Mandatory
82.	The VSM shall implement private message for amplifying Subsystem Status Alert (similar to message #1100, contact DLCSPM 4-3 for more information).	Mandatory
83.	The private messages type number shall be based on the value found in the VSM configuration file (see requirement #30)	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

7.8.3 CBRN messages

This section details the STANAG 4586 required CBRN messages.

Req #	Requirement	Categorization
84.	The VSM shall implement the CBRN Payload Command (Message #208).	Mandatory
85.	The VSM shall implement the CBRN Payload Configuration Command (Message #209).	Mandatory
86.	The VSM shall implement the CBRN Detection (Message #309)	Mandatory
87.	The VSM shall implement the CBRN Payload Configuration State (Message #310).	Mandatory
88.	The VSM shall implement the CBRN Payload Operating State (Message #311).	Mandatory
89.	The VSM shall implement the CBRN Payload Detailed Info Request (Message #210).	Mandatory
90.	The VSM shall implement the CBRN Payload Detailed Info Response (Message #313).	Mandatory
91.	The VSM shall implement the CBRN Payload Detailed Info Estimate Response (Message #314).	Mandatory
92.	The VSM shall implement the Storage Capacity Management Request (Message #211).	Mandatory
93.	The VSM shall implement the CBRN Payload Display Configuration Command (Message #212).	Mandatory
94.	The VSM shall implement the Payload Scan Window Configuration Command (Message #213).	Mandatory
95.	The VSM shall implement the Payload Scan Window Operating State (Message #312).	Mandatory
96.	The sensor shall alarm if the threshold reaches the set value for field 'detection operational level' (Message #310 CBRN Payload Configuration State)	Mandatory
97.	The sensor shall alarm if the threshold reaches the set value for field 'detection low level' (Message #310 CBRN Payload Configuration State)	Mandatory
98.	When in an alarm state, the sensor shall send above threshold CBRN4s according to the 'Detection Above Threshold Update Frequency' (Field #0310.28) which is stored in the configuration file (see requirement #28). If the frequency is set to zero then the payload shall send the CBRN4, for a given threat, based on sensor determined logic.	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

99.	<p>The file naming convention for sensor information⁸ shall be '[sensor serial number⁹]-' + '[data type acronym¹⁰]-' + '[timestamp in YYYYMMDDTHHMMSSZ¹¹]-' + '[sequential number¹²]' . '[extension]'</p> <p>ex1, CHEM4 file: '30-CHEM4-20150327T174746Z-000511.txt'</p> <p>ex 2, log file.: '30-log-20150327T174746Z-000032.txt'</p> <p>ex.3, detailed sensor measurement: '30-CBDSM-20150327T174746Z-000135.xml'</p>	Mandatory
100.	The VSM shall indicate to the CUCS which fields and/or enumerations are unavailable for all CBRN related messages	Mandatory

7.8.3.1 Message #208: CBRN Payload Command message

This section details the command requirements for the sensor. Please note that other fields (i.e. non CBRN specific fields) in the message that are not specifically mentioned here are to be implemented according to STANAG 4586 requirements.

Req #	Requirement	Categorization
101.	The VSM shall implement the 'Set power mode' (Field #0208.06) command with the 'Power off' mode	Mandatory
102.	The VSM should implement the 'Set power mode' (Field #0208.06) command with the 'Power on' mode	Desired
103.	The VSM shall implement the 'Set operating mode' (Field #0208.07) command	Mandatory
104.	The VSM shall implement the 'Reboot' command (Field #0208.08)	Mandatory
105.	The VSM shall implement the 'Reset operating state' (Field #0208.10) command and its associated 'Operating reset type' field (Field #0208.09)	Mandatory
106.	The VSM shall implement the 'Reset configuration state' command (Field #0208.11)	Mandatory
107.	The VSM shall implement the 'Set Sampling mode' command	Mandatory


⁸ See Message #313: CBRN Payload Detailed Info Response and the associated GPT messages such as message #1741, #1742, #1743 and #1744)

⁹ See Identifier, Field #0310.23

¹⁰ For CBRN4: CHEM4, BIO4, RAD4, NUC4; For CHEM/BIO detailed sensor measurement: CBDSM; For RAD/NUC detailed sensor measurement: RDSM; For logs: Log

¹¹ See APP-11, table 2034:

¹² A 6 digit sequential number


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	(Field #0208.12)	
108.	The VSM shall implement the ‘Set Test Mode’ (Field #0208.13) command and its associated ‘Test Type’ (Field #0208.17)	Mandatory
109.	The VSM shall implement the ‘Set Local alarm enunciation’ command (Field #0208.14) with the ‘Silence alarm’ mode	Mandatory
110.	The VSM should implement the ‘Set Local alarm enunciation’ command (Field #0208.14) with the ‘Activate alarm’ mode	Desired
111.	The VSM shall implement the ‘Set clock’ command (Field #0208.15)	Mandatory
112.	The VSM should implement the ‘Set keyguard’ command (Field #0208.18)	Desired

7.8.3.2 Message #209: CBRN Payload Configuration Command message

This section details the CBRN configuration command requirements for the sensor. Please note that other fields, i.e. non CBRN specific fields, in the message that are not specifically mentioned here are to be implemented according to STANAG 4586 requirements.

Req #	Requirement	Categorization
113.	The VSM shall implement the ‘Set exer/oper name’ command (Field #0209.06)	Mandatory
114.	The VSM shall implement the ‘Set exer/oper flag’ command (Field #0209.07)	Mandatory
115.	The VSM shall implement the ‘Set call sign’ command (Field #0209.08)	Mandatory
116.	The VSM shall implement the ‘Set positioning mode’ command (Field #0209.09)	Mandatory
117.	The VSM shall implement the ‘Set payload latitude’ command (Field #0209.10)	Mandatory
118.	The VSM shall implement the ‘Set payload longitude’ command (Field #0209.11)	Mandatory
119.	The VSM shall implement the ‘Set payload altitude’ command (Field #0209.12)	Mandatory
120.	The VSM should implement the ‘Set payload sensitivity’ command (Field #0209.13)	Mandatory
121.	The VSM shall implement the ‘Set detection mode’ command (Field #0209.17)	Mandatory


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

122.	The VSM shall implement the ‘Set detection level’ command (Field #0209.18)	Mandatory
123.	The VSM shall implement the ‘Set detection operational threshold level’ command (Field #0209.19)	Mandatory
124.	The VSM shall implement the ‘Set detection low threshold level’ command (Field #0209.20)	Mandatory
125.	The VSM shall implement the ‘Set detection threshold delay’ command (Field #0209.31)	Mandatory
126.	The VSM shall implement the ‘Set sampling interval’ command (Field #0209.21)	Mandatory
127.	The VSM shall implement the ‘Set sampling duration’ command (Field #0209.22)	Mandatory
128.	The VSM shall implement the ‘Set sampling volume’ command (Field #0209.23)	Mandatory
129.	The VSM shall implement the ‘Set audio level’ command (Field #0209.24)	Mandatory
130.	The VSM shall implement the ‘Set Detection Above Threshold Update Frequency’ command (Field #0209.28)	Mandatory
131.	The VSM shall implement the ‘Set Location Label’ command (Field #0209.32)	Mandatory
132.	The VSM shall implement the ‘Set Group Location Label’ command (Field #0209.33)	Mandatory
133.	The VSM shall implement the ‘Set CBRN4 Delivery Mode’ command (Field #0209.34)	Mandatory
134.	The VSM shall implement the ‘Set Language’ command (Field #0209.34)	Mandatory


7.8.3.3 Message #310: CBRN Payload Configuration State message

This section details the configuration state requirements for the sensor. Please note that other fields (i.e. non CBRN specific fields) in the message that are not specifically mentioned here are to be implemented according to STANAG 4586 requirements.

Req #	Requirement	Categorization
135.	The VSM shall implement the ‘exer/oper name’ field (Field #0310.06)	Mandatory
136.	The VSM shall implement the ‘exer/oper flag’ field (Field #0310.07)	Mandatory
137.	The VSM shall implement the ‘call sign’ field (Field #0310.08)	Mandatory
138.	The VSM shall implement the ‘positioning mode’ field (Field #0310.09)	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

139.	The VSM shall implement the 'payload sensitivity' field (Field #0310.10)	Mandatory
140.	The VSM shall implement the 'detection mode' field (Field #0310.13)	Mandatory
141.	The VSM shall implement the 'detection level' field (Field #0310.14)	Mandatory
142.	The VSM shall implement the 'detection operational threshold level' field (Field #0310.15)	Mandatory
143.	The VSM shall implement the 'detection low threshold level' field (Field #0310.16)	Mandatory
144.	The VSM shall implement the 'detection threshold delay' field (Field #0310.30)	Mandatory
145.	The VSM shall implement the 'sampling interval' field (Field #0310.17)	Mandatory
146.	The VSM shall implement the 'sampling duration' field (Field #0310.18)	Mandatory
147.	The VSM shall implement the 'sampling volume' field (Field #0310.19)	Mandatory
148.	The VSM shall implement the 'audio level' field (Field #0310.20)	Mandatory
149.	The VSM should implement the 'display brightness level' field (Field #0310.21)	Desired
150.	The VSM shall implement the 'product name' field (Field #0310.22)	Mandatory
151.	The VSM shall implement the 'identifier' field (Field #0310.23)	Mandatory
152.	The VSM shall implement the 'SW/Firmware version' field (Field #0310.24)	Mandatory
153.	The VSM shall implement the 'payload CBRN type' field (Field #0310.25)	Mandatory
154.	The VSM shall implement the 'Power Mode' field (Field #0310.27)	Mandatory
155.	The VSM shall implement the 'Detection Above Threshold Update Frequency' field (Field #0310.28)	Mandatory
156.	The VSM shall implement the 'Storage Utilization' field (Field #0310.29)	Mandatory
157.	The VSM should implement the 'Display Mode' field (Field #0310.31)	Desired
158.	The VSM should implement the 'Display Contrast' field (Field #0310.32)	Desired


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

	#0310.32)	
159.	The VSM shall implement the 'Language' field (Field #0310.33)	Mandatory
160.	The VSM should implement the 'Keyguard' field (Field #0310.34)	Desired
161.	The VSM shall implement the 'Location Label' field (Field #0310.35)	Mandatory
162.	The VSM shall implement the 'Group Location Label' field (Field #0310.36)	Mandatory
163.	The VSM shall implement the 'Contamination Threshold Field' field (Field #0310.37)	Mandatory
164.	The VSM should implement the 'Other visual indicators brightness level' field (Field #0310.38)	Desired
165.	The VSM shall implement the 'CBRN4 delivery mode' (Field #0310.39)	Mandatory

7.8.3.4 Message #311: CBRN Payload Operating State message

This section details the CBRN operating state requirements for the sensor. Please note that other fields, i.e. non CBRN specific fields, in the message that are not specifically mentioned here are to be implemented according to STANAG 4586 requirements.

Req #	Requirement	Categorization
166.	The VSM shall implement the 'GPS fix' field (Field #0311.06)	Mandatory
167.	The VSM shall implement the 'power source' field (Field #0311.07)	Mandatory
168.	The VSM shall implement the 'battery remaining time' field (Field #0311.08)	Mandatory
169.	The VSM shall implement the 'battery voltage' field (Field #0311.09)	Mandatory
170.	The VSM should implement the 'uptime' field (Field #0311.10)	Desired
171.	The VSM shall implement the 'Payload state' field (Field #0311.11)	Mandatory
172.	The VSM shall implement the 'payload latitude' field (Field #0311.12)	Mandatory
173.	The VSM shall implement the 'payload longitude' field (Field #0311.13)	Mandatory
174.	The VSM shall implement the 'payload altitude' field (Field #0311.14)	Mandatory
175.	The VSM shall implement the 'communication method' field (Field #0311.16)	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

176.	The VSM shall implement the ‘communication signal strength’ field (Field #0311.20)	Mandatory
177.	The VSM should implement the ‘temperature state’ field (Field #0311.17)	Desired
178.	The VSM shall implement the ‘local alarm enunciation state’ field (Field #0311.18)	Mandatory
179.	The VSM shall implement the ‘Clock’ field (Field #0311.19)	Mandatory
180.	The VSM shall implement the ‘Operating Mode’ field (Field #0311.21)	Mandatory
181.	The VSM shall implement the ‘Sampling State’ field (Field #0311.22)	Mandatory
182.	The VSM shall implement the ‘testing State’ field (Field #0311.23)	Mandatory

7.8.3.5 Message #309: CBRN Reading/Alarm message

Req #	Requirement	Categorization
183.	The VSM shall provide the ‘CBRN4 report reference’ field value based on the corresponding Message Instance ID for the ATP-45 (E) CBRN4 (GPT Message #1741) which will be used to transport the CBRN4 report.	Mandatory


7.8.3.6 Message #313: CBRN payload detailed info response

Req #	Requirement	Categorization
184.	The VSM shall provide the ‘file reference’ field value based on the corresponding Message Instance ID for the appropriate GPT message type which will be used to transport the data.	Mandatory

7.8.3.7 Message #212: CBRN Payload Display Configuration Command message

This section details the CBRN payload display configuration command requirements for the sensor. Please note that other fields (i.e. non CBRN specific fields) in the message that are not specifically mentioned here are to be implemented according to STANAG 4586 requirements.

Req #	Requirement	Categorization
185.	The VSM should implement the ‘Set Display Brightness Level’ command (Field #0212.05)	Desired
186.	The VSM should implement the ‘Set Display Mode’ command (Field #0212.06)	Desired
187.	The VSM should implement the ‘Set Display Contrast’ command (Field #0212.07)	Desired
188.	The VSM should implement the ‘Set Other Visual Indicators	Desired

 National Défense	Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS		


	Brightness Level' command (Field #0212.08)	
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7.9.4 GPT requirements

This section details additional requirements related to the GPT protocol found in STANAG 4586.

Req #	Requirement	Categorization
189.	The VSM shall implement the Generic Information Request by Sequence Message (GPT Message #1700)	Mandatory
190.	The VSM shall implement the ATP-45 (E) CBRN4 (GPT Message #1741)	Mandatory
191.	The VSM shall implement the Log message (GPT Message #1742)	Mandatory
192.	The VSM shall implement the Radiological/Nuclear Detailed sensor measurement message (GPT Message #1743)	Mandatory
193.	The VSM shall implement the Chemical/Biological Detailed sensor measurement message (GPT Message #1744)	Mandatory
194.	The MTU size for GPT messages shall be based on the value found in the VSM configuration file (see requirement #28)	Mandatory
195.	The VSM shall use the stream of type 'CBRNE data stream uplink and downlink' (see requirement #49) for the transportation of the ATP-45 (E) CBRN4 (GPT Message #1741)	Mandatory
196.	The VSM shall use the stream of type 'CBRNE data stream 2 uplink and downlink' (see requirement #49) for the transportation of GPT messages #1742 (Log), #1743 (Radiological/Nuclear Detailed sensor measurement) and #1744 (Chemical/Biological Detailed sensor measurement)	Mandatory
197.	The file name ¹³ for all CBRN related products (e.g. CBRN4, detailed sensor measurements, logs, etc) shall be stored in the optional header of the first message sequence.	Mandatory
198.	The file local timestamp for all CBRN related products (e.g. CBRN4, detailed sensor measurements, logs, etc) shall be stored in the optional header of the first message sequence.	Mandatory
199.	The VSM shall implement the GPT NACK Configuration (GPT Message #1701)	Mandatory
200.	The VSM shall implement the GPT Message Transmission Latency (GPT Message #1702)	Mandatory
201.	The VSM shall implement the GPT Abort Product Transmission (GPT Message #1703)	Mandatory

¹³ See requirement #91

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


202.	The VSM shall implement the GPT Pause Product Transmission (GPT Message #1704)	Mandatory
203.	The VSM shall implement the GPT Resume Product Transmission (GPT Message #1705)	Mandatory

7.9.4.1 CBRN 4 report


This section details the requirements for the ATP-45 (E) CBRN 4 report.

7.9.4.1.1 Common Sets for CBRN 4

Set/segment	Set	Req #	Requirement	Categorization
EXER		204.	The EXER set shall not be generated unless the exercise name was configured based on the “Exercise/Operation flag” field (see field #0310.07 from Message #310 CBRN Payload Configuration State Message). In this case, EXER1(Exercise Nickname), shall be mandatory and shall be based on the “Exercise/Operation name” field (see field #0310.06 from Message #310 CBRN Payload Configuration State Message)	Mandatory
		205.	If EXER1 is generated then the remaining fields for set EXER shall be generated as appropriate or a dash may be used for those fields	Mandatory
OPER		206.	The OPER set shall not be generated unless the operation name was configured based on the “Exercise/Operation flag” field (see field #0310.07 from Message #310 CBRN Payload Configuration State Message). In this case, OPER1(Operation Code Word), shall be mandatory and shall be based on the “Exercise/Operation name” field (see field #0310.06 from Message #310 CBRN Payload	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

			Configuration State Message)	
		207.	If OPER1 is generated then the remaining fields for set OPER shall be generated as appropriate or a dash may be used for those fields	Mandatory
MSGID		208.	The MSGID set shall be generated	Mandatory
		209.	MSGID1 (Message Text Format Identifier) shall be generated and shall be based on the most appropriate value	Mandatory
		210.	MSGID4 (Originator) shall be generated and shall be based on the "Identifier" field (see field #0310.23 from Message #310 CBRN Payload Configuration State Message)	Mandatory
		211.	The remaining fields for set MSGID shall be generated as appropriate or a dash may be used for those fields	Mandatory
REF		212.	The REF should be generated	Desired
GEODATUM		213.	The GEODATUM set shall be generated	Mandatory
		214.	GEODATUM 1 (Geodetic Datum), ALL location information in the message shall be reported in the WGE 1984 GEODATUM	Mandatory
DTG		215.	The DTG set shall be generated	Mandatory
		216.	DTG1 (Date-Time-Group in Zulu-Time, Month and Year) shall be generated and shall be based on the date/time of when the message was created	Mandatory
ORGIDDFT		217.	The ORGIDDFT set shall be generated	Mandatory
		218.	ORGIDDFT 1 (Unit Designation Name) shall be generated and shall be based on the "Call Sign" field (see field #0310.08 from Message #310 CBRN Payload Configuration State Message)	Mandatory
		219.	The fields for set ORGIDDFT shall be generated as appropriate or a dash may be used for those fields	Mandatory
CBRNTYPE		220.	The CBRNTYPE set shall be generated	Mandatory


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

		221.	CBRNTYPE1 (Type of CBRN Report) shall be generated and shall be based on the most appropriate value	Mandatory
		222.	The remaining fields for set CBRNTYPE shall be generated as appropriate or a dash may be used for those fields	Mandatory


7.9.4.1.2 CHEM 4 Sets

This section is **mandatory** for *Chemical* projects **only**.


Set/segment	Set	Req #	Requirement	Categorization
ALFA		223.	The ALFA set shall be generated	Mandatory
		224.	ALFA2 (Code for Originating Unit) shall be generated and shall be based on the “Call Sign” field (see field #0310.08 from Message #310 CBRN Payload Configuration State Message)	Mandatory
		225.	ALFA4 (Type of incident) shall be generated and shall be based on the most appropriate value	Mandatory
		226.	The remaining fields for set ALFA shall be generated as appropriate or a dash may be used for those fields	Mandatory
INDIA		227.	The INDIA set shall be generated	Mandatory
		228.	INDIA2 (Substance Definition) shall be generated and shall be based the most appropriate value for 2B (APP-11 table 1022/9). However, the ‘NIL’ value shall not be used (see GENTEXT instead)	Mandatory
		229.	When the sensor is ready to issue a NIL report (i.e. no agent detected), it shall produce a CBRN4 with INDIA2 set to the agent that was originally detected. (see GENTEXT for more information)	Mandatory
		230.	INDIA3 (Type of Persistency) shall be generated and shall be based on the most appropriate value	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


	231.	INDIA4 (Type of Detection) shall be generated and shall be based on the most appropriate value. Note that the repeatability of this field will be limited to 1 instead of 7	Mandatory
	232.	INDIA5 (Detection Confidence Level) shall be generated and shall be based on the most appropriate value. Note that the repeatability of this field will be limited to 1 instead of 7	Mandatory
	233.	The remaining fields for set INDIA shall be generated as appropriate or a dash may be used for those fields	Mandatory
INDIAC	234.	The INDIAC should be generated	Desired
Segment QUEBEC	198.	Only a single segment occurrence shall be expected	Mandatory
	235.	The QUEBEC set shall be generated	Mandatory
	236.	QUEBEC1 (Location of Reading/Sample/Detection) shall be generated and shall be based on the measurement_location (see “Detection Latitude” #0309.18 and “Detection Longitude” #0309.19 in Message #309 CBRN Detection) as per 1A (APP-11 table 2571).	Mandatory
	237.	QUEBEC2 (Type of Sample) shall be generated and shall be based on the most appropriate value	Mandatory
	238.	QUEBEC3 (Type of Detection) shall be generated and shall be based on the most appropriate value	Mandatory
	239.	QUEBEC4 (Means of Detection) shall be generated and shall be based on the most appropriate value	Mandatory
	240.	QUEBEC5 (Height of Measurement above Ground level and Unit of Measurement) should be generated. If available, the value should be provided in meters or kilometres.	Desired
	241.	QUEBEC6 (Distance to Cloud and Unit of Measurement) should be	Desired

 National Defence / Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


			generated. If available, the value should be provided in meters or kilometres.	
		242.	QUEBEC7 (Left Radial Line and Unit of Measurement) should be generated. If available, the value shall be provided in Degrees True North.	Desired
		243.	QUEBEC8 (Right Radial Line and Unit of Measurement) should be generated. If available, the value shall be provided in Degrees True North.	Desired
		244.	QUEBEC9 (Cloud Top Angle and Unit of Measurement) should be generated. If available, the value shall be provided in Degrees.	Desired
		245.	QUEBEC10 (Cloud Bottom Angle and Unit of Measurement) should be generated. If available, the value shall be provided in Degrees.	Desired
	ROMEO	246.	The ROMEO set shall be generated	Mandatory
		247.	ROMEO1 (Contamination, Dose and Doserate/Dosage) shall be generated.	Mandatory
		248.	CHEM sensors shall provide the “Level of Contamination and Unit of Measurements” in MGM3, MGM2, PPM or PPB.	Mandatory
		249.	If the measurement returned value is zero then ROMEO1 shall be set to the dash/hyphen character	Mandatory
		250.	An initial detection shall have ROMEO2 (Dose rate trend) set to ‘INIT’.	Mandatory
		251.	An update on the detection shall have ROMEO2 (Dose rate trend) set to ‘INCR’ or ‘DECR’ as appropriate.	Mandatory
		252.	The remaining fields for set ROMEO shall be generated as appropriate or a dash may be used for those fields	Mandatory
	SIERRA	253.	The SIERRA set shall be generated	Mandatory
		254.	SIERRA1 (Reading or Detection of Contamination) shall be generated and shall be based on the	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


TANGO WHISKEY		reading/detection date/time.	
	255.	The TANGO set may be generated	Desired
	256.	The WHISKEY set shall be generated	Mandatory
	257.	The WHISKEY1 (General Alarm Result) set shall be generated and shall be “Pos” if the measurement is equal or above threshold otherwise “Neg” for a measurement below threshold	Mandatory
	258.	The remaining fields for set WHISKEY shall be generated as appropriate or a dash may be used for those fields	Mandatory
GENTEXT	259.	The GENTEXT set shall be generated to provide additional information that cannot be expressed elsewhere	Mandatory
	260.	GENTEXT1 shall be set to ‘CBRN INFO’	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	


		261.	<p>GENTEXT1 shall be used to report the sensor serial number as follows “GENTEXT/CBRN INFO/ [product name (0310.22)]:[identifier (0310.23)], MEASURMENT ALT: [Detection Altitude (0309.20) and uom]”</p> <p>(ex “GENTEXT/CBRN INFO/ FSD:39, MEASURMENT ALT: -10M//”</p>	Mandatory
		262.	<p>GENTEXT1 shall be used to report the sensor “payload altitude” field (see field #0311.14 from Message #311 CBRN Payload Operating State Message) in meters or kilometres, as follows “GENTEXT/CBRN INFO/ [product name (0310.22)]:[identifier (0310.23)], MEASURMENT ALT: [Detection Altitude (0309.20) and uom]”</p> <p>(ex “GENTEXT/CBRN INFO/ FSD:39, MEASURMENT ALT: -10M//”</p>	Mandatory
		263.	<p>GENTEXT1 should be used to report operator relevant detection visual indicator such as bar levels. For example “GENTEXT/CBRN INFO/ [bar level] BARS ON [product name (0310.22)]:[identifier (0310.23)], DETECTION ALT [Detection Altitude (0309.20) and uom]”</p> <p>(ex “GENTEXT/CBRN INFO/3 BARS ON FSD:39, MEASURMENT ALT: -10M//”</p>	Desired
		264.	<p>GENTEXT1 shall be used to report agent information that couldn’t be readily reported in INDIA2/INDIAR2 such as agent names or combinations not found in the APP-11 enumerations. For</p>	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

			example “GENTEXT/CBRN INFO/GD/GF 3 BARS ON FSD:39, MEASURMENT ALT: -10M//”	
		265.	GENTEXT1 shall be used to report NIL reports as follows “GENTEXT/CBRN INFO/NO AGENT DETECTED ON [product name (0310.22)]:[identifier (0310.23)], MEASURMENT ALT: [Detection Altitude (0309.20) and uom]//” (ex “GENTEXT/CBRN INFO/ NO AGENT DETECTED ON FSD:39, MEASURMENT ALT: -10M//”	Mandatory
		266.	For standoff detectors GENTEXT1 shall be used to report the sensor location, based on Message #311 CBRN Payload Operating State, using “Payload Latitude” (#0311.12) and “Payload Longitude” (#0311.13) in 1 meter MGRS (APP-11 table 2573). And “payload altitude” (#0311.14) in meters or kilometres, as follows “GENTEXT/CBRN INFO/ [product name (0310.22)]:[identifier (0310.23)], MEASURMENT ALT: [Detection Altitude (0309.20) and uom], SENSOR LOC: [Payload Latitude and Longitude (#0311.12 and #0311.13)], SENSOR: ALT [“Payload Altitude” (0311.14) and uom]” (ex “GENTEXT/CBRN INFO/ FSD:39, MEASURMENT ALT: - 10M, SENSOR LOC: 32UKA9859485243, SENSOR ALT: -25M//”	Mandatory
		267.	For standoff detectors GENTEXT1 shall be used to report all sensors that contributed in the scanning and identification of the threat (point or	Mandatory

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

			<p>cloud). Ex. If sensor A123 is the master who queued sensor B456 and C789 to scan for a point threat, then the resulting CBRN4 will record sensor B and C as participating sensors in GENTEXT using the Identifier (#0310.23) for each sensor.</p> <p>“GENTEXT/CBRN INFO/ [product name (0310.22)]:[identifier (0310.23)], MEASUREMENT ALT: [Detection Altitude (0309.20) and uom], SENSOR LOC: [Payload Latitude and Longitude (#0311.12 and #0311.13)], SENSOR ALT: [“Payload Altitude” (0311.14) and uom], CONTRIBUTING: [“Identifier” (#0310.23 for each contributing sensor]”</p> <p>(ex “GENTEXT/CBRN INFO/ ADIS:A123, MEASUREMENT ALT: -10M, SENSOR LOC: 32UKA9859485243, SENSOR ALT: -25M, CONTRIBUTING: B456 C789//”</p>	
		268.	<p>For standoff detectors GENTEXT1 shall be used to report a detected cloud plot. Ex. If sensor A123 is the master who queued sensor B456 and C789 and detected a cloud plot, then the resulting CBRN4 will record cloud plot contour points in 1 meter MGRS (APP-11 table 2573), the contamination level as per APP-11 table 2464 in MGM3, MGM2, PPM or PPB, and the DTG for first and last measurement as per APP-11 table 2323 as follows,</p> <p>“GENTEXT/CBRN INFO/ [product name (0310.22)]:[identifier (0310.23)], SENSOR LOC: [Payload Latitude and Longitude (#0311.12 and #0311.13)], SENSOR ALT: [“Payload Altitude” (0311.14) and</p>	Mandatory

 National Defence / Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

		<p>uom], CONTRIBUTING: [“Identifier” (#0310.23 for each contributing sensor], CLOUD PLOT: [cloud contour points in MGRS], CLOUD CON: [contamination level for the cloud], CLOUD FIRST MEASUREMENT DTG: [DTG first measurement], CLOUD LAST MEASUREMENT DTG: [DTG last measurement]”</p> <p>(ex “GENTEXT/CBRN INFO/ ADIS:A123, SENSOR LOC 32UKA9859485243, SENSOR ALT: -25M, CONTRIBUTING: B456 C789, CLOUD PLOT: 32UKA9859485243 32UKA9869485343 32UKA9899485343, CLOUD CON: 1.23MGM3, CLOUD FIRST MEASUREMENT DTG: 301433ZJAN2015, CLOUD LAST MEASUREMENT DTG: 301435ZJAN2015//”</p>	
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	Version: 1.5
Sensor Integration Specification for ADIS	

7.9.5 Custom display messages

Custom displays are used in the following cases:


- OEM specific user interface for detailed information. For example, spectra display, detailed status information, etc
- OEM specific control parameters. For example, a unique parameter such as rotation angle or detection type, etc that is not covered by the CBRN Payload Command (Message #208) and CBRN Payload Configuration Command (Message #209).

Req #	Requirement	Categorization
269.	The VSM shall implement the Display Unit Request (Message #1201)	Mandatory
270.	The VSM shall implement the CUCS Resource Report (Message #1202)	Mandatory
271.	The VSM shall implement the VSM Services Report Message (Message #1304)	Mandatory
272.	The VSM shall implement the Subsystem Status Detail Request (Message #1001)	Mandatory
273.	The VSM shall provide custom display using a web interface (specifically HTTP)	Mandatory

	Version: 1.5
Sensor Integration Specification for ADIS	


7.9.6 Video

Video related requirements are already captured in other ADIS requirement documents.

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

Schedule A: VSM configuration schema


```
<?xml version="1.0" encoding="UTF-8"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema" elementFormDefault="qualified"
attributeFormDefault="unqualified">
  <xs:element name="VSM" type="VSM">
    <xs:annotation>
      <xs:documentation>Used to configure a VSM</xs:documentation>
    </xs:annotation>
  </xs:element>
  <xs:complexType name="VSM">
    <xs:sequence>
      <xs:element name="Version" type="xs:double" default="1.11">
        <xs:annotation>
          <xs:documentation>Config file schema
version</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="LoopBack_Enabled" type="xs:boolean" default="false">
        <xs:annotation>
          <xs:documentation>Sets the loop back
property</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="Vehicle-ID" type="xs:string">
        <xs:annotation>
          <xs:documentation>STANAG 4586 Vehicle ID. ID numbers will
be represented as 4 octets similar to an IP address ex. "4.3.110.24". The configuration authority is Canada
Departmenet of National Defense Directorate Land Command Systems Program Management 4- 3
(DLCSPM 4-3).</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="Vehicle-Type" type="xs:unsignedShort" default="150">
        <xs:annotation>
          <xs:documentation>STANAG 4586 Vehicle Type. Refer to
0020.06</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="Vehicle-SubType" type="xs:unsignedShort">
        <xs:annotation>
          <xs:documentation>STANAG 4586 Vehicle Sub Type. Refer to
0020.07. The configuration authority is Canada Departmenet of National Defense Directorate Land
Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="VSM-ID" type="xs:string">
        <xs:annotation>
          <xs:documentation>STANAG 4586 VSM ID. ID numbers will be
represented as 4 octets similar to an IP address ex. "4.3.110.24". The configuration authority is Canada
Departmenet of National Defense Directorate Land Command Systems Program Management 4-3
(DLCSPM 4-3).</xs:documentation>
        </xs:annotation>
      </xs:element>
      <xs:element name="GPT-MTU" type="xs:unsignedInt" default="1500">
```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

```

</xs:annotation>
<xs:documentation>STANAG 4586 Generic Product Transport
MTU size.</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="CBRNE-DataStream-Uplink-Enum" type="xs:unsignedByte"
default="100">
<xs:annotation>
<xs:documentation>Stream Type definition. Refer to applicable
private message</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="CBRNE-DataStream-Downlink-Enum"
type="xs:unsignedByte" default="101">
<xs:annotation>
<xs:documentation>Stream Type definition. Refer to applicable
private message</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="CBRNE-DataStream2-Uplink-Enum"
type="xs:unsignedByte" default="102">
<xs:annotation>
<xs:documentation>Stream Type definition. Refer to applicable
private message</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="CBRNE-DataStream2-Downlink-Enum"
type="xs:unsignedByte" default="103">
<xs:annotation>
<xs:documentation>Stream Type definition. Refer to applicable
private message</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="Discovery-Stream-Uplink-IP" type="xs:string"
default="239.10.1.1">
<xs:annotation>
<xs:documentation>The discovery multi-cast uplink stream is
used for IP streams disclosure</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="Discovery-Stream-Uplink-Port" type="xs:unsignedShort"
default="4586">
<xs:annotation>
<xs:documentation>The discovery multi-cast uplink stream is
used for IP streams disclosure</xs:documentation>
</xs:annotation>
</xs:element>
<xs:element name="Discovery-Stream-Downlink-IP" type="xs:string"
default="239.10.1.2">
<xs:annotation>
<xs:documentation>The discovery multi-cast downlink stream is
used for IP streams disclosure</xs:documentation>
</xs:annotation>
</xs:element>


```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

```

        <xs:element name="Discovery-Stream-Downlink-Port" type="xs:unsignedShort"
default="4586">
            <xs:annotation>
                <xs:documentation>The discovery multi-cast downlink stream is
used for IP streams disclosure</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="AV-DLI-Uplink-IP" type="xs:string" default="239.10.1.1">
            <xs:annotation>
                <xs:documentation>Refer to 2261.06. The AV DLI Uplink stream
is used to communicate DLI messages from the CUCS to the VSM.</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="AV-DLI-Uplink-Port" type="xs:unsignedShort"
default="4586">
            <xs:annotation>
                <xs:documentation>Refer to applicable private message. The
AV DLI Uplink stream is used to communicate DLI messages from the CUCS to the
VSM.</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="AV-DLI-downlink-IP" type="xs:string" default="239.10.1.2">
            <xs:annotation>
                <xs:documentation>Refer to applicable private message. The
AV DLI Downlink stream is used to communicate DLI messages from the VSM to the
CUCS.</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="AV-DLI-downlink-Port" type="xs:unsignedShort"
default="4586">
            <xs:annotation>
                <xs:documentation>Refer to applicable private message. The
AV DLI Downlink stream is used to communicate DLI messages from the VSM to the
CUCS.</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="CBRNE-Uplink-IP" type="xs:string" default="239.10.1.1">
            <xs:annotation>
                <xs:documentation>Refer to applicable private message. The
CBRNE data uplink stream is used to communicate GPT traffic related to the ATP-45 (E) CBRN4 text
message (GPT Message #1741).</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="CBRNE-Uplink-Port" type="xs:unsignedShort"
default="4586">
            <xs:annotation>
                <xs:documentation>Refer to applicable private message. The
CBRNE data uplink stream is used to communicate GPT traffic related to the ATP-45 (E) CBRN4 text
message (GPT Message #1741).</xs:documentation>
            </xs:annotation>
        </xs:element>
        <xs:element name="CBRNE-Downlink-IP" type="xs:string" default="239.10.1.2">
            <xs:annotation>

```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

<xs:documentation>Refer to applicable private message. The CBRNE data downlink stream is used to communicate GPT traffic related to the ATP-45 (E) CBRN4 text message (GPT Message #1741).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="CBRNE-Downlink-Port" type="xs:unsignedShort" default="4586">

<xs:annotation>
<xs:documentation>Refer to applicable private message. The CBRNE data downlink stream is used to communicate GPT traffic related to the ATP-45 (E) CBRN4 text message (GPT Message #1741).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="CBRNE-Other-Uplink-IP" type="xs:string" default="239.10.1.1">

<xs:annotation>
<xs:documentation>Refer to applicable private message. The CBRNE additional data uplink stream is used to communicate GPT traffic related to related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="CBRNE-Other-Uplink-Port" type="xs:unsignedShort" default="4586">

<xs:annotation>
<xs:documentation>Refer to applicable private message. The CBRNE additional data uplink stream is used to communicate GPT traffic related to related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="CBRNE-Other-Downlink-IP" type="xs:string" default="239.10.1.2">


<xs:annotation>
<xs:documentation>Refer to applicable private message. The CBRNE additional data downlink stream is used to communicate GPT traffic related to related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="CBRNE-Other-Downlink-Port" type="xs:unsignedShort" default="4586">

<xs:annotation>
<xs:documentation>Refer to applicable private message. The CBRNE additional data downlink stream is used to communicate GPT traffic related to related to all other CBRN data such as logs and detailed sensor measurements (e.g. GPT Message #1742, GPT Message #1743, and GPT Message #1744).</xs:documentation>

</xs:annotation>
</xs:element>
<xs:element name="Detection_Above_Threshold_Update_Frequency_In_Hz" default="0">

<xs:annotation>
<xs:documentation>Refer to 0310.28. The detection above threshold update frequency (in Hertz) determines the frequency at which the sensor shall send CBRN4


 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

while in an alarm state. If the frequency is set to zero then the payload shall send the CBRN4, for a given threat, based on sensor determined logic. Note that $f = 1/T$ and $T = 1/f$

```

</xs:annotation>
<xs:simpleType>
  <xs:restriction base="xs:double">
    <xs:minInclusive value="0"/>
    <xs:maxInclusive value="100"/>
  </xs:restriction>
</xs:simpleType>
</xs:element>
<xs:element name="TTL" type="xs:unsignedByte" default="255">
  <xs:annotation>
    <xs:documentation>The Time To Live in multicast indicates the
scope or range in which a packet may be forwarded.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="DLI_Msgs_TimeOut_in_msec" type="xs:unsignedInt"
default="20000">
  <xs:annotation>
    <xs:documentation>The time out value in msec if VSM doesn't
receive the expected response from the CUCS.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="DLI_Msgs_Num_of_Retries" type="xs:unsignedInt"
default="3">
  <xs:annotation>
    <xs:documentation>The number of retries if VSM doesn't receive
the expected response from the CUCS.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="GPT_NACK_Mode" type="xs:unsignedInt" default="1">
  <xs:annotation>
    <xs:documentation>Refer to 1701.06. Determines when NACKs
can be sent.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="GPT_NumberOf_NACKs" type="xs:unsignedInt"
default="1">
  <xs:annotation>
    <xs:documentation>Refer to 1701.07. Determines the number of
NACKs to send when the condition for NACK mode is reached.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="GPT_TimeOut_in_msec" type="xs:unsignedInt"
default="20000">
  <xs:annotation>
    <xs:documentation>Refer to 1701.08. Determines when the
destination will start sending NACKs (not applicable in all NACK modes) if there is no message segments
for a given message identifier which are being received.</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="GPT_Header_Priority">
  <xs:complexType>
    <xs:choice>


```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

```

type="xs:boolean" fixed="true"/>
type="GPT_Header_Priority_ON_Type"/>
</xs:choice>
</xs:complexType>
</xs:element>
<xs:element name="GPT_Header_Classification">
  <xs:complexType>
    <xs:choice>
      <xs:element name="GPT_Header_Classification_OFF"
type="xs:boolean" fixed="true"/>
      <xs:element name="GPT_Header_Classification_ON"
type="GPT_Header_Classification_ON_Type"/>
    </xs:choice>
  </xs:complexType>
</xs:element>
<xs:element name="Data_Files_Location" type="xs:string">
  <xs:annotation>
    <xs:documentation>The parent folder location for all sensor
data</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="Log_Files_Location" type="xs:string">
  <xs:annotation>
    <xs:documentation>The parent folder location for all
logs</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="Logging_Level_4586" type="LogLevelType" default="warn">
  <xs:annotation>
    <xs:documentation>To control the level of debugging for
STANAG 4586 related logs</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="Logging_Level_Other_Logs" type="LogLevelType"
default="warn">
  <xs:annotation>
    <xs:documentation>To control the level of debugging for other
types of logs</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="IP_Disclosure_Msg_Num" type="xs:unsignedInt"
default="72261">
  <xs:annotation>
    <xs:documentation>The message number to use for the private
message. The configuration authority is Canada Departmenet of National Defense Directorate Land
Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>
  </xs:annotation>
</xs:element>
<xs:element name="IP_Address_and_Port_Assignment_Request_Msg_Num"
type="xs:unsignedInt" default="72461">
  <xs:annotation>

```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

<xs:documentation>The message number to use for the private message. The configuration authority is Canada Department of National Defense Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>

</xs:annotation>

</xs:element>

<xs:element name="Handover_Request_Msg_Num" type="xs:unsignedInt" default="73301">

<xs:annotation>

<xs:documentation>The message number to use for the private message. The configuration authority is Canada Department of National Defense Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>

</xs:annotation>

</xs:element>

<xs:element name="Handover_Request_Response_Msg_Num" type="xs:unsignedInt" default="73302">

<xs:annotation>

<xs:documentation>The message number to use for the private message. The configuration authority is Canada Department of National Defense Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>

</xs:annotation>

</xs:element>

<xs:element name="Subsystem_Status_Alert_Msg_Num" type="xs:unsignedInt" default="71100">

<xs:annotation>

<xs:documentation>The message number to use for the private message. The configuration authority is Canada Department of National Defense Directorate Land Command Systems Program Management 4-3 (DLCSPM 4-3).</xs:documentation>

</xs:annotation>

</xs:element>

</xs:sequence>

</xs:complexType>

<xs:simpleType name="LogLevelType">

<xs:restriction base="xs:string">

<xs:enumeration value="trace">

<xs:annotation>

<xs:documentation>most amount of logging (level 5)</xs:documentation>

</xs:annotation>

</xs:enumeration>

<xs:enumeration value="debug">

<xs:annotation>

<xs:documentation>(level 4)</xs:documentation>

</xs:annotation>

</xs:enumeration>

<xs:enumeration value="info">

<xs:annotation>

<xs:documentation>(level 3)</xs:documentation>

</xs:annotation>

</xs:enumeration>


<xs:enumeration value="warn">

<xs:annotation>

<xs:documentation>(level 2)</xs:documentation>

</xs:annotation>


</xs:enumeration>

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

```

        <xs:enumeration value="error">
          <xs:annotation>
            <xs:documentation>least amount of logging (level
1)</xs:documentation>
          </xs:annotation>
        </xs:enumeration>
        <xs:enumeration value="none">
          <xs:annotation>
            <xs:documentation>no logging</xs:documentation>
          </xs:annotation>
        </xs:enumeration>
      </xs:restriction>
    </xs:simpleType>
    <xs:complexType name="GPT_Header_Priority_ON_Type">
      <xs:sequence>
        <xs:element name="GPT_Header_CBRN4_Alarm_Priority"
type="xs:unsignedByte" default="1">
          <xs:annotation>
            <xs:documentation>Defines the operational priority for CBRN4
product of type Alarm. The enumeration is defined in the header section in the GPT chapter in STANAG
4586 under Tag #2.</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_CBRN4_Sampling_Priority"
type="xs:unsignedByte" default="0">
          <xs:annotation>
            <xs:documentation>Defines the operational priority for CBRN4
product of type Sampling (non alarms). The enumeration is defined in the header section in the GPT
chapter in STANAG 4586 under Tag #2.</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_Detailed_Measurements_Alarm_Priority"
type="xs:unsignedByte" default="1">
          <xs:annotation>
            <xs:documentation>Defines the operational priority for detailed
measurement products associated to an Alarm. The enumeration is defined in the header section in the
GPT chapter in STANAG 4586 under Tag #2</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_Detailed_Measurements_Sampling_Priority"
type="xs:unsignedByte" default="0">
          <xs:annotation>
            <xs:documentation>Defines the operational priority for detailed
measurement products associated to a Sampling (non alarms). The enumeration is defined in the header
section in the GPT chapter in STANAG 4586 under Tag #2.</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_Logs_Priority" type="xs:unsignedByte"
default="3">
          <xs:annotation>
            <xs:documentation>Defines the operational priority for logs. The
enumeration is defined in the header section in the GPT chapter in STANAG 4586 under
Tag#2.</xs:documentation>
          </xs:annotation>
        </xs:element>
      </xs:sequence>
    </xs:complexType>
  </xs:schema>


```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

```


        </xs:element>
      </xs:sequence>
    </xs:complexType>
    <xs:complexType name="GPT_Header_Classification_ON_Type">
      <xs:sequence>
        <xs:element name="GPT_Header_Security_Classification"
type="xs:unsignedByte" default="1">
          <xs:annotation>
            <xs:documentation>Defines the security classification for the
product. The enumeration is defined in the header section in the GPT chapter in STANAG 4586 under
Tag #3.</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_Classifying_Country" type="xs:string"
default="//CAN">
          <xs:annotation>
            <xs:documentation>Defines the classifying country for the
product. The enumeration is defined in the header section in the GPT chapter in STANAG 4586 under
Tag #4.</xs:documentation>
          </xs:annotation>
        </xs:element>
        <xs:element name="GPT_Header_Releasing_Instructions" type="xs:string"
default="CAN">
          <xs:annotation>
            <xs:documentation>Defines the releasing instructions for the
product. The enumeration is defined in the header section in the GPT chapter in STANAG 4586 under
Tag #5.</xs:documentation>
          </xs:annotation>
        </xs:element>
      </xs:sequence>
    </xs:complexType>
  </xs:schema>

```

 National Defence Défense nationale	Version: 1.5
Sensor Integration Specification for ADIS	

Acronyms:

Acronym	Description
ADIS	Area Detection and Identification System
ATP	allied technical publication
APP	allied procedural publication
CBRN	Chemical, Biological, Radiological and Nuclear
C2	Command and Control
CCI	Command and Control Interface
CF	Canadian Forces
CONOP	Concept of Operation
COTS	Custom Off The Shelf
CSC	Common Sensor Controller
CUCS	Core UAV Control System
DLCSPM	Directorate Land Command Systems Program Management
DLI	Data Link Interface
DND	Department of National Defense
EO	Electro Optical
GPT	Generic Product Transport
HCI	Human Computer Interface
IR	Infrared
ISR	Intelligence, Surveillance and Reconnaissance
KLV	Key-Length-Value
LCMM	Life Cycle materiel manager
LOI	Level of Interoperability
MMS	Minimum Metadata Set
MTU	Maximum transmission unit
OEM	Original Equipment Manufacturer
SAR	Synthetic Aperture Radar
STANAG	Standardization Agreement
SI&DS	Sensor Integration and Decision Support Project
UAV	Unmanned Aerial Vehicle
UCS	UAV Control System
UDP	User Datagram Protocol
UTC	Coordinated Universal Time
VSM	Vehicle Specific Module
V&V	Validation and Verification
XML	Extensible Markup Language



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document shall continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas des marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

Appendix AB

Contract Data Requirements List (CDRLs)

(Acquisition)

Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)

Requisition Number:
DND Document # W8476-145109

RDIMS #3410264



NOTICE

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Prepared by:

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K1A 0K2

1. CONTRACT DATA REQUIREMENTS LIST (CDRL)

The following table lists the CDRLs (Block 2 – Title or Description of Data) attached to this Annex, including their CDRL number (Block 1 – CDRL Number) as well as their associated Data Item Description (DID) Number (Block 4 – Authority Number (DID)):

CDRL Number	Title	Associated DID	Short title
PM-101	Project Management Plan	PM-101	PMP
PM-102	Master Project Schedule and Work Breakdown Structure	PM-102	MPS/WBS
PM-103	Monthly Progress Report	PM-103	PROGREP
PM-104	Action Item Register	PM-104	AIR
PM-105	Meeting Documentation	PM-105	
PM-106	Configuration Management Plan	PM-106	CMP
PM-107	Lexicon	PM-107	Lex
PM-108	Request for Deviation/Request for Waiver	PM-108	RFD/RFW
PM-109	Quality Assurance Plan (QAP) (PM)	PM-109	QAP
SE-301	System Engineering Management Plan	SE-301	SEMP
SE-302	Test and Evaluation Master Plan	SE-302	TEMP
SE-303	Qualification Test Procedures	SE-303	QTP
SE-304	Qualification Test Report	SE-304	QTR
SE-305	Environmental, Health & Safety Assessment	SE-305	EHSA
SE-306	Software Version Description Document	SE-306	SVDD
SE-307	Technical Data Package	SE-307	TDP
SE-308	Engineering Change Proposal	SE-308	ECP
SE-309	Specification Change Notice	SE-309	SCN
SE-310	First Article Test Procedures	SE-303	FATP
SE-311	First Article Test Report	SE-304	FATR
SE-312	Verification Traceability Report	SE-312	
SE-313	Equipment Specification	SE-313	
SE-314	Interface Control Document	SE-314	ICD
IL-501	Integrated Logistics Support Plan	IL-501	ILS Plan
IL-502	Maintenance Plan	IL-502	Maint Plan
IL-503	Reliability and Maintainability (RAM) Data	IL-503	RAM
IL-504	Serial Number Register	IL-504	SNR
IL-505	Request for Nomenclature	IL-505	RFN
IL-506	Identification Plate Drawings	IL-506	
IL-507	Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)	IL-507	
IL-508	Marking Data for Storage and Shipment	IL-508	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CDRL Number	Title	Associated DID	Short title
IL-509	Packaging Data	IL-509	
IL-510	Provisioning Parts Breakdown (PPB)/Recommended Spare Parts List (RSPL)	IL-510	PPB/RSPL
IL-511	Supplementary Provisioning Technical Documentation	IL-511	SPTD
IL-512	Equipment Advisories	IL-512	EA
IL-513	Material Change Notice	IL-513	MCN
IL-514	Engineering Drawings & Associated Lists	IL-514	Dwgs
IL-515	Operators Manual	IL-515	Op Man
IL-516	First Line Maintenance Manual	IL-516	Maint Man
IL-517	User Guide	IL-517	UGuide
IL-518	ADIS Kit List	IL-518	
IL-519	Publication Certificates	IL-519	
IL-520	Training Needs Analysis	IL-520	TNA
IL-521	Training Plan	IL-521	TP
IL-522	Training Course Material	IL-522	
IL-523	Steady-State Training Recommendations	IL-523	SSTR
IL-524	Course Report	IL-524	
IL-525	Not Used	N/A	--
IL-526	Equipment Breakdown Structure	IL-526	EBS
IL-527	Configuration Status Accounting Report	IL-527	CSAR
IL-528	Notice of Revision	IL-528	NOR
IL-529	Material Safety Data Sheet	IL-529	MSDS

2. CDRL DEFINITIONS

CONTRACT DATA REQUIREMENTS LIST (LEGEND)						DND Form 1413			
A. SYSTEM / ITEM Use project title – usually same as SOW - CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER Initially RFP # then actual contract #					
C. SOW IDENTIFIER Used if multiple SOW in same contract		D. DATA CATEGORY According to category of data		E. CONTRACTOR Contractor's name / NATO Supply Code (NSCM)					
1. ITEM NUMBER 000 Sequential three digit #, starting 000		2. TITLE OR DESCRIPTION OF DATA Use title of DID (Data Item Description)		3. SUBTITLE Sub title as required – often the abbreviation.					
4. AUTHORITY (Data Item Number) (Data Item Description #)		5. CONTRACT REFERENCE Paragraph # of SOW, Specs as applicable		6. REQUIRING OFFICE Office of Primary Interest within Dept of National Defence					
7. INSPECTION See codes section 16	9. INPUT X Indicates integrated results from associated Contractors	10. FREQUENCY See codes section 16	12. DATE OF 1st SUBMISSION See section 16	14. DISTRIBUTION and ADDRESSEES See section 16					
8. APP CODE A indicates approval is needed		11. AS OF DATE See section 16	13. DATE OF NEXT SUBMISSIONS See section 16	A. ADDRESS		B. COPIES			
					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS 7. INSPECTION Codes indicate requirement for INSPECTION and ACCEPTANCE of data: SS = Source, Source DD = Destination, Destination SD = Source, Destination DS = Destination, Source 10. FREQUENCY ANNLY = annually ASGEN = as generated BI-MO = each two months BI-WK = each two weeks DAILY = daily DFDEL = deferred delivery DFREQ = deferred requisitioning MNTHLY = monthly ONE/R = one time with revisions OTIME = one time QRTLY = quarterly R/ASR = Revisions as required SEMIA = every six months WKLY = weekly 12. DATE OF 1st SUBMISSION ASGEN = as generated ASREQ = as required DAC = days after Contract Award MAC = months after Contract Award DFREQ = deferred requisitioning DFDEL = deferred delivery EOC = end of contract EOM = end of month EQQ = end of quarter 13. Sub = Subsequent submissions. Indicates constraint if any. 14. Hard = Paper copies, Soft = electronic copies									
PREPARED BY DCSEM 5-5		APPROVED BY PM							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER Contractor's file # as needed		18. ESTIMATED NO OF PAGES Contractor's input		19. ESTIMATED PRICE Contractor's input		15. TOTAL			

3. DATE CALCULATIONS

Delivery dates are expressed in working days or calendar months, and are to be calculated as follows:

Working days excludes weekends and the following designated holidays (based on CFAO 16-1 Annex A):

- New Year's Day,*
- Good Friday,
- Easter Monday,
- Victoria Day (the Monday on or immediately preceding 24 May),
- St-Jean Baptiste (24 Jun) or one other civic holiday,
- Canada Day (1 Jul),*
- Labour Day (first Monday in September),
- Thanksgiving Day (second Monday in October),
- Remembrance Day (11 Nov);* and
- Christmas and Boxing Days.**

Note: When a holiday marked with an asterisk (*) falls on a weekend, the following Monday will be taken as the designated holiday. When Christmas Day (**) falls on a Saturday, the following Monday and Tuesday will be taken as the designated Christmas/Boxing Day holidays.

Months are based on date, e.g., the 15th to the 15th. When counting from the end of a month with more days than the target month, the due date will be the first day of the following month. For example, one month after 31 Jan is 1 Mar.

In all cases if the due date falls on a weekend or holiday, the deliverable must be due the following working day.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)			E. CONTRACTOR					
1. ITEM NUMBER PM-101		2. TITLE OR DESCRIPTION OF DATA Project Management Plan (PMP)			3. SUBTITLE PMP					
4. AUTHORITY (Data Item Number) PM-101		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.2			6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES			
							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
16. REMARKS Block 12: The initial PMP must be submitted with the bid proposal. The TA will provide feedback during the kick-off meeting. Block 13: The Contractor must finalize and submit the PMP within 10 working days following the kick-off meeting. The Contractor must update and re-submit the PMP as necessary.					TA	1	1	1	1	
PREPARED BY DCSEM 5-5		APPROVED BY PM								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL	1	1	1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)			E. CONTRACTOR				
1. ITEM NUMBER PM-102		2. TITLE OR DESCRIPTION OF DATA Master Project Schedule (MPS) and Work Breakdown Structure (WBS)			3. SUBTITLE MPS/WBS				
4. AUTHORITY (Data Item Number) PM-102		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.3			6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY MONTHLY	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES		
					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS Block 12: The initial MPS and WBS must be submitted with the proposal. DND will provide feedback during the kick-off meeting. Block 13: The Contractor must finalize and submit the MPS and WBS within 10 working days following the kick-off meeting. Upon TA approval, the Contractor must baseline the MPS and WBS. The Contractor must submit MPS progress updates on a monthly basis. The TA will provide comments on the MPS and WBS within 10 working days following receipt. The Contractor must rebaseline the MPS and WBS only when directed to do so by the TA.					TA	1	1	1	1
PREPARED BY DCSEM 5-5		APPROVED BY TA							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL	1	1	1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)		E. CONTRACTOR				
1. ITEM NUMBER PM-103		1. TITLE OR DESCRIPTION OF DATA Monthly Progress Reports		3. SUBTITLE PROGREP				
4. AUTHORITY (Data Item Number) PM-103		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.6		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10. FREQUENCY MNTHLY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE		11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION EOM	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The first report must be submitted 20 working days after the Kick-off Meeting and on a monthly basis thereafter. The TA will provide comments on the PROGREP within 5 working days following receipt.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA				1
				CA				1
				PREPARED BY DCSEM 5-5		APPROVED BY TA		
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL			2	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">PM-104</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Action Item Reports (AIR)</div>		3. SUBTITLE <div style="text-align: center;">AIR</div>				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">PM-104</div>		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.7		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">MNTY</div>	12. DATE OF 1st SUBMISSION ASGEN	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 11: The Contractor must deliver the first Action Item Report (AIR) with the Meeting Minutes from the Kick-off Meeting. Block 13: The Contractor must submit subsequent AIR in conjunction with the monthly progress reports and with the minutes of each project meeting.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA				1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL			1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW			D. DATA CATEGORY Project Management (PM)		E. CONTRACTOR					
1. ITEM NUMBER <div style="text-align: center;">PM-105</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Meeting Documentation</div>		3. SUBTITLE Agendas and Minutes.					
4. AUTHORITY (Data Item Number) <div style="text-align: center;">PM-105</div>			5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.8.1		6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION <div style="text-align: center;">SD</div>		9. INPUT		10. FREQUENCY <div style="text-align: center;">ONE/R</div>		12. DATE OF 1st SUBMISSION ASGEN		14. DISTRIBUTION and ADDRESSEES		
8. APP CODE <div style="text-align: center;">A</div>				11. AS OF DATE See Block 16		13. DATE OF SUB SUBMISSION See Block 16		A. ADDRESS		B. COPIES
16. REMARKS The Contractor must prepare the agendas for and take minutes of meetings and reviews. The Contractor, Contracting Authority (CA) and Technical Authority (TA) will agree on formats at the first project meeting. <u>Agendas:</u> <ul style="list-style-type: none"> Agendas must be submitted no later than five working days prior to scheduled meetings. When required, a revised agenda must be submitted NLT three days prior to the meeting. <u>Minutes:</u> <ul style="list-style-type: none"> Minutes must be submitted no more than five working days after meetings. Copies of all data and information tabled at the meeting must be appended to the minutes. The TA will provide comments on the minutes within five working days of receipt. The Contractor must deliver the revised minutes within five working days of the receipt of comments. 							DRAFT		FINAL	
PREPARED BY DCSEM 5-5				APPROVED BY TA						
DATE				DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL				

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)		E. CONTRACTOR				
1. ITEM NUMBER PM-106		2. TITLE OR DESCRIPTION OF DATA Configuration Management Plan (CMP)		3. SUBTITLE CMP				
4. AUTHORITY (Data Item Number) PM-106		5. CONTRACT REFERENCE ADIS SOW Paragraph 5.4		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The initial CMP must be submitted with the bid package. The TA will provide feedback during the kick-off meeting. Block 13: The Contractor must finalize and submit the CMP within 10 working days following the kick-off meeting.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)		E. CONTRACTOR				
1. ITEM NUMBER PM-107		2. TITLE OR DESCRIPTION OF DATA Lexicon		3. SUBTITLE Lex				
4 AUTHORITY (Data Item Number) PM-107		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.10		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1 st SUBMISSION See Section 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF Sub SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The Lexicon must be submitted for review no more than 20 working days following the Kick-off Meeting. Response Time: The TA will provide comments on the Lexicon within 20 working days following receipt. Block 13: The Lexicon must be revised whenever new items identified and added to the Lexicon list. The Contractor must update and re-submit the Lexicon on a monthly basis with each Monthly Progress Report.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)			E. CONTRACTOR					
1. ITEM NUMBER PM-108		2. TITLE OR DESCRIPTION OF DATA Request for Deviation /Request for Waiver			3. SUBTITLE RFD/RFW					
4 AUTHORITY (Data Item Number) PM-108		5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 5.5			6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION DD	9. INPUT	10.FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13 DATE OF Sub SUBMISSIONS ASREQ		A. ADDRESS		B. COPIES			
							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
16 REMARKS The TA will provide notice of Approval or Rejection of RFD/RFW within 20 working days following receipt.					TA			1		1
					CA			1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL			2		2

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Project Management (PM)			E. CONTRACTOR				
1. ITEM NUMBER PM-109		2. TITLE OR DESCRIPTION OF DATA Quality Assurance Plan (QAP)			3. SUBTITLE QAP				
4. AUTHORITY (Data Item Number) PM-109		5. CONTRACT REFERENCE ADIS SOW Paragraph 8.2			6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT	10..FREQUENCY ONE/R	12. DATE OF 1 st SUBMISSION ASGEN		14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See block 16		A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The initial QAP must be submitted with the bid proposal. The TA will provide feedback during the kick-off meeting. Block 13: The Contractor must finalize and submit the QAP within 10 working days following the kick-off meeting.						DRAFT		FINAL	
						Hard	Soft	Hard	Soft
					TA	1	1	1	1
PREPARED BY DCSEM 5-5		APPROVED BY TA							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL	1	1	1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413					
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER						
C. SOW IDENTIFIER ADIS SOW			D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR						
1. ITEM NUMBER <div style="text-align: center;">SE-301</div>			2. TITLE OR DESCRIPTION OF DATA System Engineering Management Plan (SEMP)		3. SUBTITLE <div style="text-align: center;">SEMP</div>						
4. AUTHORITY (Data Item Number) <div style="text-align: center;">SE-301</div>			5. CONTRACT REFERENCE ADIS ADIS SOW Paragraph 6.2		6. REQUIRING OFFICE DND PM (TA)						
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT		10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES						
8. APP CODE A			11. AS OF DATE N/A	13. DATE OF SUB SUBMISSION See Block 16	A. ADDRESS		B. COPIES				
16. REMARKS Block 12: The initial SEMP must be submitted with the proposals. The TA will provide feedback during the kick-off meeting. Block 13: The Contractor must finalize and submit the SEMP within 10 working days following the kick-off meeting.							DRAFT		FINAL		
							Hard	Soft	Hard	Soft	
					TA		1	1	1	1	
PREPARED BY DCSEM 5-5			APPROVED BY TA								
DATE			DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		1	1	1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST					DND Form 1413			
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER			
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">SE-302</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Test and Evaluation Master Plan (TEMP)</div>		3. SUBTITLE				
4. AUTHORITY (DID Number) <div style="text-align: center;">SE-302</div>		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.5.1		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">See Block 16</div>	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
16. REMARKS Block 12. The TEMP must be delivered within 60 working days after Maturation Kick-off Meeting. The TA comments on the initial submission will be provided within 10 working days of the receipt. Block 13. The Contractor must update the TEMP within 10 working days after receipt of the TA comments. Further TEMP updates will be reviewed at subsequent progress review meetings; such proposed updates must be provided to the TA at least 10 working days before the meeting where they will be reviewed.				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
							1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST					DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS					B. CONTRACT / RFP NUMBER			
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-303		2. TITLE OR DESCRIPTION OF DATA Qualification Test Procedures (QTP)		3. SUBTITLE QTP				
4. AUTHORITY (DID Number) SE-303		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.5.4		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS		B. COPIES		
16. REMARKS Block 12. The draft QTP for tests related to SVR 1 must be submitted no later than 40 working days prior to TRR 1. The initial QTP for tests related to SVR 2 must be submitted no later than 40 working days prior to TRR 2. Comments on the initial submission will be provided by the TA within 20 working days following receipt. Block 13. The revised QTP must be submitted no later than 10 working days after receipt of comments. Final QTP for tests related to SVR 1 must be approved by TRR 1. Final QTP for tests related to SVR 2 must be approved by TRR 2.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-304		2. TITLE OR DESCRIPTION OF DATA Qualification Test Reports (QTR)		3. SUBTITLE QTR				
4. AUTHORITY (DID Number) SE-304		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.5.4		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12. Each draft QTR associated with each SVR must be submitted no later than 20 working days after completion of testing. The TA will submit comments no later than 20 working days after receipt of the initial submission. Block 13. Each final submission of the QTR associated with each SVR must be made no later than 10 working days after receipt of the TA comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
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						1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">System Engineering (SE)</div>			E. CONTRACTOR				
1. ITEM NUMBER SE-305		2. TITLE OR DESCRIPTION OF DATA Environmental, Health & Safety Assessment (EHSA)			3. SUBTITLE <div style="text-align: center;">EHSA</div>				
4. AUTHORITY (Data Item Number) SE-305		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 6.9.2</div>			6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">N/A</div>	13. DATE OF Sub SUBMISSIONS <div style="text-align: center;">See Block 16</div>	A. ADDRESS		B. COPIES			
					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS Block 12: The EHSA must be submitted for acceptance within 60 working days following the kick-off meeting. The TA will provide comments on the EHSA within 30 working days of receipt. Block 13: The revised EHSA, addressing the comments from the TA, must be submitted 20 working days following receipt of the TA's comments.				TA		1		1	
PREPARED BY DCSEM 5-5		APPROVED BY TA							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL		1		1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)			E. CONTRACTOR				
1. ITEM NUMBER SE-306		2. TITLE OR DESCRIPTION OF DATA Software Version Description Document			3. SUBTITLE SVDD				
4 AUTHORITY (Data Item Number) SE-306		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.4			6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10.FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13 DATE OF Sub SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES				
					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS Block 12: The initial SVDD must be submitted no later than 30 working days prior to FCA. The TA will submit comments at FCA. Block 13: The Contractor must deliver the revised version of the SVDD no later than 10 working days after receipt of the TA comments.				TA		1		1	
PREPARED BY DCSEM 5-5		APPROVED BY TA							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		1		1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-307		2. TITLE OR DESCRIPTION OF DATA Technical Data Package (TDP)		3. SUBTITLE TDP				
4. AUTHORITY (DID Number) SE-307		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.6		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The Contractor must submit the TDP 30 days prior to PCA 2. The TA will provide comments at PCA 2. Block 13: The Contractor must re-submit the TDP components within 15 working days of receipt of the TA comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-308		2. TITLE OR DESCRIPTION OF DATA Engineering Change Proposal (ECP)		3. SUBTITLE ECP				
4 AUTHORITY (Data Item Number) SE-308		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.7		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10.FREQUENCY ASGEN	12. DATE OF 1 st SUBMISSION ASREQ	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF Sub SUBMISSIONS ASREQ	A. ADDRESS	B. COPIES			
16. REMARKS The TA will provide notice of Approval or Rejection of ECPs within 20 working days of receipt.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
				CA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
				2		2		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)			E. CONTRACTOR					
1. ITEM NUMBER SE-309		2. TITLE OR DESCRIPTION OF DATA Specification Change Notice (SCN)			3. SUBTITLE SCN					
4 AUTHORITY (Data Item Number) SE-309		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.8			6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION DD	9. INPUT	10.FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF Sub SUBMISSIONS ASREQ		A. ADDRESS		B. COPIES			
16. REMARKS The TA will provide notice of Approval or Rejection of SCN within 20 working days of receipt.							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
					TA			1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL			1		1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>			D. DATA CATEGORY <div style="text-align: center;">System Engineering (SE)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">SE-310</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">First Article Test Procedures</div>		3. SUBTITLE <div style="text-align: center;">FATP</div>				
4. AUTHORITY (DID Number) <div style="text-align: center;">SE-310</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 6.5.6</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT		10. FREQUENCY <div style="text-align: center;">ASGEN</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>			11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">See Block 16</div>	A. ADDRESS		B. COPIES		
							DRAFT		FINAL
16. REMARKS Block 12. The initial FATP must be submitted no later than 60 working days prior to First Article Test. Comments on the initial submission will be provided by the TA within 10 working days of receipt. Block 13. The revised FATP must be submitted no later than 10 working days after receipt of comments.						Hard	Soft	Hard	Soft
					TA		1		1
PREPARED BY DCSEM 5-5			APPROVED BY TA						
DATE			DATE						
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
							<div style="text-align: center;">1</div>		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413						
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER							
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>			D. DATA CATEGORY <div style="text-align: center;">System Engineering (SE)</div>		E. CONTRACTOR							
1. ITEM NUMBER <div style="text-align: center;">SE-311</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">First Article Test Report</div>		3. SUBTITLE <div style="text-align: center;">FATR</div>							
4. AUTHORITY (DID Number) <div style="text-align: center;">SE-311</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 6.5.6</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>							
7. INSPECTION <div style="text-align: center;">DD</div>		9. INPUT		10. FREQUENCY <div style="text-align: center;">ASGEN</div>		12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>		14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>				11. AS OF DATE <div style="text-align: center;">ASGEN</div>		13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">See Block 16</div>		A. ADDRESS		B. COPIES		
16. REMARKS Block 12. The initial FATR must be submitted no later than 20 working days after completion of first article testing. The TA will submit comments no later than 10 working days after receipt of the initial submission. Block 13. The final submission of the FATR must be made no later than 10 working days after receipt of the TA comments.												
					TA				1		1	
PREPARED BY DCSEM 5-5			APPROVED BY TA									
DATE			DATE									
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL					
									1			
									1			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-312		2. TITLE OR DESCRIPTION OF DATA Verification Traceability Report		3. SUBTITLE				
4. AUTHORITY (DID Number) SE-312		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.5.2		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12. The initial Verification Traceability Report must be submitted no later than 20 working days following the acceptance of the FATR. The TA will submit comments no later than 10 working days after receipt of the initial submission. Block 13. The final submission of the Verification Traceability Report must be made no later than 10 working days after receipt of the TA comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR				
1. ITEM NUMBER SE-313		2. TITLE OR DESCRIPTION OF DATA Equipment Specification		3. SUBTITLE				
4. AUTHORITY (DID Number) SE-313		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.3		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12. The Equipment Specification must be submitted no later than 20 working days prior to the PDR. The TA will submit comments no later than 10 working days after receipt of the initial submission. Block 13. The final submission of the Equipment Specification must be delivered before CDR.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413	
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER			
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY System Engineering (SE)		E. CONTRACTOR			
1. ITEM NUMBER SE-314		2. TITLE OR DESCRIPTION OF DATA Interface Control Document		3. SUBTITLE ICD			
4. AUTHORITY (DID Number) SE-314		5. CONTRACT REFERENCE ADIS SOW Paragraph 6.3		6. REQUIRING OFFICE DND PM (TA)			
7. INSPECTION DD	9. INPUT	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF SUBSEQUENT SUBMISSION / EVENT See Block 16				
16. REMARKS Block 12: The ICD shall be submitted for review no later than 20 working days following the FCA. The TA shall provide comments on the ICD no later than 10 working days of receipt. Block 13: The revised ICD addressing the TA comments shall be submitted for acceptance no later than 10 working days of receipt of comments.				A. ADDRESS		B. COPIES	
				DRAFT		FINAL	
				Hard	Soft	Hard	Soft
				TA		1	1
PREPARED BY DCSEM 5-5		APPROVED BY TA					
DATE		DATE					
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		1	1

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR					
1. ITEM NUMBER IL-501		2. TITLE OR DESCRIPTION OF DATA Integrated Logistics Support Plan		3. SUBTITLE ILSP					
4. AUTHORITY (Data Item Number) IL-501		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.1.2		6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION SD	9. INPUT X	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES				
16. REMARKS Block 12: The proposed ILSP must be submitted for review with the Contractor's proposal. Response Time: Comments on the ILSP will be provided by the TA at the Kick-off Meeting. Block 13: The updated ILSP addressing the comments from the TA must be submitted for acceptance within 10 working days following the Kick-off Meeting.					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
				TA	1	1	1	1	
PREPARED BY DCSEM 5-5		APPROVED BY TA							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL	1	1	1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413								
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER									
C. SOW IDENTIFIER ADIS SOW			D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR									
1. ITEM NUMBER <div style="text-align: center;">IL-502</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Maintenance Plan</div>		3. SUBTITLE <div style="text-align: center;">Maint Plan</div>									
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-502</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.5</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>									
7. INSPECTION <div style="text-align: center;">SD</div>		9. INPUT <div style="text-align: center;">X</div>		10. FREQUENCY <div style="text-align: center;">R/ASR</div>		12. DATE OF 1st SUBMISSION See section 16		14. DISTRIBUTION and ADDRESSEES						
8. APP CODE A				11. AS OF DATE N/A		13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES				
16. REMARKS Block 12: The Contractor must submit for review and evaluation, a draft Maintenance Plan within 10 working days prior to PDR. Response Time: The TA will provide comments at PDR. Block 13: The Contractor must deliver the revised Maintenance Plan within 15 working days following the receipt of comments.							DRAFT		FINAL					
							Hard		Soft		Hard		Soft	
					TA				1				1	
PREPARED BY DCSEM 5-5			APPROVED BY TA											
DATE			DATE											
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL							
									1					
									1					

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST					DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR				
1. ITEM NUMBER IL-503		2. TITLE OR DESCRIPTION OF DATA Reliability and Maintainability Data		3. SUBTITLE RAM				
4. AUTHORITY (Data Item Number) IL-503		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.6		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10..FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The Contractor must submit RAM data within 20 working days following PDR. Response Time: Comments on the RAM Data will be provided by the TA within 20 working days following receipt of RAM data. Block 13: The updated RAM Data addressing the comments from the TA must be submitted for acceptance within 15 working days following receipt of comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL		1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413	
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS				B. CONTRACT / RFP NUMBER			
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR			
1. ITEM NUMBER IL-504		2. TITLE OR DESCRIPTION OF DATA Serial Number Register		3. SUBTITLE			
4 AUTHORITY (Data Item Number) IL-504		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.7		6. REQUIRING OFFICE DND PM (TA)			
7. INSPECTION SD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE		11. AS OF DATE N/A	13 DATE OF Sub SUBMISSIONS R/ASR	A. ADDRESS	B. COPIES		
					DRAFT		FINAL
					Hard	Soft	Hard Soft
16 REMARKS Block 12: The serial number register must be delivered with the first ADIS shipment, and updated with each subsequent shipment.				TA			1 1
PREPARED BY DCSEM 5-5		APPROVED BY TA					
DATE		DATE					
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL	
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Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)			E. CONTRACTOR					
1. ITEM NUMBER IL-505		2. TITLE OR DESCRIPTION OF DATA Request for Nomenclature			3. SUBTITLE					
4. AUTHORITY (Data Item Number) IL-505		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.8			6. REQUIRING OFFICE DND PM (TA)					
7. INSPECTION SS	9. INPUT X	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE N/A		11. AS OF DATE N/A	13. DATE OF Sub SUBMISSIONS N/A		A. ADDRESS		B. COPIES			
16 REMARKS Block 12: The Contractor must provide the first RFN within 5 days prior to PDR. Response Time: The TA will provide reply to the Request for Nomenclature within 15 working days following receipt.							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
					TA			1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL			1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-506</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Identification Plate Drawings</div>		3. SUBTITLE				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-506</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.9.2</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS		B. COPIES		
16. REMARKS Block 12: The drawings must be delivered within 10 working days after CDR. Response Time: The TA will provide comments within 10 working days following receipt of the drawings. Block 13. The updated Equipment Identification Plate Drawings addressing the comments from the TA must be submitted for acceptance within 15 working days of receipt following comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413								
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER									
C. SOW IDENTIFIER ADIS SOW			D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR									
1. ITEM NUMBER <div style="text-align: center;">IL-507</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)</div>		3. SUBTITLE <div style="text-align: center;">UID</div>									
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-507</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.9.3</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>									
7. INSPECTION <div style="text-align: center;">SD</div>		9. INPUT <div style="text-align: center;">X</div>		10. FREQUENCY <div style="text-align: center;">ONE/R</div>		12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES						
8. APP CODE A				11. AS OF DATE N/A		13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES				
16. REMARKS Block 12. The data must be delivered 30 working days before the delivery of the first ADIS. The TA will provide comments within 15 working days following receipt. Block 13: The updated data must be submitted for acceptance within 15 working days following receipt of the TA's comments.							DRAFT		FINAL					
							Hard		Soft		Hard		Soft	
					TA				1				1	
PREPARED BY DCSEM 5-5			APPROVED BY TA											
DATE			DATE											
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL				1			
											1			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-508</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Marking Data for Storage and Shipment</div>		3. SUBTITLE				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-508</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.9.1</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE ASGEN	13. DATE OF next SUBMISSIONS <div style="text-align: center;">See Block 16</div>	A. ADDRESS		B. COPIES		
16. REMARKS Block 12: The Contractor must submit the Marking Data within 40 working days prior to FCA/PCA. Response Time: The TA will provide comments within 20 working days following receipt of the Marking Data. Block 13: The Contractor must submit the updated Marking Data within 20 working days following receipt of comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1		1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST					DND Form 1413			
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-509</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Packaging Data</div>		3. SUBTITLE				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-509</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.10.2</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">NA</div>	13. DATE OF next SUBMISSIONS <div style="text-align: center;">See Block 16</div>	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The Contractor must submit the Packaging Data within 40 working days prior to FCA/PCA. Response Time: The TA will provide comments within 20 working days following receipt of the Packaging Data. Block 13: The Contractor must submit the updated Packaging Data within 20 working days following receipts of comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL		1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-510</div>		2. TITLE OR DESCRIPTION OF DATA Provisioning Parts Breakdown / Recommended Spare Parts List		3. SUBTITLE <div style="text-align: center;">PPB/RSPL</div>				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-510</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.11.2</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY <div style="text-align: center;">ASREQ</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">See Block 16</div>	13. DATE OF next SUBMISSIONS <div style="text-align: center;">See Block 16</div>	A. ADDRESS	B. COPIES			
16. REMARKS <u>Block 11.</u> The Provisioning Parts Breakdown (PPB)/Recommended Spare Parts List (RSPL) must be submitted by the Contractor whenever changes occur to any of the of the PPB/RSPL data elements or upon the TA request. <u>Block 12:</u> The Contractor must submit a draft PPB/RSPL identifying main items required to support initial provisioning within 20 working days prior to PDR. Response Time: The TA will provide comments within 20 working days following receipt of the draft PPB/RSPL. <u>Block 13.</u> The updated PPB/RSPL addressing the comments from the TA must be submitted for acceptance within 15 working days following receipt of comments. Revised PPB/RSPLs must include all spare parts as they are identified.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
				CA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		2		2

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR				
1. ITEM NUMBER IL-511		2. TITLE OR DESCRIPTION OF DATA Supplementary Provisioning Technical Documentation		3. SUBTITLE SPTD				
4. AUTHORITY (Data Item Number) IL-511		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.11.3		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS <u>Block 11:</u> The Supplementary Provisioning Technical Documentation (SPTD) must be submitted within 10 working days after initial request, when required data elements are identified by the TA. <u>Response Time:</u> Comments on the SPTD will be provided by the TA within 10 working days following receipt. <u>Block 13.</u> The updated SPTD addressing the comments from the TA must be submitted for acceptance within 10 working days following receipt of comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor – ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-512</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Equipment Advisories</div>		3. SUBTITLE <div style="text-align: center;">EA</div>				
4 AUTHORITY (Data Item Number) <div style="text-align: center;">IL-512</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.12</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION SD	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION <div style="text-align: center;">ASREQ</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE		11. AS OF DATE See Block 16	13 DATE OF Sub SUBMISSIONS <div style="text-align: center;">N/A</div>	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
16 REMARKS Block 11: The Contractor must submit an EA within 10 working days of identification of problems, processes or situations that may affect the equipment. Response Time: The TA will provide reply to Equipment Advisories within 10 working days following receipt.				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		1		1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR				
1. ITEM NUMBER IL-513		2. TITLE OR DESCRIPTION OF DATA Material Change Notice		3. SUBTITLE MCN				
4 AUTHORITY (Data Item Number) IL-513		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.13		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10.FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF Sub SUBMISSIONS ASREQ	A. ADDRESS	B. COPIES			
16. REMARKS Block 11: MCN for all CI must be submitted for review as soon as the requirement for change has been identified. Response Time: The TA will provide notice of Acceptance or Rejection of the MCN within 10 working days following receipt.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-514</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Engineering Drawings & Associated Lists</div>		3. SUBTITLE <div style="text-align: center;">Drawings & Lists</div>				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-514</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.14</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 11: Engineering Drawings and Associated Lists (including EBS drawings) must be submitted whenever changes occur to the EBS and PPB/RSPL data elements affecting cataloguing or upon the TA request. Block 12: The Contractor must submit drawings within 20 working days prior to PDR. Response Time: The TA will provide comments at PDR. Block 13: The updated Engineering Drawings and Associated Lists, addressing the comments from the TA, must be submitted for acceptance within 15 working days following receipt of comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE				
						1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>			E. CONTRACTOR					
1. ITEM NUMBER <div style="text-align: center;">IL-515</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Operators Manual</div>			3. SUBTITLE <div style="text-align: center;">Op Man</div>					
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-515</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.15</div>			6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>					
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">See Block 16</div>	13. DATE OF next SUBMISSIONS <div style="text-align: center;">See Block 16</div>		A. ADDRESS		B. COPIES			
16. REMARKS Block 12: A draft unilingual English Operators Manual must be submitted within 60 working days following the CDR. Response Time: The TA will provide comments within 20 working days following receipt of the draft Operators Manual. Block 13: The Contractor must submit the revised unilingual draft within 20 working days following receipt of comments. The unilingual Operators Manual will be reviewed at the FCA/PCA and the TA will provide further comments on the unilingual English version within 20 working days following the FCA/PCA. The Contractor must submit a bilingual (English and French) Operators Manual for review within 40 working days of receiving the TA comments on the English draft Operators Manual. The TA will provide comments within 20 working days following receipt of the draft bilingual Operators Manual. The Contractor must submit the revised bilingual Operators Manual within 20 working days following receipt of comments. The final version of the Operators Manual must be submitted for approval within 15 working days following receipt of the TA comments.							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
					TA			1		1
					Each System			1		
					<i>Operators Manual must be delivered with each ADIS, total of 32 systems.</i>					
PREPARED BY DCSEM 5-5		APPROVED BY TA								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		1	32	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-516</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">First Line Maintenance Manual</div>		3. SUBTITLE <div style="text-align: center;">Maint Instr</div>				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-516</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.15</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT <div style="text-align: center;">X</div>	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard	Soft	Hard Soft	
16. REMARKS Block 12: A draft unilingual English First Line Maintenance Manual must be submitted within 60 working days following the CDR. Response Time: The TA will provide comments within 20 working days following receipt of the draft First Line Maintenance Manual. Block 13: The Contractor must submit the revised unilingual English draft within working 20 days following receipt of comments. The unilingual English First Line Maintenance Manual will be reviewed at the FCA/PCA and the TA will provide further comments on the unilingual English version within 20 working days following the FCA/PCA. The Contractor must submit a bilingual (English and French) First Line Maintenance Manual for review within 30 working days following receiving the TA comments on the English draft First Line Maintenance Manual. The TA will provide comments within 30 working days following receipt of the draft bilingual First Line Maintenance Manual. The Contractor must submit the revised manual within 20 working days following receipt of comments. The final version of the First Line Maintenance Manual must be submitted for approval within 15 working days following receipt of the TA comments.				TA		1		1
				DND ILSM			32	
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER			19. ESTIMATED PRICE	15. TOTAL		1	32 1	

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413			
A. SYSTEM / ITEM CAF Chemical Sensor - ADIS					B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)			E. CONTRACTOR				
1. ITEM NUMBER IL-517		2. TITLE OR DESCRIPTION OF DATA User Guide			3. SUBTITLE User Guide				
4. AUTHORITY (Data Item Number) IL-517		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.15			6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT X	10. FREQUENCY ONE/R	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES		
16. REMARKS Block 12: A draft unilingual English User Guide must be submitted within 20 working days following approval of the unilingual Operators Manual. Response Time: The TA will provide comments within 20 working days following receipt of the draft User Guide. Block 13: The Contractor must submit the revised unilingual English draft within 20 working days following receipt of comments. The Contractor must submit a bilingual (English and French) User Guide for review within 30 working days following receiving the TA comments on the English draft User Guide. The TA will provide comments within 30 working days following receipt of the draft bilingual User Guide. The Contractor must submit the revised User Guide within 20 working days following receipt of comments. The TA will provide comments of the revised User Guide within 15 working days of receipt following the draft bilingual User Guide. The final version of the User Guide must be submitted for approval within 15 working days following receipt of the TA comments.						DRAFT		FINAL	
						Hard	Soft	Hard	Soft
					TA		1		1
					Each System			1	
					A User Guide must be delivered with each ADIS, total of 32 systems.				
PREPARED BY DCSEM 5-5		APPROVED BY TA							

Department of National Defence
 Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
 (ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

DATE	DATE						
17. CONTRACT FILE/DOC NUMBER	18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL		1	32	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413					
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER						
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>			E. CONTRACTOR						
1. ITEM NUMBER <div style="text-align: center;">IL-518</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">ADIS Kit List</div>			3. SUBTITLE						
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-518</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.15</div>			6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>						
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ASREQ</div>	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES						
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">N/A</div>	13. DATE OF next SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES				
16. REMARKS Block 12: The ADIS Kit List must be submitted for review within 60 working days following receipt of the Draft EBS. The TA will provide comments on the ADIS Kit List within 15 working days following receipt. Block 13: The updated ADIS Kit List must be submitted for acceptance within 15 working days following receipt of the TA comments.							DRAFT		FINAL		
							Hard	Soft	Hard	Soft	
					TA			1	1	1	
					Each System				1		
							<i>A Kit List must be delivered with each ADIS, total of 32 systems.</i>				
PREPARED BY <div style="text-align: center;">DCSEM 5-5</div>		APPROVED BY <div style="text-align: center;">TA</div>									
DATE		DATE									
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL			1	32	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-519</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Publication Certificates</div>		3. SUBTITLE				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-519</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.15</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE		11. AS OF DATE ASGEN	13. DATE OF next SUBMISSIONS <div style="text-align: center;">N/A</div>	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: One set of Publication Certificates must accompany the final bilingual submission of each of: a. Operators Manual; b. First Line Maintenance Manual; c. User Guide; and d. ADIS Kit List. NOTE: Only one of each certificate is required for each publication type.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA				4
				<i>One set of certificates delivered per publication type, total of 4 sets.</i>				
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
							4	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR <div style="text-align: center;">TBD</div>				
1. ITEM NUMBER <div style="text-align: center;">IL-520</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Training Needs Analysis</div>		3. SUBTITLE <div style="text-align: center;">TNA</div>				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-520</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.17.1.2</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">See Block 16</div>	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
16. REMARKS Block 12: The TNA must be submitted before the submission of the Training Plan (TP) and within 30 working days following the Maturation Kick-off Meeting. Block 13: Revisions must be submitted within 15 working days following changes to the information provided. Response Time: The TA will provide comments on TNA within 15 working days following receipt.				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
							1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>			D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR					
1. ITEM NUMBER <div style="text-align: center;">IL-521</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Training Plan</div>		3. SUBTITLE <div style="text-align: center;">TP</div>					
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-521</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.17.1.3</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>					
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT <div style="text-align: center;">X</div>		10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES					
8. APP CODE <div style="text-align: center;">A</div>			11. AS OF DATE ASGEN	13. DATE OF next SUBMISSIONS <div style="text-align: center;">See Block 16</div>	A. ADDRESS		B. COPIES			
16. REMARKS Block 12: The Contractor must submit a draft unilingual English TP no later than 20 working days following the first TDWG. The TA will provide comments within 20 working days following receipt of the TP. Block 13: The Contractor must submit the revised unilingual English TP within 20 working days following receipt of comments for TA approval. The Contractor must submit a bilingual (English French) TP for review within 20 working days following approval of the unilingual English TP. The TA will provide comments within 20 working days following receipt of the TP. The Contractor must submit the revised bilingual TP within 20 working days following receipt of comments for TA approval.						DRAFT		FINAL		
						Hard	Soft	Hard	Soft	
PREPARED BY DCSEM 5-5					APPROVED BY TA					
										DATE
17. CONTRACT FILE/DOC NUMBER					18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL	
							1		1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413								
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER									
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>			D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR									
1. ITEM NUMBER <div style="text-align: center;">IL-522</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Training Course Material</div>		3. SUBTITLE									
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-522</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.17.3</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>									
7. INSPECTION <div style="text-align: center;">SD</div>		9. INPUT <div style="text-align: center;">X</div>		10. FREQUENCY <div style="text-align: center;">ONE/R</div>		12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>		14. DISTRIBUTION and ADDRESSEES						
8. APP CODE <div style="text-align: center;">A</div>				11. AS OF DATE <div style="text-align: center;">ASGEN</div>		13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">See Block 16</div>		A. ADDRESS		B. COPIES				
16. REMARKS Block 12: The Contractor must submit draft unilingual English training course material no later than 20 working days after the TP is approved. The TA will provide comments within 10 working days following receipt of the training course material. Block 13: The Contractor must submit the revised unilingual training course material within 20 working days following receipt of comments for TA approval. The Contractor must submit a bilingual training course material for review within 20 working days following approval of the unilingual TP. The TA will provide comments within 10 working days following receipt of the training course material. The Contractor must submit the revised bilingual training course material within 20 working days following receipt of comments for TA approval.							DRAFT		FINAL					
							Hard		Soft		Hard		Soft	
					TA				1				1	
PREPARED BY DCSEM 5-5			APPROVED BY TA											
DATE			DATE											
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		1		1			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413					
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER						
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>			D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR						
1. ITEM NUMBER <div style="text-align: center;">IL-523</div>			2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Steady-State Training Recommendations</div>		3. SUBTITLE						
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-523</div>			5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.17.6</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>						
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT		10. FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES						
8. APP CODE			11. AS OF DATE <div style="text-align: center;">ASGEN</div>	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">N/A</div>	A. ADDRESS		B. COPIES				
16. REMARKS Block 12: The Contractor must submit Steady-State Recommendations within 30 working days following delivery of the final Initial Cadre Training (ICT) serial.							DRAFT		FINAL		
							Hard	Soft	Hard	Soft	
					TA			1		1	
PREPARED BY DCSEM 5-5			APPROVED BY TA								
DATE			DATE								
17. CONTRACT FILE/DOC NUMBER			18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL			1	1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR				
1. ITEM NUMBER <div style="text-align: center;">IL-524</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Course Report</div>		3. SUBTITLE				
4. AUTHORITY (Data Item Number) <div style="text-align: center;">IL-524</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.17.5.5</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>				
7. INSPECTION <div style="text-align: center;">SD</div>	9. INPUT	10. FREQUENCY <div style="text-align: center;">ASGEN</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE		11. AS OF DATE <div style="text-align: center;">N/A</div>	13. DATE OF SUBSEQUENT SUBMISSION / EVENT <div style="text-align: center;">ASREQ</div>	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
16. REMARKS Block 12: The Contractor must submit the Course Report within 20 working days following delivery of each ICT serial.				TA				1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413				
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor - ADIS</div>					B. CONTRACT / RFP NUMBER					
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>			E. CONTRACTOR					
1. ITEM NUMBER <div style="text-align: center;">IL-526</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Equipment Breakdown Structure (EBS)</div>			3. SUBTITLE <div style="text-align: center;">EBS</div>					
4 AUTHORITY (Data Item Number) <div style="text-align: center;">IL-526</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.2</div>			6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>					
7. INSPECTION SD	9. INPUT	10.FREQUENCY <div style="text-align: center;">ASREQ</div>	12. DATE OF 1st SUBMISSION See Block 16		14. DISTRIBUTION and ADDRESSEES					
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF Sub SUBMISSIONS See Block 16		A. ADDRESS		B. COPIES			
16. REMARKS <u>Block 12:</u> The initial EBS must be submitted with the Contractors proposal. <u>Response Time:</u> The TA will provide comments at the Kick-off meeting. <u>Block 13:</u> The Final EBS will be reviewed at the FCA/PCA and accepted upon satisfactory completion of FCA/PCA. <u>Response Time:</u> The TA will provide comments on the Final EBS within 20 working days following receipt.							DRAFT		FINAL	
							Hard	Soft	Hard	Soft
					TA	1	1	1	1	
PREPARED BY DCSEM 5-5		APPROVED BY TA								
DATE		DATE								
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE	15. TOTAL	1	1	1	1	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM CAF Chemical Sensor – ADIS				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY Integrated Logistics (IL)		E. CONTRACTOR				
1. ITEM NUMBER IL-527		2. TITLE OR DESCRIPTION OF DATA Configuration Status Account Report		3. SUBTITLE CSAR				
4 AUTHORITY (Data Item Number) IL-527		5. CONTRACT REFERENCE ADIS SOW Paragraph 7.4		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION SD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1 st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE See Block 16	13. DATE OF Sub SUBMISSIONS See Block 16	A. ADDRESS	B. COPIES			
16. REMARKS Block 11. The Configuration Status Account (CSA) Report must be submitted whenever changes occur to any of the CSA data elements or upon the TA request. Block 12. The first CSAR must be submitted for review 40 working days prior to FCA/PCA. Response Time: Comments on the CSAR will be provided by the TA within 10 working days following receipt Block 13: The Contractor must submit a revised CSAR within 10 working days following receipt of the TA comments.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
PREPARED BY DCSEM 5-5		APPROVED BY TA						
DATE		DATE						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413					
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor – ADIS</div>				B. CONTRACT / RFP NUMBER							
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>		E. CONTRACTOR							
1. ITEM NUMBER <div style="text-align: center;">IL-528</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Notice of Revision</div>		3. SUBTITLE <div style="text-align: center;">NOR</div>							
4 AUTHORITY (Data Item Number) <div style="text-align: center;">IL-528</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 7.16</div>		6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>							
7. INSPECTION DD	9. INPUT	10.FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ	14. DISTRIBUTION and ADDRESSEES							
8. APP CODE A		11. AS OF DATE N/A	13. DATE OF Sub SUBMISSIONS ASREQ	A. ADDRESS		B. COPIES					
16. REMARKS The TA will provide notice of Approval or Rejection of the NOR within 20 working days following receipt.						DRAFT		FINAL			
						Hard	Soft	Hard	Soft		
				TA			1		1		
PREPARED BY DCSEM 5-5		APPROVED BY TA									
DATE		DATE									
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL			1		1

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AB: Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413					
A. SYSTEM / ITEM <div style="text-align: center;">CAF Chemical Sensor – ADIS</div>					B. CONTRACT / RFP NUMBER						
C. SOW IDENTIFIER <div style="text-align: center;">ADIS SOW</div>		D. DATA CATEGORY <div style="text-align: center;">Integrated Logistics (IL)</div>			E. CONTRACTOR						
1. ITEM NUMBER <div style="text-align: center;">IL-529</div>		2. TITLE OR DESCRIPTION OF DATA <div style="text-align: center;">Material Safety Data Sheet</div>			3. SUBTITLE <div style="text-align: center;">MSDS</div>						
4 AUTHORITY (Data Item Number) <div style="text-align: center;">IL-529</div>		5. CONTRACT REFERENCE <div style="text-align: center;">ADIS SOW Paragraph 6.9.9.3</div>			6. REQUIRING OFFICE <div style="text-align: center;">DND PM (TA)</div>						
7. INSPECTION <div style="text-align: center;">DD</div>	9. INPUT	10.FREQUENCY <div style="text-align: center;">ONE/R</div>	12. DATE OF 1st SUBMISSION <div style="text-align: center;">See Block 16</div>		14. DISTRIBUTION and ADDRESSEES						
8. APP CODE <div style="text-align: center;">A</div>		11. AS OF DATE <div style="text-align: center;">N/A</div>	13. DATE OF Sub SUBMISSIONS <div style="text-align: center;">See Block 16</div>		A. ADDRESS		B. COPIES				
16. REMARKS Block 12. Separate Material Safety Data Sheet (MSDS) for each item must be submitted for review within 60 working days following CDR. Response Time: Comments on the MSDS will be provided by the TA within 25 working days following receipt. Block 13. The updated MSDS, addressing the comments from the TA must be submitted for acceptance within two (2) weeks following receipt of comments.							DRAFT		FINAL		
							Hard	Soft	Hard	Soft	
					TA			1		1	
					With each Shipment				1		
PREPARED BY <div style="text-align: center;">DCSEM 5-5</div>		APPROVED BY <div style="text-align: center;">TA</div>									
DATE		DATE									
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL			1	1	1

Appendix AC

Data Item Descriptions (DIDs)

(Acquisition)

Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)

Requisition Number:
DND Document # W8476-145109

RDIMS #3410349



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Prepared by:

CBRN Omnibus - PM Chemical Sensors
National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2

1. DATA ITEM DESCRIPTION (DID) LIST

The following table lists the DIDs contained in this Annex, including their DID number as well as their associated Contract Data Requirements List (CDRL) number.

DID Number	Title	Associated CDRL	Short Title
PM-101	Project Management Plan	PM-101	PMP
PM-102	Master Project Schedule and Work Breakdown Structure	PM-102	MPS/WBS
PM-103	Monthly Progress Report	PM-103	PROGREP
PM-104	Action Item Register	PM-104	AIR
PM-105	Meeting Documentation	PM-105	
PM-106	Configuration Management Plan	PM-106	CMP
PM-107	Lexicon	PM-107	Lex
PM-108	Request for Deviation/Request for Waiver	PM-108	RFD/RFW
PM-109	Quality Assurance Plan (QAP)	PM-109	QAP
SE-301	System Engineering Management Plan	SE-301	SEMP
SE-302	Test and Evaluation Master Plan	SE-302	TEMP
SE-303	Test Procedures	SE-303 SE-310	QTP FATP
SE-304	Test Report	SE-304 SE-311	QTR FATR
SE-305	Environmental, Health & Safety Assessment	SE-305	EHSA
SE-306	Software Version Description Document	SE-306	SVDD
SE-307	Technical Data Package	SE-307	TDP
SE-308	Engineering Change Proposal	SE-308	ECP
SE-309	Specification Change Notice	SE-309	SCN
SE-312	Verification Traceability Report	SE-312	
SE-313	Equipment Specification	SE-313	
SE-314	Interface Control Document	SE-314	ICD
IL-501	Integrated Logistics Support Plan	IL-501	ILS Plan
IL-502	Maintenance Plan	IL-502	Maint Plan
IL-503	Reliability and Maintainability (RAM) Data	IL-503	RAM
IL-504	Serial Number Register	IL-504	SNR
IL-505	Request for Nomenclature	IL-505	RFN
IL-506	Identification Plate Drawings	IL-506	
IL-507	Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)	IL-507	
IL-508	Marking Data for Storage and Shipment	IL-508	
IL-509	Packaging Data	IL-509	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DID Number	Title	Associated CDRL	Short Title
IL-510	Provisioning Parts Breakdown (PPB)/Recommended Spare Parts List (RSPL)	IL-510	PPB/RSPL
IL-511	Supplementary Provisioning Technical Documentation	IL-511	SPTD
IL-512	Equipment Advisories	IL-512	EA
IL-513	Material Change Notice	IL-513	MCN
IL-514	Engineering Drawings & Associated Lists	IL-514	Dwgs
IL-515	Operators Manual	IL-515	Op Instr
IL-516	First Line Maintenance Manual	IL-516	Maint Instr
IL-517	User Guide	IL-517	UGuide
IL-518	ADIS Kit List	IL-518	
IL-519	Publication Certificates	IL-519	
IL-520	Training Needs Analysis	IL-520	TNA
IL-521	Training Plan	IL-521	TP
IL-522	Training Course Material	IL-522	
IL-523	Steady-State Training Recommendations	IL-523	SSTR
IL-524	Course Report	IL-524	
IL-525	Not Used	N/A	--
IL-526	Equipment Breakdown Structure SVSS	IL-526	EBS
IL-527	Configuration Status Accounting Report	IL-527	CSAR
IL-528	Notice of Revision	IL-528	NOR
IL-529	Material Safety Data Sheet	IL-529	MSDS

2. APPLICABLE DOCUMENTS

The standards, specifications and publications identified in Appendix AE – RAG, are applicable to the extent specified in this document.

Any documents in Appendix AE – RAG, not specifically identified in the text of this document are to be considered as supplemental information.

In the event of a conflict between the text of this SOW and the references cited herein, the text of this document takes precedence.

In the event of inconsistency within the document, the Technical Authority (TA) will provide clarification.

Unless otherwise specified, the issue or amendment of a document effective for this contract is the one in effect on the RFP closing date.

3. DID FORM DEFINITIONS

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

BLOCK 1 – TITLE

The title of the data item for the DID.

BLOCK 2 - IDENTIFICATION NUMBER

The DID number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID.

BLOCK 3 - DESCRIPTION

Provides a general description of the data content requirements.

BLOCK 4 - APPROVAL DATE

Indicates the date of the originator's approval of the DID.

BLOCK 5 - OFFICE OF PRIMARY INTEREST (OPI)

The office of primary interest for the review, acceptance and/or approval of the data item.

BLOCK 6 - GIDEP APPLICABLE

An "X" indicates that the data is to be submitted by a Government organization or the Contractor to the Government/Industry Data Exchange Program (GIDEP). Otherwise the block is left blank.

BLOCK 7 - APPLICATION / INTERRELATIONSHIP

Provides the application details and interrelationship of the data item to other DIDs or documents.

BLOCK 8 - ORIGINATOR

Indicates the originator's office responsible for the DID.

BLOCK 9 - APPLICABLE FORMS

Indicates any form associated with the DID.

BLOCK 10 - PREPARATION INSTRUCTIONS

Provides the preparation instructions, including format and content requirements, for the data.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Project Management Plan (PMP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-101</p>		
3. DESCRIPTION <p>The PMP describes the Contractor's processes and organization to carry the activities necessary to complete the Work within the approved schedule and meeting all contractual requirements.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL PM-101</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> 10.1.1 The PMP must be in the Contractor's format. 10.1.2 It should be concise, simple and direct. 10.2 <u>CONTENT</u> 10.2.1 The PMP must describe the Contractor's plan for organizing, staffing, controlling and directing all of Project activities to deliver compliant systems, technical data, integrated logistics support, and contract data requirements within schedule, resource and budgetary constraints. 10.2.2 The following items must be addressed: 10.2.2.1 Overview: <ul style="list-style-type: none"> a) Purpose, Background, Scope and Objectives; b) Assumptions, Constraints and Risks; c) Project Deliverables; d) Organization Summary; and e) Schedule Summary. 10.2.2.2 Organization: <ul style="list-style-type: none"> a) Project Management Organizational Chart; b) Roles and Responsibilities; and c) Escalating Lines of Communications. 10.2.2.3 Management Processes: <ul style="list-style-type: none"> a) Project Management Approach and Procedures; b) Sub-Contractor Management; c) Schedule Control; d) Resource Allocation; e) Budget Control; f) Quality Assurance; g) Performance Monitoring; h) Reporting; 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

- i) Communications;
- j) Problem Resolution;
- k) Project Work Tasks/Elements Closing;
- l) Process Improvement;
- m) Risk Identification and Management;
- n) Environmental, Health and Safety Issues Management;
- o) Information Management (IM);
- p) Change Control Processes; and
- q) Production Management, Procurement and In-service Support.

10.2.2.4 The PMP must include disaster recovery for all project data.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Master Project Schedule and Work Breakdown Structure (MPS/WBS)	2. IDENTIFICATION NUMBER PM-102		
3. DESCRIPTION The MPS/WBS provides the DND TA with visibility of the Contractor's planned activities and accomplished activities to date, at a level of detail that is indicative of overall performance. The MPS/WBS is used to monitor schedule performance.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL PM-102			
10. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The MPS/WBS must be prepared using a computer program capable of producing MS Project compatible output. 10.2 <u>CONTENT</u> The MPS/WBS must include all contracted activities, deliverables and milestones. The MPS/WBS must detail the sequencing, activity duration, milestones and all work breakdown activities which occur for the objectives and requirements of the contract to be achieved. The MPS/WBS must include a detailed legend depicting the meaning of all symbols, abbreviations and colours utilized. The MPS/WBS must include a listing of constraints and assumptions used in order to develop the activity duration, activity dependencies and associated network logic. The MPS/WBS must be prepared in such a way as to allow for easy extraction, either by a one-stage filter of sub schedules such as System Engineering, ILS, and Verification or by the use of Master and Subproject files. When Master and Subproject files are used, schedule information should not be duplicated between the Master and Subproject. The MPS/WBS must show a time-phased sequence of activities and events, and their relationship to the Work Breakdown Activities, to include as a minimum: <ul style="list-style-type: none"> a. The sequence, duration and completion dates of activities and deliverable items; b. Critical Path(s); c. Program tasks down to the work package level; d. Associated project milestones (both contractual and otherwise); e. Delivery of associated documentation for review, approval and final delivery; and f. Projected dates for any major project accomplishments not already covered as milestones. The MPS/WBS must also include the associated network diagram (activity-on-node) showing network			

logic, mandatory, discretionary and external activity dependencies.

10.3 MONTHLY UPDATES

The MPS/WBS must be updated monthly.

The monthly update must:

- a. Be included with the Monthly Progress Report;
- b. Clearly indicate the “as of date” both in written form and graphically on any charts (Gantt etc.);
- c. Clearly indicate progress in relation to the baseline schedule. Progress should show actual start and finish as well as percentage complete for activities in process; and
- d. Clearly identify changes to the baseline activity (also applicable to new and deleted activities).

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Monthly Progress Report</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-103</p>		
3. DESCRIPTION <p style="text-align: center;">To describe the progress made by the Contractor in meeting project schedules and milestones.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p style="text-align: center;">CDRL PM-103</p>			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> 10.1.1 The Monthly Progress reports must be prepared in the Contractor's own format. 10.1.2 The Progress Report should be concise, simple and direct. 10.2 <u>CONTENT</u> 10.2.1 In order to minimize the effort required to generate these reports, information contained in the reports must be on an exception basis, and must include only variations from Project work tasks or schedules that have occurred since the last Monthly Progress Report. 10.2.2 A full report of the items in the Monthly Progress Reports, with project impacts, risks and mitigation measures, must be provided at the next scheduled Project Review Meeting. 10.2.3 The report must focus on issues and concerns in the areas listed below. Areas to be covered in the reports are: <div style="margin-left: 20px;"> 10.2.3.1 <u>Project Management.</u> This section must cover, when relevant, summaries reflecting: a) Contracting invoicing status; b) Payment status; c) Contract Change Proposals; d) Delivery Schedule; e) Master Project Schedule (MPS); f) CDRL/DIDs; and g) Government Supply. </div> <div style="margin-left: 20px;"> 10.2.3.2 <u>System Engineering.</u> This section must cover, when relevant: a) Design progress; b) Engineering Change Proposals; c) Deviations and Waivers d) Production; e) Quality Assurance; and </div>			

10.2.3.3 f) Testing.
Integrated Logistics Support.
This section must cover, when relevant:

- a) Maintenance Planning;
- b) Logistics Engineering;
- c) Supply Support;
- d) Repair & Overhaul;
- e) Special PHST;
- f) Technical Publications;
- g) Training; and
- h) Contractor support.

10.2.4 The subject headings must remain relevant from the first instance that they have been reported on. They must be used in all future reports with the term “No change” inserted if no information is to be provided for a particular report.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Action Item Register (AIR)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-104</p>		
3. DESCRIPTION/PURPOSE <p>The AIR consists of itemized, dated and up-to-date records of all Contractor and DND issue items with the appropriate action/decisions detailed.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION/INTERRELATIONSHIP <p>CDRL PM-104</p>			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> <p style="margin-left: 20px;">The AIR must be in the Contractor's format.</p> 10.2 <u>CONTENT</u> 10.2.1 The AIR must contain the itemized, dated and up-to-date records of all approved Contractor, PWGSC and DND action items, and includes, but is not limited to, the following data: <ul style="list-style-type: none"> a. Action item ID and Title; b. Description; c. Traceability to primary document, meeting minutes, report or activity; d. Date opened; e. Action addressee(s); f. Status; g. Date required to be closed; h. Date closed; and i. Resolution. 10.2.2 The AIR must list the action items sorted in the following order: <ul style="list-style-type: none"> a. Project Management; b. Systems Engineering; c. Configuration Management; d. Integrated Logistics Support, including in-service support; e. Quality Assurance; f. Financial Issues; g. Environmental, Health and Safety Issues; and h. Other issues 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Meeting Documentation</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-105</p>		
3. DESCRIPTION/PURPOSE Minutes are used to document the discussions held at meetings between the Government and the Contractor, with particular emphasis on action items.			
4. APPROVAL DATE .	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION/INTERRELATIONSHIP CDRL PM-105			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 <u>FORMAT</u> The Meeting Agendas, Minutes and Supporting Documentation must be in the Contractor's format. </div> <div style="margin-left: 20px;"> 10.2 <u>CONTENT</u> <div style="margin-left: 20px;"> 10.2.1 The agenda must include <ul style="list-style-type: none"> a) Review of last meeting; b) Review of project risks; c) Review of actions; and d) Business items as needed. </div> <div style="margin-left: 20px;"> 10.2.2 The Meeting Minutes must include the following information: <ul style="list-style-type: none"> a) A copy of the agenda; b) A list of all attendees with their title and contact number; c) A record of discussion of all items tabled and action taken; d) Specific identification of action items arising from discussions, including the name and appointment of each person required to take action on outstanding items and a scheduled time for response; e) The proposed date, time and location of any follow-up meeting; and f) Signature blocks for both Contractor and Government responsible representatives. </div> <div style="margin-left: 20px;"> 10.2.3 Copies of all data and information tabled at the meeting must be appended to the minutes. </div> <div style="margin-left: 20px;"> 10.2.4 Minutes must be distributed as PDF once approved by both Contractor and government representatives. </div> <div style="margin-left: 20px;"> 10.2.5 The minutes are a record only and do not convey any executive authority. While they must be identified, action items must not be considered formally assigned or accepted because of approval of the minutes. Action items must be assigned and accepted through separate correspondence between the involved parties and with the approval of CA and TA. The working language must be Canadian English. </div> </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Configuration Management Plan (CMP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-106</p>		
3. DESCRIPTION <p>The CMP describes the Contractor's configuration management (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 DND a basis for review, evaluation, and monitoring of the CM program and its proposed components.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL PM-106</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <p>10.1 <u>FORMAT</u> The Contractor's CM Plan must be prepared in Contractor format.</p> <p>10.2 <u>CONTENT.</u> 10.2.1 The Contractor's CM Plan content must be in accordance with the Contractor's processes and procedures, or as specified in the contract.</p> <p>10.2.2 The following references must be useful in defining content:</p> <ul style="list-style-type: none"> a. ANSI/EIA-649-B-2011, <u>Configuration Management Standard</u>; b. D-01-002-007/SG-001, <u>Requirements for the Preparation of Configuration Management Plans</u>; c. ISO 10007, <u>Quality Management-Guidelines for Configuration Management</u>; and d. MIL-HDBK-61, <u>Configuration Management Guidance</u>. 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION		DND Form 1409
1. TITLE <p style="text-align: center;">Lexicon</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-107</p>	
3. DESCRIPTION The Lexicon defines the terminology used to describe the system in both English and in French.		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A
7. APPLICATION / INTERRELATIONSHIP CDRL PM-107		
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The Lexicon must be in the Contractor's format. 10.2 <u>CONTENT</u> 10.2.1 The Lexicon must define the terminology used to describe the system in both English and corresponding French. 10.2.2 The DND approved Lexicon must be the authority for all terminologies used for all project deliverables.		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Request for Deviation/Request for Waiver</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">PM-108</p>		
3. DESCRIPTION <p>A request for Deviation describes a proposed (prior to manufacture) departure from configuration documentation for a specific number of units or for a specified period of time. A Request for Deviation enables the TA to determine the impact on performance, operational readiness, logistics support or other affected areas.</p> <p>A Request for Waiver 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.</p> <p>A Request for Waiver enables the TA to evaluate and authorize acceptance of an item not conforming to contractual requirements.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP CDRL PM-108			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS DND 675 <u>Request for Waiver Or Deviation</u>		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The Request for Deviation and Request for Waiver must use form DND 675.			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION		DND Form 1409
1. TITLE Quality Assurance Plan (QAP)	2. IDENTIFICATION NUMBER PM-109	
3. DESCRIPTION The QAP describes the methodology used by the Contractor to implement his Quality System under the provisions of CAN/CSA-ISO 9001-08 - <u>Quality Management Systems – Requirements</u>		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP CDRL PM-109		
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>CONTENTS</u> The Plan must be prepared in accordance with CAN/CSA-ISO 10005-05 (R2010) – <u>Quality Management Systems – Guidelines for Quality Plans</u> .		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Systems Engineering Management Plan (SEMP)	2. IDENTIFICATION NUMBER SE-301		
3. DESCRIPTION The SEMP describes the Contractor's processes for scheduling, planning, organizing, directing, conducting, controlling and coordinating a fully integrated Systems Engineering (SE) effort and sets forth the Contractor's SE Program.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP 7.1 CDRL SE-301			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The SEMP must be in the Contractor's format and as further described herein. 10.2 <u>CONTENT</u> The SEMP must describe the Contractor's processes for scheduling, planning, organizing, directing, conducting, controlling, and coordinating a fully integrated SE effort, and must set forth the Contractor's Systems Engineering Program. The SEMP must address all the SE requirements of the SOW in order to control the engineering processes and methodologies to design, manufacture, test, and deliver the system. The SEMP must contain as a minimum the following information: <ul style="list-style-type: none"> a) System Engineering organisation, roles and responsibilities; b) System Engineering deliverables and schedule including milestones; c) System Engineering activities and associated processes; <ul style="list-style-type: none"> 1) System hardware and software design, integration, test and evaluation processes; 2) Technical Reviews; 3) Qualification Test; 4) First Article Test (FAT); 5) System Acceptance Test (SAT); 6) Functional Configuration Audit (FCA); 7) Physical Configuration Audit (PCA) ; and 8) Production Quality Control Inspection. 10.3 <u>AMPLIFYING DETAIL</u> The SEMP must describe how the Contractor will use and tailor all SE processes and activities to prove and demonstrate that the Contractor's processes are being used for requirements traceability. The SEMP must contain sufficient detail on the above topics to allow DND to assess the Contractor's ability to carry out and manage the engineering of the contract to a successful conclusion. The SEMP must address the above points through the following: <ul style="list-style-type: none"> 10.3.1 Organisation, Roles and Responsibilities The SEMP must describe the Contractor's SE organisation, subcontractors and their 			

relationship within the contract. The Contractor must identify the roles and responsibilities of the subcontractors involved in the SE activities and tasks. The organisation breakdown must include, but not necessarily be limited, to the management of the SE activities. The SEMP must detail the SE Section's internal operating relationships within the Contractor including its integration with the overall Project Management Organization.

10.3.2 SE Schedules/Milestones Overview

The schedule must show all SE tasks and in particular the following SE activities: SE meetings, design reviews, test readiness reviews, qualification and first article test, functional and physical configuration audits, and production acceptance. The Schedule must be prepared in such a way as to allow for easy extraction either as a one-step filter from the MPS or as a sub-project of the Master Project if the Master and Subproject option has been chosen. All requirements of the MPS/WBS must apply.

10.3.3 SE Activities and associated Processes

The SEMP must describe the engineering processes to be used and tailored, and related tasks to be performed including planning, scheduling, reviewing, monitoring, data recording, design capabilities and operating procedures for all SE activities. The SEMP must describe in detail the manner in which the Contractor plans to conduct and document the tasks related to the following:

- a. SE Meetings focus will be on the Technical Reviews of the proposed design of the system, its Performance and Technical Specifications. Technical Reviews should be tailored to the project needs and data requirements supporting reviews should also be tailored so that only necessary data are produced before, during and after the review. The scope of the review should be appropriate to the state of the design maturity;
- b. Qualification Testing;
- c. First Article Testing (FAT);
- d. Functional Configuration Audit (FCA);
- e. Physical Configuration Audit (PCA); and
- f. Production Acceptance.

10.3.4 Recommendations for Improvements

The Contractor may recommend changes, additions or deletions to the SE activities / tasks / sequence described in the SOW. Such changes should be substantiated and made in order to improve project efficiency or reduce SE Program costs.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Test and Evaluation Master Plan (TEMP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-302</p>		
3. DESCRIPTION <p>The TEMP describes in detail the Test Program and the Product Acceptance.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP <p>7.1 CDRL SE-302</p> <p>7.2 This Data Item links to the Contractor's Project Management and Systems Engineering Management Plans. (DID PM-001 and SE-001)</p> <p>7.3 This Data Item maps the Qualification Test Program, the First Article Test Program and Production Acceptance Test Program to the Contractor's Performance and Technical Specifications</p>			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <p>10.1 <u>FORMAT</u> The TEMP must be in the Contractor's format.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The TEMP must include the resources, processes and policies necessary to ensure verification and qualification is properly controlled and documented for the duration of the contract.</p> <p>10.2.2 The TEMP must address overall test philosophy, concept, methodology, process and approach. The TEMP must describe and include:</p> <ul style="list-style-type: none"> a. Qualification Test Program – Requirements verification, physical and functional testing, environmental and EMC/EMI testing; b. First Article Test (FAT) Program; c. System Acceptance Test (SAT) Program; d. Environmental Stress Screening; and e. Production Acceptance Test. <p>10.2.3 The Contractor may recommend changes, additions or deletions to the TEMP tasks described in the SOW. Such changes should be substantiated and made in order to improve project efficiency or reduce SE Program costs.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Test Procedures</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-303</p>		
3. DESCRIPTION <p>Test Procedures provide detailed instructions to conduct Inspections, Demonstrations and Tests on the equipment under test.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP <p>7.1 CDRL SE-303, CDRL SE-310</p> <p>7.2 This DID is used for all Test Procedures.</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <p>10.1 <u>FORMAT</u> These Data Items must be prepared using the Contractor's format.</p> <p>10.2 <u>CONTENT</u> The Verification Test Procedures must identify step-by-step procedures for conducting all verifications on the system under test. The Test Procedures must provide:</p> <ul style="list-style-type: none"> a. Prerequisites; b. Set-up instructions; c. Initial conditions; d. Expected results; e. Pass/fail criteria; f. Step-by-step test procedures; g. Operating instructions; h. Assumptions and Constraints; and i. Record sheets. <p>10.3 <u>AMPLIFYING DETAILS</u> Prerequisites define any activity that has taken place prior to this test procedure. This could include previous tests. Prerequisites should be identified to ensure testing can be carried out safely.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <div style="text-align: center;">Test Report</div>	2. IDENTIFICATION NUMBER <div style="text-align: center;">SE-304</div>		
3. DESCRIPTION Test Reports provide detailed reports on the result of verification efforts.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP 7.1 CDRL SE-304, CDRL SE-311 7.2 This DID is used to prepare all Test Reports.			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;">10.1 <u>FORMAT.</u> Test reports must be prepared using the Contractor's format.</div> <div style="margin-left: 20px;">10.2 <u>CONTENT.</u> For requirements being verified by inspection, test or demonstration the following information, as a minimum, must be provided (if necessary this information must be repeated for each individual test). <ul style="list-style-type: none"> a) Executive summary; b) Date/s of Test; c) Test Procedure reference; d) Initial conditions/setup conditions; e) Results of Test(s) including test logs and other supporting evidence; and f) Analysis of any failures and corrective action. For requirements being verified by analysis the following information, as a minimum, must be provided: <ul style="list-style-type: none"> a) Executive summary; b) Reference documents; c) Detailed analysis; and d) Conclusions. </div> <div style="margin-left: 20px;">10.3 <u>AMPLIFYING DETAILS</u> Detailed Analysis The detailed analysis must contain all necessary information, including diagrams, calculations, references to enable DND to concur with the results. Where necessary use can be made of appendices for clarifying and/or background material. The analysis must also identify any areas of weakness in the design and limitations of the analysis.</div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Environmental, Health and Safety Assessment (EHSA)	2. IDENTIFICATION NUMBER SE-305		
3. DESCRIPTION The due diligence EHSA 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.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE NA	
7. APPLICATION / INTERRELATIONSHIP CDRL SE-305			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		

10. APPLICATION/INTERRELATIONSHIP

10.1 FORMAT

The EHSA must be in the format as described herein.

10.2 CONTENT

10.2.1 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:

10.2.2 **PART I – Registration Information**

10.2.2.1 Title – This Title must identify the primary system being reported upon.

10.2.2.2 Base/Unit – This section must identify the applicable site specific Bases/Units or geography affected by the provided equipment, materiel and/or support services. (To be completed by DND)

10.2.2.3 Registration – This section must state registration identifier of the EHSA. (To be completed by DND)

10.2.2.4 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. (To be completed by DND)

10.2.2.5 Project Description Summary – this section must contain a brief description of the system, equipment, material and/or services being provided under following sub paragraphs:

10.2.2.5.1 General Description of the System. The section must 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 must be identified; and

10.2.2.5.2 Major Sub System. This section must 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 must be identified.

10.2.2.6 Assessment Contact – this paragraph must contain the name, title, company name, phone number, and email address of the author of the report.

10.2.3 **PART II – Environmental, Health and Safety Impact Assessment**

10.2.3.1 Design – This section must 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.

10.2.3.2 Major Sub System / EHS aspects Assessment – This section must provide, in tabular format, the following information (Attachment 1 to this DID illustrates an example of the tabular format):

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

10.2.3.2.1	A listing of the Environmental, Health and Safety aspects (a sample list of possible aspects can be found at Attachment 6 to this DID) 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);
10.2.3.2.2	Clear identification of whether each major subsystem and component and its consumables are a source of any of the EHS hazards / risks
10.2.3.2.3	The mitigation measures or preventive measures necessary to reduce or eliminate the identified impacts or risks;
10.2.3.3	Table of Hazardous Products. This section must contain a list of all products, which are subject to the Hazardous Products Act and require a MSDS, and were identified in paragraph 10.2.3.2.2 of this DID. The list must include the product description/name, the product manufacturer and part number, 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); 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]), and the full Transportation of Dangerous Goods Class (e.g. 2.3 [Class 2 Compressed Gases, Division 3: Poisonous Gases]), and the cross-reference to Attachment 5 MSDS identifier. MSDS of these products must be appended to the EHSA within Attachment 5 to this DID and clearly marked with their cross-linked identifier at the top right of the page. An example of this listing is provided at Attachment 2 to this DID.
10.2.3.4	Mercury. This section must contain a list of information pertaining to all occurrences of mercury associated with the major sub-systems and components, or project activity. The listing must contain the following information in tabular format (Attachment 3 to this DID illustrates an example of the tabular format):
10.2.3.4.1	Equipment NSN (for equipment containing mercury);
10.2.3.4.2	Equipment Description;
10.2.3.4.3	NSN and Defence Resource Management Information System (DRMIS) unique identifier of the item containing mercury (if it exists);
10.2.3.4.4	Manufacturer of mercury-containing item;
10.2.3.4.5	Date of manufacture of the mercury-containing item;
10.2.3.4.6	Manufacturer part number of mercury-containing item;
10.2.3.4.7	National Supply Code for Manufacturers of items containing mercury: (NSCM)/Commercial and Government Entity (CAGE) Code;
10.2.3.4.8	Description of mercury-containing item;
10.2.3.4.9	The form of mercury (e.g.. liquid, vapour, amalgam, metal halide);
10.2.3.4.10	Quantity of mercury (kg mass);
10.2.3.4.11	Volume of mercury (L) and its concentration in ppm (either 10.2.3.4.10 or 10.2.3.4.11 is required, however, both can be provided);
10.2.3.4.12	The location of the mercury-containing item(s);

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

10.2.3.4.13	Quantity of mercury containing item per reported equipment; and
10.2.3.4.14	Total Quantity of mercury within the reported equipment (for kg mass and volume/concentration).
10.2.3.5	Consultation
10.2.3.5.1	Internal. This section must list all applicable internal consultations performed in order to produce the EHSA; and
10.2.3.5.2	External. This section must list all applicable external consultation performed in order to produce the EHSA.
10.2.3.6	Documentation
10.2.3.6.1	Regulations and Policies. This section must list all applicable Canadian regulations and policies; and
10.2.3.6.2	Other references. This section must list the references and material used to produce the EHSA.
10.2.3.7	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”.
10.2.3.8	Existing Environment – This section must identify the boundaries of the environment considered and provide an appropriate description of the environment(s) affected.
10.2.3.9	Environmental Effects – This section must contain a completed matrix for each of the applicable components and activities (and their associated sub-activities) involving the system throughout the life cycle phases (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. To identify potential environmental, health and safety effects, each matrix must be completed as follows:
10.2.3.9.1	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.
10.2.3.9.2	Examine each place where a component intersects with an environmental component for each life cycle and determine whether there is a potential significant effect. Attachment 4 to this DID 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.
10.2.3.10	Summary of Hazards and Impacts – This section must 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 aspect must be addressed for their environmental impact or risks as identified in Attachments 1 and 4 to this DID. All regulated substances/activities must be assessed for compliance and problem areas identified with mitigations measures. Each sub-system or activity must be addressed under the following headings (sub-titles may be used for each Life Cycle Phase, Sub-System/Activity):
10.2.3.10.1	Description of Subsystem/Component/Activity: A description of the sub-system,

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

	equipment, component, material, service or activity, its interaction with the environment and justification for the use of all regulated products and those containing substances identified within the Accelerated Reduction/Elimination of Toxics (ARET, <i>list provided</i>), National Pollutant Release Inventory (NPRI, 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.php), and also for products containing substances that are identified within Schedule 1 of the Canadian Environmental Protection Act (CEPA)(http://www.ec.gc.ca/lcpe-cepa/default.asp?lang=En&n=0DA2924D-1&wsdoc=4ABEFFC8-5BEC-B57A-F4BF-11069545E434);
10.2.3.10.2	EHS Aspect: Identify the EHS Aspects (Attachment 6 to this DID) associated with the Subsystem/Component/Activity throughout all life cycle phases (Attachment 1 to this DID).
10.2.3.10.3	VECs Affected: Identify the VECs associated with the Subsystem/Component/Activity throughout all life cycle phases (Attachment 1 to this DID)
10.2.3.10.4	Component/Activity Impact: Prediction of the environmental effects from each interaction and its impact, as well as any impacts that will require mitigation measures;
10.2.3.10.5	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.
10.2.3.10.6	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.
10.2.3.10.7	Compliance Monitoring: Identify what compliance monitoring is required and the responsible person/office to conduct the monitoring.
10.2.3.10.8	Follow-Up Plans: Predict any cumulative/residual effects and the need to follow-up. Identify the follow-up plans with the reasons for them.
10.2.4	PART III – CONCLUSION
10.2.4.1	Conclusion – This section must 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.
10.3	<u>EHSA Annexes</u> Annex A – Major Subsystem/EHS aspects Assessment Table (Table 1 below) Annex B – Table of Hazardous Products (Table 2 below) Annex C – Items Containing Mercury (Table 3 below) Annex D – Environmental Effects Matrix (Table 4 below) Annex E – Material Safety Data Sheets (Annex E to EHSA must contain the Material Safety Data Sheets (MSDS) for all hazardous products identified in section 10.2.3.2.2 and 10.2.3.3.) (Table 5 below) Listing of Possible EHS Aspects (Table 6 below).
11. ORIGINATOR Project Designation/LCMM	12. APPLICABLE FORMS

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

Attachment 1: Annex A to EHSA

Life Cycle Phase

- 1- Engineering and Manufacture
- 2- Test and Evaluation
- 3- Production and Deployment
- 4- Maintenance and Operations
- 5- Demilitarization and Disposal

Ser	EHS Aspect / Major Sub-System	EHS Hazard/Risk	Mitigation (describe the measures required to reduce or eliminate the identified risk)	Life Cycle Phase				
				1	2	3	4	5
1	Ex: POL – Lubricant / used in different parts of the system (give the list of major parts)	Ex: Spill that could contaminate the soil and groundwater	Waste oils are contained and pre-treated prior to disposal by hazardous waste disposal contractors In case a spill takes place, emergency measures have to be taken such as cleaning of the spill				X	
2								
3								
4								
-								
-								
-								
-								
-								
-								
-								
-								

1. Major Sub-system – Enter the appropriate sub-system that the identified hazard is associated with (e.g., for a vehicle fleet, sub-system identification by vehicle configuration (Equipment Configuration Code – Cargo, MRT, Recovery, etc) and its Equipment Support List – Chassis, Engine, Brake, Electrical, Engine, Transmission, etc) may be used).

Attachment 2: Annex B to EHSA

[illegible]

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

Attachment 3: Annex C to EHSA

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 (e.g. 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);				

Attachment 4: Annex D to EHSA

Valued Ecosystem Components (Add to/ delete from matrix below as necessary)																				
PROJECT SUBSYSTEM/ACTIVITY ENTER EACH SUBSYSTEM E.G. DEVICE/COMPONENT, ACTIVITY, CONDITION (NORMAL/ABNORMAL), ETC, AS APPLICABLE	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
Body Paint	X	X	X	X					X	X	X	X	X					X		
Engine (noise, vibration, etc.)	X				X	X	X		X	X	X	X	X				X	X		
Brake Shoes	X								X	X	X	X	X				X	X		
Road Wheels		X	X	X		X			X	X	X	X	X				X	X		

Attachment 5: Annex E to EHSA

[illegible]

Attachment 6: Listing of Possible EHS Aspects

An Environmental Health and Safety (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 Environmental Health and Safety Assessment. 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.

1. Accelerated Reduction and Elimination of Toxics (ARET) substances
 2. Adhesives and Sealants
 3. Air Conditioning / Refrigerants
 4. Asbestos
 5. Batteries
 6. Bulk and Weight of Components
 7. CEPA Schedule 1 Substances
 8. Challenge to Industry Substances
 9. Cleaning and cleaners
 10. Coatings/Painting
 11. Compressed Gases/Fluids
 12. Contamination / Decontamination
 13. Demilitarization and Disposal
 14. Disposal
 15. Electrical and Power Sources
 16. Emission Hazards – Enclosed Spaces
 17. Equipment Condition
 18. Exhaust Emissions
 19. Fire Extinguishing Systems
 20. Firing Damage and Damage from operations
 21. Floorboards and Hull Plates
 22. Fuel Consumption
 23. Fuels, Fluids and Lubricants
 24. Hazardous consumables
 25. Heavy Metals
 26. High Temperature Hazards
 27. Ionizing Radiation – Normal and Abnormal
 28. Iron / Aluminum Metal Work (Thermite)
 29. Lasers
 30. Materials of environmental concern
 31. Mercury Sources
 32. Metal Work
 33. Modifications
 34. National Pollutant Release Inventory (NPRI) substances
 35. Noise, Vibrations and Ground Pressure
 36. Non-Ionizing Radiation – Lasers, UV, Radio, Radar
 37. Operator Safety
 38. Ozone Depleting Substances
 39. Precious Metals
 40. Polychlorinated Biphenyls
 41. Radars
 42. Recycling and Reusing
 43. Regulated Activity/Material/Substance
 44. Rubbers, Plastics, Polymers and Composites
 45. Shielding
 46. Spills and Spill Reporting
 47. Storage - Fuels, Fluids and Lubricants
 48. Tires
 49. Wastes – Solids, Liquids and Gases
- Wastes – Hazardous Solids, Liquids and Gases

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Software Version Description Document (SVDD)	2. IDENTIFICATION NUMBER SE-306		
3. DESCRIPTION The SVDD is the primary configuration control document used to track and control versions of software to be released to the operational environment. It is a summary of the features and contents for the software build. It identifies and describes the version of the software being delivered to the State, including all changes to the software since the last SVDD was issued.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION / INTERRELATIONSHIP CDRL SE-306			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10 REPARATION INSTRUCTIONS			
10.1 <u>FORMAT</u> The SVDD must be in the Contractor's format.			
10.2 <u>CONTENT</u>			
1. Scope			
1.1 Identification Provide full identification number(s), title(s), and abbreviation(s); and, if applicable, provide the version number(s) and release number(s).			
1.2 Applicability Identify the intended recipients of the software release and the operating system to be used.			
1.3 System Overview Provide a brief statement of the purpose of the system and the environments to which this document applies. Describe the general nature of the system and software; summarize the history of system development, operation, and maintenance; identify current and planned operating sites; and list other relevant documents.			
1.4 Documentation Overview Summarize the purpose and contents of this document and describe any security or privacy considerations associated with its use.			
1.5 Points of Contact Provide a list of Contractor points of contact involved in this effort.			
2. REFERENCE DOCUMENTS List the number, title, revision, and date of all documents referenced in or used in the preparation of this SVDD. If this SVDD is an update to an existing system, list the SVDD that this version is replacing as a reference document.			
3. SOFTWARE VERSION DESCRIPTION Summarize briefly in the ensuing sub-paragraphs (to include materials contained in the release,			

software components of the subsystem Computer Software Configuration Item (CSCI), documents used to establish the configuration of the CSCI, and any known problems).

3.1 Inventory of Materials Released

List by CM numbers, titles, abbreviations, dates, 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. 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.

3.2 Inventory of Software Contents

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 should be included.

3.3 Changes Installed

List all changes incorporated into the software version since the previous version. Identify, as applicable, the ECPs, SCNs, NORs, and any other forms associated with each change and the effects, if any, of each change on system operation and on interfaces with other hardware and software. (This section does not apply to the initial software version.)

2.4 Interface Compatibility

List and describe any other systems, CIs or CSCIs affected by the change(s) incorporated in the current version, if applicable.

3.5 Adaptation Data

Identify and reference all unique-to-site data contained in the software version. For software versions after the first, describe changes made to the adaptation data.

3.6 Bibliography of Reference Documents

List by identifying numbers, titles, abbreviations, dates, version numbers, and release numbers (as applicable), all documents that establish the current version of the software.

3.7 Installation Instructions

Provide or reference the following information, as applicable:

- a. Instructions for installing the software version, including instructions for deletion of old versions;
- b. 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;
- c. Security, privacy, or safety precautions relevant to the installation;
- d. Procedures for determining if the version has been installed properly; and
- e. A point of contact to be consulted if there are problems or questions with the installation.

3.8 Possible Problems and Known Errors

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 will 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).

3.9 Glossary

Include an alphabetical listing of all acronyms, abbreviations, and their meanings as used in this

document. Also provide a list of any terms and definitions needed to understand this document.

4. APPENDICES

Appendices may be used to provide information published separately for convenience in document maintenance (for example, charts, classified data, etc.). As applicable, each appendix will be referenced in the main body of the document where the data would normally have been provided. Appendices will be lettered alphabetically (A, B, etc.), and the pages will be numbered A – 1, A – 2, etc.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Technical Data Package (TDP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-307</p>		
3. DESCRIPTION/PURPOSE <p>The TDP captures the engineering and technical data required to produce, maintain, modify, test, qualify, calibrate and identify material for all end items.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION/INTERRELATIONSHIP <p>CDRL SE-307</p>			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 FORMAT <p>The TDP documents must be in the Contractor's format unless otherwise required by a separate DID. The completed TDP must be delivered on a set of CDs or DVDs.</p> </div> <div style="margin-left: 20px;"> 10.2 CONTENT <div style="margin-left: 20px;"> 10.2.1 The TDP must be Level 3 (Production). 10.2.2 The TDP must encompass the requirements of MIL-STD-31000A, <u>Standard Practice - Technical Data Packages, and include:</u> <div style="margin-left: 20px;"> 10.2.2.1 Engineering Drawings and Associated Lists: Engineering Drawings and Associated Lists must be in accordance with DID IL-514 and include: <ul style="list-style-type: none"> i. 3-D CAD models for each part; ii. Family Tree; iii. A complete set of production drawings; iv. A complete set of assembly drawings; v. All production assembly procedures; and vi. A complete set of drawings of all special tools and test equipment used for manufacturing. </div> 10.2.2.2 Equipment Specifications: The Contractor must provide a detailed description of the system requirements in accordance with DID SE-313 and trace the requirements by way of a Requirements-Specification Matrix through to the individual SysRS requirements. </div> <div style="margin-left: 20px;"> 10.2.2.3 Supplemental Provisioning Technical Documentation: The Contractor must provide Supplemental Provisioning Technical Documentation in accordance with DID IL-511. </div> <div style="margin-left: 20px;"> 10.2.2.4 Test Procedures: The Contractor must provide the Hardware, Software, Environmental, Electromagnetic Effects, Reliability and Maintainability test procedures in accordance with DID SE-303. </div> <div style="margin-left: 20px;"> 10.2.2.5 Quality Control and Inspection Procedures: </div> </div>			

The Contractor must provide its Quality Control Inspection Procedures in the Contractor's format. The procedures must detail any special manufacturing tests, inspections, measurements or certifications required to ensure the item is manufactured in accordance with the intended requirements.

10.2.2.6 Optical Alignment Procedures:

The Contractor must provide its Optical Alignment Procedures. The Optical Alignment procedures must be in the Contractor's format and include:

- i. A complete description of the optical test bench set-up, including drawings, descriptions of all optical elements and a ray trace description of the optical path;
- ii. All drawings required to fabricate special jigs and fixtures; and
- iii. A detailed step-by-step description of the optical alignment procedure.

10.2.2.7 Operator and Maintenance Manuals, User Guides and Kit Lists

The Contractor must provide:

- i. Operator Manual in accordance with DID IL-515;
- ii. First Line Maintenance Manual in accordance with DID IL-516;
- iii. User Guide in accordance with DID IL-517; and
- iv. ADIS Kit List in accordance with DID IL-518.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Engineering Change Proposal (ECP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-308</p>		
3. DESCRIPTION <p>The ECP describes and substantiates any engineering change required for a proposed alteration in the configuration of a CI and/or its related documentation. The ECP enables the Contractor and the TA to evaluate the proposed change fully prior to authorization.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL SE-308</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
1. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 <u>FORMAT</u> <p>The ECP must be in the Contractor's format.</p> </div> <div style="margin-left: 20px;"> 10.2 <u>CONTENT</u> <p>The following information must be included and detailed for each ECP document:</p> <ul style="list-style-type: none"> a) General information (i.e. originator, date, class, number, type, priority, revision, title, etc.); b) Configuration Item Information (CI(s) to which ECP applies); c) Current CI production state (if applicable); d) Impact on baselines, specifications, interfaces, schedules, performance, availability, logistics, environmental, health and safety, etc.; e) Description of change; f) Substantiation (need) of change; g) Costs/Savings details; h) Trade-offs and/or alternative solutions; i) Implementation Plan, including implementation schedule and associated details; j) Date of Approval required; and k) Authorities (Submitting, Reviewing, Recommending and Approving). </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Specification Change Notice (SCN)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-309</p>		
3. DESCRIPTION <p>The SCN is used to transmit and record changes to specification(s).</p> <p>The SCN is used to delineate the exact change(s) in a specification that will be distributed to users when the SCN is approved.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP CDRL SE-309			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The SCN must be in the Contractor's format 10.2 <u>CONTENT</u> The SCN must include the following information: <ul style="list-style-type: none"> a) SCN NUMBER: Enter the SCN number (e.g. SCN-001); b) SPECIFICATION/DOCUMENT NUMBER: Enter the identification number (with revision) of the specification/document being revised; c) DATE: The calendar date of this submission. d) CONTRACT NUMBER: Enter the contract number that governs procurement of the end item; e) *ECP NUMBER: Enter the Engineering Change Proposal number (if applicable); f) PAGE ____ OF ____: Enter the page number and the total number of pages comprising the SCN (e.g., "2 of 20", "3 of 10", etc.); g) REASON FOR CHANGE: Describe briefly what was changed in the document and why; h) *CCB DATE: Enter the date of the Configuration Control Board (CCB); i) AFFECTED PAGE NUMBER(S): List the specification/document page number(s) affected by this change. Leave blank for specification/document revision; and j) SIGNATURE BLOCK: Contains the signatures of the Author, Data Manager, Quality Assurance Manager, and Project Manager and the dates signed. <p>* Enter "N/A" (not applicable) if specification/document is not CCB controlled.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Verification Traceability Report</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-312</p>		
3. DESCRIPTION <p>The Verification Traceability Report documents the path from high-level requirements through to individual test results to show that the high-level requirements are met throughout the design, test and verification process.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL SE-312</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 <u>FORMAT</u> 10.1.1 The Verification Traceability Report must be in the form of a table, in the Contractor's format. </div> <div style="margin-left: 20px;"> 10.2 <u>CONTENT</u> 10.2.1 The Verification Traceability Report must show, by the paragraph number in each document, the traceability from each ADIS SysRS requirement through specifications, hardware and software description documents, test plans, test procedures to a specific test report where the SysRS requirement is verified. </div> <div style="margin-left: 20px;"> 10.2.2 The traceability links from one document to another can be one-to-one, one-to-many or many-to-one linkages. </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Equipment Specification</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">SE-313</p>		
3. DESCRIPTION The Verification Traceability Report documents the path from high-level requirements through to individual test results to show that the high-level requirements are met throughout the design, test and verification process.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP CDRL SE-313			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.3 <u>FORMAT</u> 10.3.1 The Equipment Specification must be in accordance with D-01-300-000/SF-000.			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Interface Control Document (ICD)		2. IDENTIFICATION NUMBER SE-314	
3. DESCRIPTION The ICD describes the Contractor's software (S/W) and hardware (H/W) interfaces linking the system components in an overall system. These interfaces can be S/W to S/W, S/W to H/W, H/W to S/W or H/W to H/W.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION / INTERRELATIONSHIP CDRL SE-314			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
10.1 <u>FORMAT</u>			
1 The ICD must be in the Contractor's format.			
10.2 <u>CONTENT</u>			
<p>The document outline below needs to be tailored by the Contractor to provide relevant information on the S/W and H/W interfaces. The functional allocation will dictate the tailoring of the document:</p> <ul style="list-style-type: none"> 1. Scope <ul style="list-style-type: none"> 1.1 Identification 1.2 System overview <ul style="list-style-type: none"> 1.2.1 System identification 1.3 Document overview 1.4 Order of precedence 1.5 Change authority 2 Applicable documents <ul style="list-style-type: none"> 2.1 Government documents (Military, standards, Interface documents and other publications) 2.2 Non-government documents (Industrial, commercial and other publications) 3 Interface specification definition <ul style="list-style-type: none"> 3.1 Interface overview 3.2 Interface description <i>(to be repeated for each interface)</i> <ul style="list-style-type: none"> 3.2.1 Functional allocation 3.2.2 Interface boundary and responsibility 3.2.3 Data type 3.2.4 Transactions and protocols 3.3 Interface definition <i>(to be repeated for each interface)</i> <ul style="list-style-type: none"> 3.3.1 Data description <ul style="list-style-type: none"> 3.3.1.1 Data processing and assembly characteristics 3.3.1.2 Messaging or data exchange characteristics 3.3.1.3 Interface initiation 3.3.2 Error handling 3.3.3 Device and cable 3.3.4 Other interface requirements 3.4 Security and integrity 4 Notes			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

5	Appendices
5.1	Abbreviations and acronyms

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION		DND Form 1409
1. TITLE <p style="text-align: center;">Integrated Logistics Support Plan (ILSP)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-501</p>	
3. DESCRIPTION <p>The ILSP describes the Contractor's strategy, plans, methodologies and processes for meeting the requirements of the contract, showing how the processes fit together to form a totally integrated management system to provide an integrated logistic support program including both, acquisition and In Service Support (ISS).</p> <p>The ILS Plan will be used to provide the DND Equipment Management Team (EMT) insight into the Contractor's planning, approach to managing the scope of the work, and interfaces with the Contractor's organization.</p>		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP <p>CDRL IL-501</p>		
8. ORIGINATOR <p style="text-align: center;">DCSEM 5-5</p>	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS <p>10.1 <u>FORMAT</u> The ILS Plan must be in the Contractor's format.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The ILS Plan must include all aspects of the ILS Program including overviews of maintenance, training and In Service Support.</p> <p>10.2.2 The ILS Plan must be a stand-alone document that provides sufficient information to allow the reader to understand how each activity is to be completed and managed without reference to other documents, unless otherwise indicated.</p> <p>10.2.3 The ILS Plan must identify all assumptions and constraints and reference any policies that will affect the completion of work as defined in the acquisition and ISS SOWs.</p> <p>10.2.4 The ILS Plan must document in detail the Contractor's program to complete the following ILS elements in accordance with the acquisition and ISS SOWs:</p> <ul style="list-style-type: none"> a. Logistics and In-Service Support Management; b. Logistic Support technical elements identified in the acquisition and ISS SOWs; c. Provisioning Support; d. Technical Publications; e. Supply Support; f. Training and training support; and g. Engineering support. <p>10.2.5 The ILS Plan must describe how the Contractor will meet and manage the security requirements of the contract in relation to the support and systems and equipment to be supported.</p> <p>10.2.6 The ILS Plan must describe the Contractor's arrangements for the receipt, custody, storage, care, maintenance and issue, of any GOM provided to the Contractor under the contract.</p>		

- 10.2.7 The ILS Plan must describe the organizational structure responsible for managing and providing support under the contract, including:
- a. The Contractor's organizational structure for completing the contract; and
 - b. Identification of key personnel with specific responsibilities, contact information.
- 10.2.8 The ILS Plan must describe the processes to be applied by the Contractor to satisfy the Quality Management System requirements of the contract including, if applicable ISO 9001 registration scope.

DATA ITEM DESCRIPTION			DND Form 140
1. TITLE Maintenance Plan	2. IDENTIFICATION NUMBER IL-502		
3. DESCRIPTION The Maintenance Plan describes how the equipment will be supported and maintained by DND. Using maintenance analysis data, the Maintenance Plan provides the rationale for acquiring logistics support resources and forms the basis for provisioning and technical manual development.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-502			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The Maintenance Plan may be in the Contractor's format. 10.2 <u>CONTENT</u> 10.2.1 The Maintenance Plan shall include: <ul style="list-style-type: none"> • Maintenance Plan Number • Maintenance Plan Date <ol style="list-style-type: none"> 1. Equipment Identification Identify the system/equipment for which the maintenance plan is applicable: <ul style="list-style-type: none"> - Item Name - Version or Model Number - Military Type No. (AN/) - Reference (Manufacturer's Part) No. - NSCM/CAGE Code 2. Maintenance Rational <ul style="list-style-type: none"> - Maintenance Plan Rational 3. Description <ul style="list-style-type: none"> - Line Drawing or Photograph - Brief narrative description of the system/equipment. 4. Reliability and Maintainability Characteristics Provide for each Maintenance Significant Item: <ul style="list-style-type: none"> - Maintenance Replacement Rate - MTTR - Repair Cycle Time 5. Maintenance Tasks List the maintenance tasks performed by DND, grouped by level of maintenance (operator, first) and by category – preventive and corrective. Present the data in the following format: 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

LCN/ALN	TASK IDENTIFICATION	TASK FREQUENCY	MEAN ELAPSED TIME	RESOURCE REQUIREMENTS	MAINTENANCE LEVEL

6. Logistic Resource Requirements

For each required resource (e.g. Personnel MOC, support equipment, spare parts, common tools such as digital voltmeter, torque wrench, etc.), indicate its usage by completing the following table.

RESOURCE REQUIREMENTS	RECOMMENDED QUANTITY	REQUIRED FOR LCN/ALN	ITEM NAME	MAINTENANCE LEVEL

7. Personnel Requirements

Summarize the personnel requirements by completing the following summary for each military occupation:

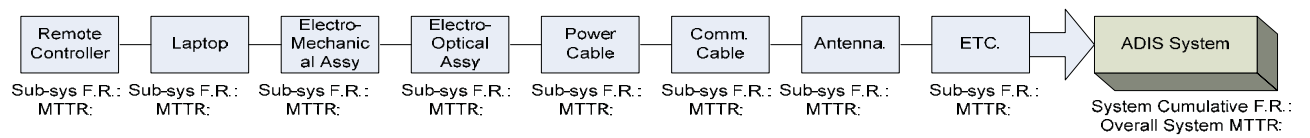
OCCUPATION TYPE (Operator, 1 st Line)	EQUIPMENT	MAINTENANCE LEVEL	MANHOURS PER YEAR

a.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Reliability and Maintainability (RAM) Data	2. IDENTIFICATION NUMBER IL-503		
3. DESCRIPTION The RAM Data provides the baseline data used to define the ADIS reliability characteristics.			
4. APPROVAL DATE TBD	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-503			
8. ORIGINATOR DCSEM-5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
<p>10.1 <u>FORMAT</u> The computer generated reliability prediction and the reliability block diagram must be prepared in the Contractor's format. Table 1, MTBF Data must be prepared and delivered in MS Excel format and as further described herein.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The Contractor must provide:</p> <ul style="list-style-type: none"> a. A computer generated Reliability prediction using MIL-HDBK-217 (Part Stress Method), Ground Mobile environment or actual field data (if available) and NRPD 11 for non-electronic parts. b. A computer generated Maintainability prediction using MIL-HDBK-472. c. Actual device field data may be used. If so, the applicable item and data source must be clearly identified. d. A Reliability/Maintainability Block Diagram (RBD) of the ADIS (see Figure 1 for a sample RBD) down to the LRU 1st Line maintenance level. e. Means of fault detection. <p>10.2.2 The computer generated reliability prediction results must:</p> <ul style="list-style-type: none"> a. Show predicted results for the ADIS and all failure rates of the contributing LRUs/assemblies including LRU components. b. Prediction results for each LRU will be distinct and easily identifiable from other LRU /assembly results c. LRU/ assembly components must be identified including the quantity used, base and total failure rates d. Individual LRU failure rates must be summarized and used in preparation of the RBD as described in section 10.2.3 below e. The results must identify items where actual field reliability/maintainability data was used in place of predicted results. <p>10.2.3 The individual LRU failure rates and MTTR must be recorded for each block in the RBD that contribute to the overall ADIS predicted failure rate.</p> <p>10.2.4 The RBD shown in Figure 1 assumes a serial relationship between block components for sample purposes only. The Contractor must generate an RBD representative of its proposed ADIS (including any block redundancies).</p> <p>Notes: Indicate the quality of the data – predicted, measured or actual.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)



F.R. = Failure Rate (per million hours)

MTTR = Mean Time To Repair

Cumulative F.R. = Cumulative failure of all subsystems which comprise the applicable subsystem (Assuming No redundant assemblies)

Figure 1: Sample ADIS System Reliability/Maintainability Block Diagram (RBD)

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Serial Number Register (SNR)	2. IDENTIFICATION NUMBER IL-504		
3. DESCRIPTION The ADIS SNR contains information relating to the serialization of CRBN system equipment and shipment dates.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-504			
8. ORIGINATOR DCSEM-5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
<div style="margin-left: 20px;">10.1 <u>FORMAT</u> The serial number register must be in MS Excel format and as further described in section 10.2 below.</div> <div style="margin-left: 20px;">10.2 <u>CONTENT</u> <div style="margin-left: 20px;">10.2.1 All ADIS serial number registers must be maintained.</div> <div style="margin-left: 20px;">10.2.2 An updated copy of the complete serial number register must be submitted with each shipment.</div> <div style="margin-left: 20px;">10.2.3 The serial number register data must be listed in order of shipment dates with the most current shipment date data listed first, then the previous shipment etc...</div> <div style="margin-left: 20px;">10.2.4 The following column cells must be contained in the register (where applicable) as a minimum: <div style="margin-left: 20px;">a. Item No;</div> <div style="margin-left: 20px;">b. Contract Number;</div> <div style="margin-left: 20px;">c. Order Number (if applicable);</div> <div style="margin-left: 20px;">d. Item Description;</div> <div style="margin-left: 20px;">e. Item Serial No.;</div> <div style="margin-left: 20px;">f. Quantity in Shipment;</div> <div style="margin-left: 20px;">g. Shipment Date ;</div> <div style="margin-left: 20px;">h. Destination (as shown on shipping documents);</div> <div style="margin-left: 20px;">i. Contract Line Item Number (CLIN);</div> <div style="margin-left: 20px;">j. Invoice No.;</div> <div style="margin-left: 20px;">k. Item Warranty Expiry Date; and</div> <div style="margin-left: 20px;">l. Shelf Life</div> </div> <div style="margin-left: 20px;">10.2.5 The Contractor may include any other equipment movement information as deemed warranted.</div> </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE <p style="text-align: center;">Request for Nomenclature</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-505</p>		
3. DESCRIPTION <p>The Request for Nomenclature provides the information required to obtain military type designation for the equipment.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL IL-505</p>			
8. ORIGINATOR <p style="text-align: center;">DCSEM 5-5</p>	9. APPLICABLE FORMS <p style="text-align: center;">DND Form 2091, Nomenclature Assignment Request (NAR)</p>		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> <p>The RFN must be prepared in accordance with D-01-000-200/SF-001, <u>Military Nomenclature - Assignment and Procedures</u>, using Form DND 2091 as identified in Annex A of A-LM-505-354/JS-001.</p> 10.2 <u>CONTENT</u> <p>The request for nomenclature must provide all technical characteristics required for a complete understanding of the operating parameters of the item being submitted for nomenclature.</p> <p>NOTE: The Contractor must request an NSN from the TA ninety (90) days prior to scheduled shipment date.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Identification Plate Drawings	2. IDENTIFICATION NUMBER IL-506		
3. DESCRIPTION The Equipment Identification Plate Drawings provides the information required to obtain design approval prior to the production of Equipment Identification plates.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-506			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
<p>10.1 <u>FORMAT</u> The proposed Equipment Identification Plate drawings must be in the Contractor's format and submitted as hardcopy, Engineering A size, and in electronic format, such as a MS Word, MS Visio or a PDF file.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The Equipment Identification Plate drawings must be prepared in accordance with D-02-002-001/SG-001, <i>Identification Marking of Canadian Military Property</i>.</p> <p>10.2.2 The Equipment Identification Plate Data must, as a minimum, contain the following information:</p> <ul style="list-style-type: none"> a. The Item Name in both English and French* including Manufacturer's or Type Number, as applicable; b. NSN; c. Serial Number (if applicable); d. NSCM/CAGE Code; e. Manufacturer's Part Number; f. Contract Number; g. Special Characteristics, if applicable e.g. 208V 3 Phase; and h. DND CANADA MDN. <p>10.2.3 Drawings of identification plates must include the following data:</p> <ul style="list-style-type: none"> a. Proposed marking; b. Marking arrangements; c. Type and size of characters; d. Colour scheme; e. Material and finish of plate; f. Size and thickness of plate; g. Method of affixing; and h. Protective coating (if used). <p>* Note: The Item Name must be both the English and French names assigned to the item by the Equipment Breakdown Structure (EBS).</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION		DND Form 1409
1. TITLE Unique Identification and Standardized Marking of Materiel List (Equipment Identification Plate Data)	2. IDENTIFICATION NUMBER IL-507	
3. DESCRIPTION/PURPOSE <p>To prepare a Unique Identification and Standardized Marking of Materiel List, this will be used to produce Unique Item Identifiers (UII).</p> <p>The UII is a globally unique and concatenated data string that provides the materiel with a key identifier for life.</p>		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND Project Manager	6. GIDEP APPLICABLE N/A
7. APPLICATION/INTERRELATIONSHIP 7.1 CDRL IL-507 7.2 NATO STANAG 2290		
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 FORMAT <p style="padding-left: 40px;">The data must be in the Contractor's format.</p> 10.2 CONTENT <p style="padding-left: 40px;">The Contractor must provide the following data elements for each item labelled with the UII mark:</p> <ul style="list-style-type: none"> EID; UII; original part number; original batch and lot number; serial number; current part number; current batch and lot number; item description; NATO Stock Number (NSN); Contract Number; contract line number; ship-to location; ship date; unit of purchase; weight; volume; height; depth; and width. 		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE <p style="text-align: center;">Marking Data For Storage and Shipment</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-508</p>		
3. DESCRIPTION <p>The Marking Data For Storage and Shipment provides detailed information required to provide visibility of all system and spare parts shipping labels.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL IL-508</p>			
8. ORIGINATOR <p>DCSEM-5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <p>10.1 <u>FORMAT</u> The Marking data must be in the Contractor's format and as further described herein.</p> <p>10.2 <u>CONTENT</u></p> <p>10.3.1 Marking for Storage and Shipment must be in accordance with D-LM-008-002/SF-001 <i>Specification for Marking for Storage and Shipment</i> and as further described herein.</p> <p>10.3.2 The following information must appear on all shipping containers and palletized unit loads:</p> <ul style="list-style-type: none"> a. Manufacture's Name; b. Part Number; c. NSN; d. Nomenclature; e. Quantity/Unit of Issue; f. Protection and Date Marking; g. Contract Serial Number; h. Special Markings; and i. Shelf Life. 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Packaging Data	2. IDENTIFICATION NUMBER IL-509		
3. DESCRIPTION The Packaging Data identifies packaging requirements for all items delivered as part of the Contract that are to be shipped to or stored at DND facilities.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-509			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS			
<p>10.1 <u>FORMAT</u> The Packaging Data must be in the Contractor's format.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The Packaging Data must identify packaging requirements in accordance with D-LM-008-002/SF-001, <i>Specification for Marking for Storage and Shipment</i>, for all items delivered as part of the Contract that are to be shipped to or stored at DND facilities. The Packaging Data must include the following:</p> <ul style="list-style-type: none"> a. Item Identification: <ul style="list-style-type: none"> i. Item Name*; ii. Reference (Manufacturer's Part) Number; iii. NSCM/CAGE Code; and iv. NSN (if assigned); and b. Packaging Data: <ul style="list-style-type: none"> i. Unit Pack Size (length, width, depth) ii. Unit Pack Weight; iii. Packing Code (Level of Protection, A, B or C, in accordance with Section 3.1 of D-LM-008-011/SF-001); iv. Hazardous Code (Regulated/Non-regulated); and v. Special Packaging Instructions. <p>10.2.2 To reduce the need for redundant data, similar items may be grouped with the same packaging data applying to the group.</p> <p>10.2.3 All units of measures must be metric, i.e. length in meters, weight in kilograms, etc.</p> <p>* Note: The Item Name must be both of the English and French names assigned to the item by the Equipment Breakdown Structure (EBS).</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1.	TITLE Provisioning Parts Breakdown (PPB) / Recommended Spare Parts List (RSPL)	2.	IDENTIFICATION NUMBER IL-510
3.	DESCRIPTION Provisioning Documentation combines the Provisioning Parts Breakdown (PPB) and Recommended Spare Parts List (RSPL) as the majority of the data required is common to the PPB and RSPL.		
4.	APPROVAL DATE TBD	5.	OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)
6.	GIDEP APPLICABLE		
7.	APPLICATION / INTERRELATIONSHIP CDRL IL-510		
8.	ORIGINATOR DCSEM-5-5	9.	APPLICABLE FORMS
10.	PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The PPB/RSPL must be prepared and delivered as an MS Excel document as shown on the attached table. 10.2 <u>CONTENT</u> 10.2.1 The PPB must provide a top down breakdown of the system equipment in the configuration in which it is being procured. 10.2.2 The PPB must be accompanied by copies of all top level drawings and Parts Lists that are required to verify the complete and current configuration of the equipment. 10.2.3 The RSPL must list First Line spares deemed necessary to maintain the system equipment and its associated support equipment for a period of 24 months exclusive of any warranty period. 10.2.4 The PPB/RSPL also identifies repairable items as well as their respective Mean Time Between Failure (MTBF) data so that sparing analysis can be performed 10.2.5 The PPB/RSPL must list all equipment (e.g. laptop computer, Electro-optical unit, electro-mechanical, Control unit, cables, battery chargers, hard storage cases etc) in the proposed system, and their respective First Line replaceable spare parts (e.g. screws, sensors, track, lens cups etc.) required to maintain the equipment as described in the Maintenance and Support Concept. 10.2.6 The PPB/RSPL must list recommended spares required to maintain the equipment (ADIS and support equipment) for a 24 month period assuming the combined usage rate of 1000 hrs per year per ADIS (for a total of 32 systems x 1000 hrs = 32,000 operating hrs per year). 10.2.7 The attached sample PPB/RSPL gives spreadsheet format and a sample equipment breakdown and their respective indenture codes as 1, 2, etc (based upon the Equipment Breakdown Structure (EBS). Indenture codes C (level 3) and below must represent all ADIS and support equipment 1 st Line maintenance spare parts. 10.2.8 The table must be completed by the Contractor by providing the required data as identified at the top of the spreadsheet. 10.2.9 Data for indenture levels 3 and below will be identified and listed for each of the ADIS and support equipment. Sample inputs have been inserted for some of the data fields for example purposes only and may or may not be applicable to the specific piece of equipment. 10.2.10 Each PPB/RSPL submission bears a version identification (i.e. date or version).		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

10.2.11 Abbreviations used in the PPB/RSPL table are as follows:

- OEM: Original Equipment Manufacturer;
- NSN: NATO Stock Number;
- Qty/Assy: Quantity per Assembly;
- UOI: Unit of Issue;
- PLT: Procurement Lead Time (Long Lead Time Items);
- REP: Repairability:[Repairable R, Non-Repairable (NR)];
- DMC: Demilitarization Code;
- MTBF Mean Time Between Failure; and
- NA: Not Applicable.

NOTE: The Indenture Code is a code which illustrates a lateral and descending “family tree” relationship of each line item to and within the system or end item and its discrete components (units), assemblies and subassemblies, and subassemblies beginning with “A” for the system, “B” for the system components, “C” for assemblies, “D” for subassemblies, etc.

ADIS Sample Provisioning Parts Breakdown (PPB) and Recommended Spare Parts List (RSPL)

Notes:

1 This table must be completed in accordance with D-01-100-214/SF-000

2 Item names **MUST** match those shown in the EBS, drawings and other project documentation.

Item #	Item Name	Applicable Drawing Title	Supplier Part Number	OEM Part Number (if different from Supplier)	Cage Code	NSN	Qty per Assy	Std Unit Price \$CDN	UOI	PLT (days)	Recomm. Buy Qty For Total Usage Rate of 32,000 hrs/yr	Recomm Total QTY Spares for 2 Years	Total Cost \$CDN	REP	DMC	Shelf Life	MTBF (hrs)	Contains Hazardous Material (Yes/No)
001	A ADIS																	
002	B Transit Case																	
003	C Lid Seal																	
004	C Handles																	
005	D Screws																	
006	B Electro-Optical Unit																	
007	B Laptop Computer																	
008	B Remote Controller																	
009	B Power Cable																	
010	B Comm. Cable																	
011	B Tripod																	
012	B Consumables																	
013	B STTE																	
014	ETC																	
015	Consumables																	
016	STTE																	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Supplementary Provisioning Technical Documentation (SPTD)	2. IDENTIFICATION NUMBER IL-511		
3. DESCRIPTION The SPTD provides the information required to uniquely identify, for cataloguing purposes, all Configuration Items (CI) and DND Spare Parts and Consumable Items within the scope of this Contract that are not already in the <i>Canadian Government Catalogue of Materiel (CGCM)</i> .			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-511			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> SPTD must be prepared as an MS Excel document. 10.2 <u>CONTENT</u> 10.2.1 The SPTD must be prepared in accordance with the current issue of D-01-100-214/SF-000, <i>Preparation of Provisioning Documentation</i> , for content purposes. The SPTD must provide the following data to clearly define each CI for cataloguing: <ul style="list-style-type: none"> a. Item Name, Version or Model Number; b. Manufacturer part number; c. Manufacturer NSCM/CAGE Code; d. Alternate part number, with applicable NSCM/CAGE Code; e. NSN, if assigned by another country; f. Unit of Issue; g. Item drawing or illustration; h. Technical specifications, including relevant standards; i. Physical characteristics, such as dimensions, tolerances, materials, mandatory processes, surface finish, protective coating; j. Electrical characteristics; k. Performance data, including the item's environmental and operating conditions; l. Item shelf life and associated information such as storage conditions/restrictions, packaging, etc.; m. Disposal procedures and restrictions; and n. Commercial catalogue data. 10.2.2 The SPTD must identify any proprietary data or restrictions imposed on the release of its technical data to government entities in Canada or abroad.			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Equipment Advisories	2. IDENTIFICATION NUMBER ILS-512		
3. DESCRIPTION The purpose for Equipment Advisories is to alert the TA of any problem, process or situation that may affect the equipment so appropriate action and follow-up may be taken. Equipment Advisories include service bulletins, technical advisories, health and safety alerts, and all other such notices to users and maintainers.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-512			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS			
<div style="margin-left: 20px;">10.1 <u>FORMAT</u> Equipment Advisories must be provided in the Contractor's format.</div> <div style="margin-left: 20px;">10.2 <u>CONTENT</u></div> <div style="margin-left: 20px;">10.2.1 An Equipment Advisories must be a copy of, or must include pertinent excerpts from, all notices issued with respect to the equipment, including commercial or military service bulletins, technical advisories, and alerts, from any source, including the Contractor, subcontractors, vendors, Original Equipment Manufacturers of the equipment and its components, authorized maintainers and other users of the equipment known to the Contractor.</div> <div style="margin-left: 20px;">10.2.2 Each Equipment Advisory (or group of Equipment Advisories) must be accompanied with a description of the impact to the following operation and support considerations: <ul style="list-style-type: none"> a. Health and Safety of users and/or the equipment; b. Operational performance of the equipment relative to the approved baseline; c. The design life of the equipment relative to the approved baseline; d. Logistic support factors, such as maintenance, availability or suitability of spare parts, support costs, operational life, and training; and e. Impending obsolescence of the equipment or any component of the equipment that could adversely affect supportability, support costs and/or the expected operational life. </div> <div style="margin-left: 20px;">10.2.3 Where the notice of equipment deficiency is provided by a third party (originator is neither the CF nor the Contractor), the submitted Equipment Advisory to the CF must include the Contractor's response to the originator of the notice of deficiency.</div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE Material Change Notice (MCN)		2. IDENTIFICATION NUMBER IL-513	
3. DESCRIPTION The MCN provides the information required whenever changes to provisioning documentation occurs, including anticipated obsolescence issues.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-513			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
10.1 <u>FORMAT</u> A MCN must be prepared in accordance with D-01-100-215/SF-000, <i>Preparation of Material Change Notice</i> , to identify changes to parts or assemblies (down to the lowest replaceable part) or technical data.			
10.2 <u>CONTENT</u>			
10.2.1 The MCN must include the information shown below.			
10.2.2 The MCN must substantiate the change, describe any change in the performance parameters or tolerances of affected parts or assemblies, and recommend a course of action for DND.			
MANAGEMENT DATA		ACTION REQUIRED (Check one only)	
Contractor		<input type="checkbox"/> Delete existing item without replacement	
Equipment Name		<input type="checkbox"/> Add new item	
Contract Number		<input type="checkbox"/> Replace existing item with new item	
MCN Sequence Number		<input type="checkbox"/> Amend existing item	
Submitted By Approved/Rejected (DND use only)		Change Authority	
DATA FIELD CHANGED		EXISTING DATA	NEW DATA
- Item Number (unique sequence no.)	_____	_____	
- Indenture Code	_____	_____	
- Item Name	_____	_____	
- Reference (Manufacturer's Part) No.	_____	_____	
- NSCM/CAGE Code	_____	_____	
- OEM's Part Number (if assigned)	_____	_____	
- NATO Stock Number (if assigned)	_____	_____	
- Quantity Per Assembly	_____	_____	
- Standard Unit Price	_____	_____	
- Unit of Issue (UOI)	_____	_____	
- Unit of Measure	_____	_____	
- Government Supplied Material (GSM)	_____	_____	
- Procurement Lead Time (PLT)	_____	_____	
- Reference Designation	_____	_____	
- Shelf Life	_____	_____	
- Usage Rate	_____	_____	
- Recommended Buy Quantity	_____	_____	

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1.	TITLE Engineering Drawings & Associated Lists	2.	IDENTIFICATION NUMBER IL-514
3.	DESCRIPTION <p>Engineering Drawings & Associated Lists To define the Product Baseline for in-service configuration management and to provide a source of information to support configuration, maintenance and engineering analysis activities.</p>		
4.	APPROVAL DATE	5.	OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)
6.	GIDEP APPLICABLE		
7.	APPLICATION / INTERRELATIONSHIP CDRL IL-514		
8.	ORIGINATOR DCSEM 5-5	9.	APPLICABLE FORMS
10.	PREPARATION INSTRUCTIONS 10.1 FORMAT <p>10.1.1 The Engineering Drawings & Associated Lists, including Reference Documents, must be provided in accordance with the requirements set out and in the final form specified in Section 10.2.</p> <p>10.1.2 All drawings must be bilingual (English and French).</p> <p>10.1.3 Applicable Documents</p> <ul style="list-style-type: none"> a. C-01-000-100/AG-004, <i>Production and Acquisition of Engineering Data</i>; b. D-01-400-002/SF-000, <i>Drawings, Engineering and Associated Lists</i>; c. ASME Y14.100 dated 2004-01-01, <i>Engineering Drawing Practices</i>; d. ASME Y14.24 dated 2004, <i>Types and Applications of Engineering Drawings</i>; e. ASME Y14.34 dated 2002, <i>Associated Lists</i>; f. ISO 9660 dated 1988, <i>Information Processing - Volume and File Structure of CDROM for Information Interchange</i>; g. CAN/CSA-Z234.1 dated 2000-12-01, <i>Canadian Metric Practices Guide</i>; and h. TIFF Revision 6, <i>Adobe Systems Incorporated dated June 3, 1992</i>. <p>10.2 CONTENT</p> <p>10.2.1 <u>Drawing Level</u>: Level 3 - Production</p> <p>10.2.2 <u>DND/CF Data Lists (NSCM 35907)</u> Data Lists complete with Cover Sheets are required and must be prepared in accordance with the governing standard and supplied as part of the Engineering Drawings. Data Lists must be prepared at the item level of assembly (and/or end item) declared for future production by the Technical Authority.</p> <p>10.2.3 <u>Reference Documents</u> Reference documents called up on the engineering drawings (excepting those, which are government, society and readily available industrial specifications or standards) must be included as part of the engineering drawings and associated lists.</p> <p>10.2.4 <u>Contractor Drawings</u> Existing Contractor drawings must be acceptable provided they meet the requirements of paragraph 3.2 of D-01-400-002/SF-000. In the event that contractor drawings do not meet the specified requirements the contractor must rework the drawings to ensure that the requirements are met.</p>		

- 10.2.5 DND/CF Drawings (NSCM 35907) New Engineering Drawings and Associated Lists must be prepared in accordance with the governing Specification/Standard and the clauses set out herein.
- 10.2.5.1 Drawing Number Allocation Canadian Forces drawing numbers must be allocated for use on DND/CF engineering drawings and associated lists (data lists and cover sheets). The allotment must be requested in writing from DSCO 5-3-5 (address as specified herein). Requests must specify the quantity of numbers required, the contract number and contract name. Drawing number requests must be sufficiently liberal to preclude the necessity of subsequent requests. Allocated Canadian Forces drawing numbers must be used for this contract only.
- 10.2.5.2 Technical Data Action Notice (TDAN) A TDAN must be prepared listing all Drawings and Associated Lists delivered as a result of the contract. A sample TDAN can be provided upon request. The TDAN number for this project is: **TBD (TDAN to be inserted at contract award)**.
- 10.2.5.3 Forms Drawing and Associated List electronic forms must be Government supplied material and obtained by written request to DSCO 5-3-5.
- 10.2.5.4 Drawing System The mono-detail drawing system must be used.
- 10.2.5.5 Drawing Types The contractor must provide the necessary types of drawings that will satisfy the sophistication of the specified drawing level and must be subject to the approval of both the DND Technical Authority and DSCO 5-3-5.
- 10.2.5.6 Parts Lists Parts lists must be prepared integral with the drawings. On multi-sheet drawings, the parts list must be placed on sheet one (1).
- 10.2.5.7 Control Drawings Control drawings as defined in the governing standard must be prepared for commercial items approved for use in the design, which are not defined by Government or nationally recognized industrial specifications and standards.
- 10.2.5.8 Interface Control Drawings Interface control drawings must be prepared describing the mechanical and electrical interfaces between sub-systems and components.
- 10.2.5.9 Family-Tree Drawing(s) The contractor must prepare a Family-Tree Drawing(s) of the complete configuration of the Engineering Drawing Package and it must be subject to the approval of both the DND Technical Authority and DSCO 5-3-5.
- 10.2.5.10 Title / Revision Blocks Identifiers must be inserted in the Title / Revision Block of each Drawing and Associated List as shown in Table 1.
- 10.2.5.11 Units of Measure The DND Technical Authority will determine the units of measure (metric or Imperial). Metric drawings must comply with Z234.1-00 Canadian Metric Practices Guide.
- 10.2.6 Integration The prime Contractor must be fully responsible for the integration of Contractor and DND/CF Drawings to form a complete Engineering Drawing Package.

10.2.7 Data Rights Unless otherwise specified in the Terms and Conditions of the contract, the Government of Canada must have rights in data as set out below.

10.2.7.1 Data Rights Legend The Contractor must mark all Foreground and Background Engineering Drawings and Associated lists delivered under this contract with a complete notation indicating the ownership of the rights in the Drawings and Associated lists and the rights granted to Canada in the following legend:

"This document is furnished pursuant to a contract bearing the Serial No XXXXXXXX, dated _____ between (Name of Contractor and Her Majesty the Queen in Right of Canada. This document contains Background Intellectual Property (and/or Foreground Intellectual Property - choose as appropriate) as defined in the Contract which may be used only in the manner specified in the Contract."

10.2.7.2 Unlimited Rights (Foreground Data-NSCM 35907) The Government of Canada must have unlimited rights in all Engineering Drawings, Associated Lists and Reference Documents produced or provided as a result of this contract. The Government of Canada must have the right to use, translate into Canada's other official language, duplicate, revise or disclose such technical data, in whole or in part, in any manner and for any purpose whatsoever, and to have or permit others to do so.

10.2.7.3 Limited Rights (Background Data) The Government of Canada must have limited rights only and must hold in confidence all Existing Engineering Drawings, Associated Lists and Reference Documents supplied under this contract that bears the Contractor's "Limited Proprietary Rights" restrictive legend. The Government of Canada must have the right to use, translate, duplicate or disclose such technical data, in whole or in part, by or for the Government of Canada, with the express limitation that such technical data must not, without the express written permission of the Contractor furnishing such technical data, be:

- a. Released or disclosed in whole or in part outside the Government of Canada;
- b. Used in whole or in part by the Government of Canada for manufacture; and
- c. Used by a party other than the Government of Canada, except for:
 - (1) Emergency repair or overhaul work only, by or for the Government of Canada, where the item or process concerned is not reasonably available to enable timely performance of the work, provided that the release or disclosure thereof outside the Government of Canada must be made subject to the prohibition against further use, release or disclosure, and
 - (2) Release to other Governments for the furtherance of the mutual defence of Canada and other such Governments, only for the information and evaluation within such Governments, or for such Governments under the conditions of (1) above.

10.2.8 Quality Assurance Provisions Quality of the Engineering Drawings and Associated Lists delivered on this contract is the responsibility of the contractor and subject to the quality requirements of the contract.

10.2.8.1 Acceptance: Acceptance of the Engineering Drawings, Associated Lists and Reference Documents for technical content requirements will be the responsibility of the DND Technical Authority. Acceptance of the Engineering Drawings, Associated Lists, Reference Documents and Electronic Data Deliverables for format requirements will be DSCO 5-3-5.

- 10.2.8.2 Interim Deliverables for Acceptance Purposes Two complete, full-size, print copy sets of the Engineering Drawings, Associated Lists and Reference Data must be delivered in hard copy form for acceptance purposes (reduced size" print copies may be acceptable provided that they are legible). If the package cannot be accepted, for reasons of either technical content or format, it may be necessary to resubmit the print copy sets.
- 10.2.8.3 Level 3 - Production Following acceptance of the Level 3 Engineering Drawings, Associated Lists and Reference Documents, the Level 3 Engineering Drawings, Associated Lists and Reference Documents must be forwarded to DSCO 5-3-5.
- 10.2.9 Final Deliverables Upon acceptance, the Level 3 Engineering Drawings, Associated Lists and Reference Data must be delivered in soft copy form as outlined herein.
- 10.2.9.1 Soft Copy Deliverables Soft copy deliverables must include the Engineering Drawings, Associated Lists, Reference Data and the associated Metadata in electronic form.
- 10.2.9.2 Engineering Drawings Unless otherwise specified in the individual tasks, Engineering Drawings must be delivered in the Native format, Vector data and in the distributed format, Raster data. Multi-sheet Drawings must be delivered one sheet per file.
- a. Vector data must be delivered in their native file format in which the data was originally created.
 - b. Raster data must be delivered in accordance with Para 9.1.6 herein.
- 10.2.9.3 Associated Lists Associated Lists must be delivered in the native MSWord file and a PDF file (300 DPI).
- 10.2.9.4 Reference Documents Reference Documents must be delivered as a PDF file (300 DPI) or in a format deemed acceptable by the DSCO 5-3-5.
- 10.2.9.5 TDAN The TDAN must be delivered in the native MSWord file and a PDF file (300 DPI). Alternate file formats may be acceptable provided they have been discussed and approved in writing by DSCO 5-3-5. NOTE: One (1) hard copy of the TDAN complete with Contractor's signatures must be provided with the final deliverables.
- 10.2.9.6 Metadata (Capture of Related Information) Metadata (the data that describes data objects) must be provided for all Engineering Drawings, Associated Lists and Reference Data deliverables. Metadata records must contain the information in the order shown in Table 2. Metadata must be delivered as a Microsoft Access 2003 database table. Sample Metadata record entries are shown at Figure 1.
- 10.2.9.7 Database Table Each delivered image must have a corresponding database record. All records must be entered into a single Microsoft Access 2003 database table. Fields without corresponding information must remain blank. The Microsoft Access 2003 database file must be named "metadata.mdb".
- 10.2.9.8 File Formats for Raster Data Raster data must be Tagged Image File Format in accordance with Adobe Systems Inc. specification "TIFF Revision 6", compressed to CCITT Group 4. Files must be UNTILED and be wholly raster (hybrid files must not be delivered).

- 10.2.9.9 Pel Density Raster image pixel element (Pel) density must be 200 dpi.
- 10.2.9.10 Position of Pels Position of Pels must be as follows:
i) Portrait Data: line progression 270 degrees, Pel path 0 degrees.
ii) Landscape Data: line progression 270 degrees, Pel path 0 degrees.
- 10.2.9.11 Image Sizes Image sizes as outlined in Table 3 are provided as a guide and sizes may vary slightly, but no more than plus or minus one inch (25 mm) in either width or length.
- 10.2.9.12 Cropping Images must be cropped such that the engineering drawing is free from extraneous information. For example, drawing formats having an inside and an outside border must be cropped closely to the outside of the outside border. Drawing formats having only one border, where zone or quadrant identification is outside of that border must be cropped such that the zone information is retained.
- 10.2.9.13 Skew Correction In general, skew correction is not required. If the Contractor deems it necessary, correction must be done to 0 degrees and 90 degrees.
- 10.2.9.14 Despeckling If any despeckling is required, the Contractor must ensure that data integrity is not compromised by this operation.
- 10.2.9.15 Image Foreground /Background Images must be black on white background.
- 10.2.9.16 File Names/Batch Number Allocation File names and a batch number must be requested in writing from DSCO 5-3-5. Quantity of file names required must be specified at the time of the request.
- 10.2.9.17 Media of Delivery The media form for final delivery of electronic data must be CD-ROM, written in accordance with ISO 9660. (File compression software must not be used.) Each CD-ROM and its case must be labelled or marked in a method of the Contractor's choosing. Each label or marking must display the Batch Number, Contract / Task number, TDAN number and the date the CD-ROM was created.
- 10.2.10 Packaging/Marking/Loss/Damage Reproducible and non-reproducible data must be preserved packaged and marked in accordance with CF Standard D-LM-008-022/SG-000. Exterior shipping containers must be marked with the contract and TDAN number and in the event of loss or damage while in shipment, the responsibility for replacement must be that of the primary Contractor and must be at the primary Contractor's expense.
- 10.2.11 Mail or Courier Delivery TO BE COMPLETED AT CONTRACT AWARD
- 10.2.12 Inquiries or Visits TO BE COMPLETED AT CONTRACT AWARD

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

TABLE 1 - INDEX FIELDS

Order	Field Name	Max Field Length	Field Definition / Description	Example Entry
1	FILENAME (all one word)	12 (8.3)	Name of electronic file - unique filename for uploading in database. File names will be issued by DTICS 3-2. Alpha characters must be uppercase.	LZ00235.TIF
2	BATCHNO (all one word)	8	Batch number - used for uploading files in database. Batch number will be assigned with filenames. Alpha characters must be uppercase.	LZ001
3	DOCUMENTNO (all one word)	25	This field must contain the document number.	9775458
4	REVISION	3	Letter or number indicating the revision level. If there is no rev, indicate with dash ("-")	B
5	SHEETNO (all one word)	3	Sheet number x of y. Enter the value of x.	1
6	NOOFSHEETS (all one word)	3	Sheet number x of y. Enter the value of y.	1
7	FRAMENO (all one word)	3	Frame number x of y. Enter the value of x. (This field is applicable only when capturing data from aperture cards.) When field is not applicable, leave blank.	
8	NOOFFRAMES (all one word)	3	Frame number x of y. Enter the value of y. (This field is applicable only when capturing data from aperture cards.) When field is not applicable, leave blank.	
9	NSCM	5	This field must contain the NATO Supply Code for Manufacturers (NSCM) of the Owner of the data. (Also known as FSCM, CAGE or NCAGE code.)	35097
10	SIZE	2	This field contains the document size. -For imperial sizes use A, B, C, D, E, F, G, H, J, K and LE (for legal) -For metric sizes use A4, A3, A2, A1, A0 and B1.	A2
11	ADDITIONALIDENTIFIER (all one word)	10	This open field must be used when two (2) or more documents have the same document number but are different documents. e.g. Document 12345, Document 12345 DCR 001, then "DCR 001" would be entered in this field. When field is not applicable, leave blank.	DCR 001
12	DATARIGHTS (all one word)	1	The data rights as specified in the contract. "L" for "LIMITED" or "U" for "UNLIMITED"	U
13	DOCUMENTTITLE (all one word)	240	Title of document. (i.e. Drawing title)	BRACKET ASSY
14	TDANNO (all one word)	12	This field must be used to enter the TDAN number assigned for the project.	034471008
15	ERN	8	This field must be used for the Equipment Registration Number. Information must be provided if required, otherwise the field may be left blank.	
16	EAC	8	This field must be used for the Equipment Application Code. Information must be provided if required, otherwise the field may be left blank.	
17	EQUIPMENT	75	Name of the Equipment. Information must be provided if required, otherwise the field may be left blank.	

Table 2 DRAWING SIZES

METRIC DRAWING SIZES			
Drawing Size	W x L (max) (mm)	Pels Per Line	Number of Lines
A4	210 X 297	1656	2344
A3	297 X 420	2344	3312
A2	420 X 594	3312	4680
A1	594 X 841	4680	6624
A0	841 X 1189	6624	9368
B1	707 X 1000	5567	7875
NORTH AMERICAN / IMPERIAL DRAWING SIZES			
Drawing Size	W x L (max) (inches)	Pels Per Line	Number of Lines
A	8.5 x 11	1704	2200
B	11 x 17	2200	3400
C	17 x 22	3400	4400
D	22 x 34	4400	6800
E	34 x 44	6800	8800
F	28 x 40	5600	8000
G	11 x 90	2200	18000
H	28 x 143	5600	28600
J	34 x 176	6800	35200
K	40 x 143	8000	28600
Legal	8.5 x 14	1704	2800

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

Sample record entries (Metadata) in database table:

(The following table is shown on two lines to suit page width.)

FILENAME	BATCHNO	DOCUMENTNO	REVISION	SHEETNO	NOOFSHEETS	FRAMENO	NOOFFRAMES
LZ000235.TIF	LZ001	9775458	B	1	1	1	1
LZ000236.TIF	LZ001	9775457	-	1	1		
FILENAME	BATCHNO	DOCUMENTNO	REVISION	SHEETNO	NOOFSHEETS	FRAMENO	NOOFFRAMES
LZ000235.TIF	LZ001	9775458	B	1	1	1	1
LZ000236.TIF	LZ001	9775457	-	1	1		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Operators Manual		2. IDENTIFICATION NUMBER IL-515	
3. DESCRIPTION The Operators Manual provides detailed information associated with the operation, care, operator maintenance and storage as well as personnel and equipment safety of the ADIS.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-515			
8. ORIGINATOR DCSEM-5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> 10.1.1 The Contractor must prepare a new publication, in accordance with C-01-100-100/AG-006, Writing, Format and Production of Technical Publications and D-01-100-203/SF-000, Preparation of Operating Instructions. 10.1.2 The Initial submission must be unilingual English and the final submission must be bilingual (English and French). 10.1.3 Two hard covers will form part of the Instructions: a. The top (title) page of the Operators Manual must represent the cover (top) page of the English and French versions of the Instructions. b. The English and French cover sheets must bear the following: i. DND document configuration number (to be provided by DND) on the top outer corner; ii. Picture of the applicable equipment; iii. Document title; iv. System name and nomenclature (if applicable); v. NSN; vi. Version Date (date format as yyyy/mm/dd); and vii. OPI: DCSEM 5 10.1.4 Figures and tables must be placed immediately next to the referring text descriptions. 10.1.5 Figures and tables must be identified by the document section followed by the figure sequence number and the description text (e.g. Figure 1-5 GPS Unit). 10.1.6 All photographs must be in colour. 10.1.7 Document page numbering must list the section and page (e.g. 1-1, 2-34) 10.1.8 All "DANGER", "WARNING" and "CAUTION" text contained in the body of the manual must be summarized at the beginning of the manual. 10.1.9 "DANGER", "WARNING", "CAUTION" and "NOTES" headings must be capitalized, in bold, placed in the middle of the page with boxed with lines or dots above and below the label. Applicable text will be placed immediately below the heading. 10.2 <u>CONTENT</u> 10.2.1 The Operators Manual must cover all issues associated with the operation, care and			

maintenance, storage as well as personnel and equipment safety of the ADIS. As a minimum, the Operators Manual must address the following:

- a. Brief technical description;
- b. Data summary (e.g. specifications for the system and replaceable assemblies or sub-assemblies (if applicable))
- c. Equipment set-up and mounting procedures;
- d. Description of controls;
- e. Pre-use testing or inspection;
- f. Operating procedures;
- g. Operator maintenance and care, including Operator preventive maintenance;
- h. Consumable replacement;
- i. Basic diagnosis and/or fault finding;
- j. Storage;
- k. Safety, including personnel and equipment;
- l. Hazardous material issues associated with the operation and care of the equipment, including the required procedures for handling and disposing of such materials;
- m. Tools used for Operator maintenance (if any);
- n. Weight and Measures chart.

10.2.2 The Operators Manual must be organized in the following manner:
The initial front sheets must contain:

- a. Summation of all DANGER text contained in the document;
- b. Summation of all WARNING text contained in the document;
- c. Summation of all CAUTION text contained in the document; and
- d. "Safety Data" table containing a summation of all safety related issues

- **Table of Contents**
- **List of Figures**
- **List of Tables**
- **How To Use This Manual (general description of the manual organization etc.)**
- **Chapter 1 General Information (equipment name and model numbers, purpose of equipment, manufacturer, warranty information, nomenclature cross reference table (if required), list of abbreviations and picture or figure of the ADIS .**
- **Chapter 2 Equipment Description (system description)**
 - **General Characteristics** (weight, dimensions, size, performance etc.
 - **Description of Kit Contents** (insert picture of ADIS with a table and itemized listing of all system contents cross-referenced with the photo contents. Each itemized item **must** then be described at a high level.
- **Chapter 3 Operating Instructions (Provide operating instructions for the various equipment comprising the ADIS. Include tables showing operating modes vis-à-vis applicable equipment settings and remarks. Figures or photos must be included to aid in operation description whenever possible.**
- **Chapter 4 Equipment Set-Up and Interconnection Procedures (detail how equipment is to be assembled/mounted for use for all configurations. Figures or photos must be included to aid in mounting procedure description whenever possible.**
- **Chapter 5 Troubleshooting Procedures**
- **Chapter 6 Operator Maintenance and Cleaning**
 - Removal and Installation of Parts
 - Preventive maintenance actions and frequency
- **Appendix A Operator Repair Parts and Special Tools List (include photos of equipment**

**with their associated spare parts including tables with the following column headings:
Item No., NSN, Cage Code, Part No., Description and Useable on Code, Quantity)**

- **Index**

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE First Line Maintenance Manual	2. IDENTIFICATION NUMBER IL-516		
3. DESCRIPTION The First Line Maintenance Manual describes all, first line maintenance tasks and procedures for all repairable equipment contained in the ADIS.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-516			
8. ORIGINATOR DCSEM-5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS			
<p>10.1 <u>FORMAT</u></p> <p>10.1.1 The Contractor must prepare a new publication, in accordance with C-01-100-100/AG-006 Writing, Format and Production of Technical Publications, D-01-100-204/SF-000, Preparation of Preventive Maintenance Instructions and D-01-100-205/SF-000 000, Preparation of Corrective Maintenance Instructions.</p> <p>10.1.2 The Initial submission must be unilingual English and the final submission must be bilingual (English and French).</p> <p>10.1.3 The English and French cover sheets must bear the following:</p> <ul style="list-style-type: none"> a. DND document configuration number (to be provided by DND) on the top right hand corner; b. Picture of the applicable equipment; c. Document title; d. System name and nomenclature (if applicable); e. NSN; f. Version Date (date format yyyy/mm/dd); and g. OPI: DCSEM 5 <p>10.1.4 All First Line Maintenance Manual sheets must have the DND document configuration number (to be provided by DND) on each page starting with page 1 top outer corner right hand corner and top left corner of page 2.</p> <p>10.1.5 Figures and tables must be placed immediately following the referring text descriptions.</p> <p>10.1.6 Figures and tables must be identified by the document section followed by the figure sequence number and the description text (e.g. Figure 1-5 Eyecup)</p> <p>10.1.7 Document page numbering must list the section and page (e.g. 1-1, 2-34)</p> <p>10.1.8 The First Line Maintenance Manual contents must be as described in section 10.2.</p> <p>10.1.9 First Line Maintenance Manual pages must be size 8.5 inches wide x 11 inches long (21.6 cm x 27.9 cm) except where figures (e.g. diagrams) require more space.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The following documents should be used as guidance in the preparation of this Manual:</p>			

	<ul style="list-style-type: none"> a. D-01-100-200/SF-000, <u>Specification for Preparation of Equipment Data Summaries</u>; b. D-01-100-202/SF-000, <u>Specification for Preparation of Equipment Descriptions</u>; c. D-01-100-203/SF-000, <u>Specification for Preparation of Operating Instructions</u>; d. D-01-100-204/SF-000, <u>Specification for Preparation of Preventive Maintenance</u>; and e. D-01-100-205/SF-000, <u>Specification for Preparation of Corrective Maintenance Instruction</u>
10.2.2	The First Line Maintenance Manual must describe all Operator, 1st and 2nd Line Preventive and Corrective maintenance schedules, tasks and procedures for the all repairable equipment contained in the ADIS.
10.2.3	The First Line Maintenance Manual must describe the following as a minimum: Incoming test routines; diagnosis of faults, spare parts removal procedures; re-assembly of equipment; desiccation and/or purging procedures; and outgoing tests.
10.2.4	The First Line Maintenance Manual must identify resources, facilities, spare parts (including quantities), consumables, tools and test equipment, workmanship level, test flow charts and any other technical or procedural details required to properly and successfully complete each task.
10.2.5	The First Line Maintenance Manual must contain a complete parts list down to the replaceable First Line replaceable spare parts level and their associated quantities, and with the required reference to the applicable drawings, diagrams, pictures or images.
10.2.6	The First Line Maintenance Manual must contain all necessary drawings, diagrams, pictures, images and information in sufficient details and clarity to properly guide the maintainer during the conduct of each maintenance tasks.
10.2.7	The First Line Maintenance Manual must cover all personnel and equipment safety issues associated with the maintenance of the equipment.
10.2.8	The First Line Maintenance Manual must cover all hazardous material issues associated with the maintenance of the equipment, including the required procedures for handling and disposing of such materials.
10.2.9	The First Line Maintenance Manual must identify all Intellectual Property information applicable to the equipment and supporting data, if applicable.
10.2.10	“DANGER” headings must be capitalized, in bold, placed in the middle of the page with boxed or dotted outline bars above and below the label. Applicable warning text will be placed immediately below the heading and must be capitalized and bolded.
10.2.11	“WARNING” headings must be capitalized, in bold, placed in the middle of the page with boxed or dotted outline bars above and below the label. Applicable warning text will be placed immediately below the heading and must be capitalized and bolded.
10.2.12	“CAUTION” headings must be capitalized, in bold, placed in the middle of the page with a solid bar on both sides of the label. Applicable caution text will be placed immediately below the heading and must be capitalized and bolded.
10.2.13	“NOTE” headings must be capitalized, bolded placed in the middle of the page. Applicable note text will be normal size, in bold and placed immediately below the heading.
10.2.14	Danger, Warning, Caution and notes must precede the applicable text or action to which they refer.
10.2.15	<p>The First Line Maintenance Manual must be organized in the following manner:</p> <p>The initial front sheets must contain :</p> <ul style="list-style-type: none"> a. Summation of all DANGER text contained in the document;

- b. Summation of all WARNING text contained in the document;
 - c. Summation of all CAUTION text contained in the document; and
 - d. "Safety Data" table containing a summation of all safety related issues
- **Table of Contents**
- **List of Figures**
- **List of Tables**
- **Chapter 1 Introduction**
 - **General** (provide a high level description of the ADIS)
 - **Warranty Information**
 - **Equipment Characteristics, Capabilities and Features** (including applicable Dangers, Warnings and Cautions)
 - **Location and Description of Major Components** (including equipment breakdown figures and diagrams)
 - **ADIS Configuration** (description including a system breakdown diagram)
 - **Equipment Data** (tabular form if possible)
 - **Mechanical Functions**
 - **Optical Functions**
 - **Electrical Functions**
- **Chapter 2 First Line Maintenance Instructions**
 - **General**
 - **Applicable Documents** (list the applicable equipment Operators Instructions as well as equipment specific documents to be supplied by the Contractor. In addition, list the following DND documents:
 - a. C-66-010-010-001/VP-000, Optical Fire Control Instruments – Care, Preservation and Storage of Instruments
 - b. C-66-010-002/VC-001, Refinishing of Electro-Mechanical Equipments
 - c. C-66-010-003/MN-000, Cleaning Mechanical Components of Instruments
 - d. C-66-010-007/MN-001, Cleaning of Optical Elements
 - e. C-66-020-001/NC-000, Inspection Procedures for Electro-Mechanical Equipments
 - **Apparatus and Tools** (list in tabular form with the following column headings: Item No., National Stock No., Description, Part No., and Quantity)
 - **Repair Parts** (brief description and reference to Chapter 5 which will contain all repair parts data)
 - **Site and Shelter Requirements**
 - **Inspection and Repair Techniques**
 - **Service Upon Receipt of Material**
 - **Removal and Installation of Components** (details removal and installation procedures for each first line part (including applicable figures and diagrams). Each line part task **must** have its own procedure. Procedures must be subdivided into two (2) headings, Disassembly and Assembly)
 - **Tests and Adjustments** (details any test and adjustment required for each piece of equipment to ensure serviceability e.g. desiccation))
 - **Serviceability Check** (describes procedures to be used to verify serviceability of repaired item in tabular form. Table must contain the following columns: Item No., Item to Check/Service, Procedure, Not Fully Mission Capable if, Corrective Action)
 - **Troubleshooting** (describes procedures to be used to isolate possible malfunctions of the equipment in tabular form. The table must contain the following columns: Item No., Problem, Probable Cause, Corrective Action)
 - **Packing** (special packing instructions if required)
 - **Preventive maintenance actions and frequency**
- **Chapter 3 Decontamination**

- Equipment
- Procedures
- **Chapter 4 Repair Parts and Special Tools List**
 - **General** Identify figures and tables applicable to each piece of equipment to be repaired. Include the following:
 - a. Figures of each repairable equipment. The figures must include an itemized list of the main equipment replaceable components with corresponding numbered arrows pointing to the components on the figure
 - b. Tables listing details of the components. (The tables must contain the following columns: Item No., National Stock No., Cage Code, Part Number, DMC, Description, Quantity)
- **Alphabetical Index**

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE <div style="text-align: center;">User Guide</div>	2. IDENTIFICATION NUMBER <div style="text-align: center;">IL-517</div>		
3. DESCRIPTION The ADIS User Guide is a bilingual (English/French) brief, complete and compact guide in the form of an aide-mémoire to be used after initial training, describing and illustrating the mounting, set-up and high level operation of the equipment.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <div style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</div>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-517			
8. ORIGINATOR <div style="text-align: center;">DCSEM 5-5</div>	9. APPLICABLE FORMS		
<div>10. PREPARATION INSTRUCTIONS</div> <div>10.1 <u>FORMAT</u></div> <div>10.1.1 The User Guide must be compact such that it can be stored with the equipment or be attached to the equipment.</div> <div>10.1.2 The User Guide must be weatherproof and durable media, legible in low-light conditions.</div> <div>10.1.3 The User Guide must conform to C-01-100-100/AG-005, <i>Acceptance of Commercial and Foreign Government Publications as Adopted Publications</i>, or if no commercial publication exists C-01-100-100/AG-006 <i>Writing, Format and Production of Technical Publications</i>.</div> <div>10.1.4 The copyright notice must include Canada's right to reproduce and internally distribute the document in accordance with provisions of the contract.</div> <div>10.1.5 All photographs must be in colour.</div> <div>10.2 <u>CONTENT</u></div> <div>10.2.1 The User Guide must summarize, through text and illustrations, equipment set-up, operations safety and basic servicing. Instructions given in the User Guide, while presented differently, must be consistent with the instructions provided in the Operator Instructions (DID IL-515).</div> <div>10.2.2 The User Guide must identify key safety and handling precautions.</div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <div style="text-align: center;">ADIS Kit List</div>	2. IDENTIFICATION NUMBER <div style="text-align: center;">IL-518</div>		
3. DESCRIPTION/PURPOSE The ADIS Kit List identifies storage locations and items contained in the ADIS kit.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION/INTERRELATIONSHIP CDRL IL-518			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 <u>FORMAT</u> 10.1.1 The Contractor must prepare a new publication, in accordance with C-01-100-100/AG-006, <i>Writing, Format and Production of Technical Publications</i>. 10.1.2 The ADIS Kit List must be a weatherproof compact guide, such as laminated single card or small laminated folded sheet, etc. 10.1.3 The ADIS Kit List must be bilingual English and French. 10.1.4 Colour pictorials or drawings must be used to identify item storage locations. 10.2 <u>CONTENT</u> 10.4.1 The ADIS Kit List must list the contents of the System and show their layout within the System when fully packed for transport. 10.4.2 Data to be included are: 1) Item Number; 2) Item name; 3) Part number; and 4) Quantity. 10.4.3 Kit colour photo or drawing must show the items in their storage locations </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE <p style="text-align: center;">Publication Certificates</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-519</p>		
3. DESCRIPTION Publication Certificates are auditable documents that the Contractor ensures the validity, compliance and accuracy of the subject technical publication, and that it is ready for reproduction.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-519			
8. ORIGINATOR <p style="text-align: center;">DCSEM 5-5</p>	9. APPLICABLE FORMS DND 590 Certificate of Validation DND 591 Certificate of Compliance DND 642 Certificate of Reproducible copy DND 2515 Certificate of Translation Accuracy Check		
10. PREPARATION INSTRUCTIONS 10.1 <u>CONTENT</u> For each technical publication, the Contractor must prepare and deliver the following Certificates to the TA in accordance with C-01-100-100/AG-006, <i>Writing, Format and Production of Technical Publications</i> , Part 12, section 2: a. Certificate of Validation (DND 590); b. Certificate of Compliance (DND 591). c. Certificate of Reproducible Copy (DND 642); and d. Certificate of Translation Accuracy Check (TAC) (DND 2515);			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Training Needs Analysis (TNA)	2. IDENTIFICATION NUMBER IL-520		
3. DESCRIPTION The TNA is a systematic process to gather data and ideas from a variety of sources about the skills and knowledge requirements for a target population to effectively use the new equipment. The analysis will define a plan and justify the best training solution in order to arrive at a recommended solution to bridge the knowledge and skill gap of the target population.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-520			
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS	
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The TNA must be in the Contractor's format and the content is further described below. 10.3 <u>CONTENT</u> The minimum content is as follows: <ul style="list-style-type: none"> a. Executive summary; b. Background – of the project (the TNA should be able to be understood if read alone); c. Aim – of the analysis; d. Limitations and constraints- that affect the analysis; e. Assumptions – that affect the results of how the gap will be bridged; f. Methodology – how the data was collected (i.e. interviews, document reviews, surveys) in order to reach the conclusion; g. Findings – of the data; h. Training requirements – defining the training requirements to address the skills and knowledge components of the performance need; i. Training strategy – a list of the various ways in which to train the population; j. Options analysis – a list of various options to meet the needs of the learners; and k. Recommendations/Conclusions – the selection of the most efficient and effective option and a conclusion of the analysis that indicates the way forward. 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Training Plan (TP)	2. IDENTIFICATION NUMBER IL-521		
3. DESCRIPTION The TPs define the Contractor activities required to plan, prepare, document and deliver Operator and Maintenance Initial Cadre Training (ICT) and instruction to CF personnel. The TPs also define the content for each course.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-521			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
<div>10. PREPARATION INSTRUCTIONS</div> <div>10.1 <u>FORMAT</u> The TP must be in a Contractor's format, approved by DND, and as further described below.</div> <div>10.2 <u>CONTENT</u></div> <div>10.2.1 Two TPs must be developed. The first TP defines the Contractor activities required to plan, design and deliver Operator Initial Cadre Training and the second line maintenance Initial Cadre Training (ICT).</div> <div>10.2.2 The TPs must describe the above in detail and cover the following points as a minimum: <ul style="list-style-type: none"> a. Development Lesson Specifications this includes Performance Objectives (POs) and Enabling Objectives (EOs); b. Course titles; c. Course durations including a master schedule; d. Language of instruction for each course; e. Minimum and maximum numbers of students per course; f. Instructor requirements/qualifications; g. Environmental considerations; h. List of related documents /references; i. Instructor course evaluation "critique" tool; j. Prerequisite student training/experience for each course; k. Course scalar of the POs and Eos; l. Training method, media, and environment for each training event; m. Description of training material and training aids required for each training event; n. Assessment Plan (including criteria and process) to evaluate the learners; and o. Student Course Evaluation ("Course Critique"). </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Training Course Material	2. IDENTIFICATION NUMBER IL-522		
3. DESCRIPTION The Training Course Material contains the information and presentation used during the ICT Training and will be used for steady state training.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-522			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.3 <u>FORMAT</u> The ICT Training Material format must be approved by DND.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The ICT Training Material must be singular and modular in nature and for the conduct of the operator/first line maintenance ICT and for the second line maintenance ICT in a combined course package.</p> <p>10.2.2 Courseware is the material required for conducting instruction/learning and testing events. The ICT Training Material must include the courseware and training documentation as follows:</p> <ul style="list-style-type: none"> a. Lesson plans; b. Computer Assisted Instructional modules, including learning objects (SCORM compliant) if applicable; c. Reference materials to include operators and maintenance manuals; d. Student handouts; e. Student study materials; f. Student evaluation tool (critique); g. Training aids and job aids; h. Training scenario scripts - if applicable; i. Enabling Checks (EC); j. Performance Checks (PC); and k. Assessment Tool (written test and/or checklist with instructions of how to conduct assessments). <p>10.2.3 The following topics must be addressed in the content of the operator/first line maintenance course as a bare minimum:</p> <ul style="list-style-type: none"> a. Overview of System theory; b. Equipment overview; 			

- c. Equipment set-up;
- d. Pre-use testing/inspection;
- e. Use and operation;
- f. User maintenance and care;
- g. Consumable replacement;
- h. Basic diagnosis and/or fault finding;
- i. Storage;
- j. Safety, including personnel and equipment; and
- k. Hazardous material issues.

10.2.4 The following topics must be addressed in the content of the Maintenance course(s) as a bare minimum:

- a. Inspection and testing;
- b. Troubleshooting and fault finding;
- c. Preventive maintenance procedures;
- d. Corrective maintenance procedures;
- e. Maintenance resources, facilities, assemblies/sub-assemblies, consumables, tools and test equipment required;
- f. Packaging, Handling, Storage and Transportation (PHST);
- g. Personnel and equipment safety issues;
- h. Hazardous material issues, including handling and disposal; and
- i. Controlled Goods and Intellectual Property issues for the equipment and its associated data, including disposal.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Steady State Training Recommendations	2. IDENTIFICATION NUMBER IL-523		
3. DESCRIPTION The Steady State Training Recommendations identifies different training approaches and recommendations for providing steady state (i.e. Long Term) training to CF personnel after the individual ICT serials. This report will form the basis for ongoing courseware development in the future.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL IL-523			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> The Steady State Training Recommendations must be prepared in English and in the Contractor's format. 10.2 <u>CONTENT</u> 10.2.1 Steady State Training Recommendations must identify learning approaches and learning platform changes to incorporate into Steady State training that deviate from the methodologies learned during the ICT serials. 10.2.2 Each recommendation must be supported by an example encountered during ICT (i.e. the instructor ratios were too small; the number of students on a course was too big; or the initial teaching points could best be taught prior to arrival on the course).			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Course Report</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-524</p>		
3. DESCRIPTION/PURPOSE <p>The Course Report summarizes the delivery of each serial and identifies issues in course delivery with solutions to those issues.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION/INTERRELATIONSHIP <p>CDRL IL-524</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> 10.1.1 The Course Report must be in the Contractor's format. 10.2 <u>CONTENT</u> Content must include as a minimum: <ul style="list-style-type: none"> a. Part 1 <ul style="list-style-type: none"> i. Date; ii. Location of training; iii. Timing of training; iv. List of attendees and their service numbers; and v. List of instructional staff. b. Part 2 <ul style="list-style-type: none"> i. Written summary training events; ii. Identification of portions of the training that were deemed very successful; iii. Identification of problems that arose during the training; iv. Proposal of solutions to improve the courseware along with the level of effort required to correct them; and v. Identification of timelines to amend the issues and identify who is best suited to correct the issue. 			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Equipment Breakdown Structure (EBS)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-526</p>		
3. DESCRIPTION <p>The EBS defines the system including the selected Configuration Items (CIs) and the identity of the associated Product Baseline data and documents.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL IL-526</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
11 PREPARATION INSTRUCTIONS 11.1 <u>FORMAT</u> <p>The EBS must be in the pictorial format (see Figure 2 for a sample).</p> 11.2 <u>CONTENT – PRELIMINARY EBS</u> 11.2.1 The Preliminary EBS must define the system including the selected Configuration Items (CIs). 11.2.2 The Preliminary EBS must comprise a list and a pictorial representation of the system decomposition down to the part level, including identification of each item selected as a CI. 10.2.4 Each item listed in the EBS must be identified with the following data: a. Item Name; b. NSN (if applicable / available) and Manufacturer's Part Number; and c. Quantity (if on the same item). 11.2.3 Identical items not on the same item must be shown separately and as an indenture under its respective item. 11.2.4 The EBS must be version controlled (i.e. date of revision). 11.3 <u>CONTENT – Final EBS</u> 11.3.1 The Final EBS must define the system including the selected First-line Spare Parts and Third-line Maintenance Items as determined in the Maintenance Plan. 11.3.2 The Final EBS must comprise a list and a pictorial representation of the system decomposition down to the part level, including identification of each item selected as a First-line Spare Part and/or Third-line Maintenance Item. 11.3.3 The final EBS contents and data must be consistent with those contained in the approved: a. IL-527 Configuration Status Account Report (CSAR), b. IL-514 Engineering Drawings (where applicable) and c. IL-510 Provisioning Documentation			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

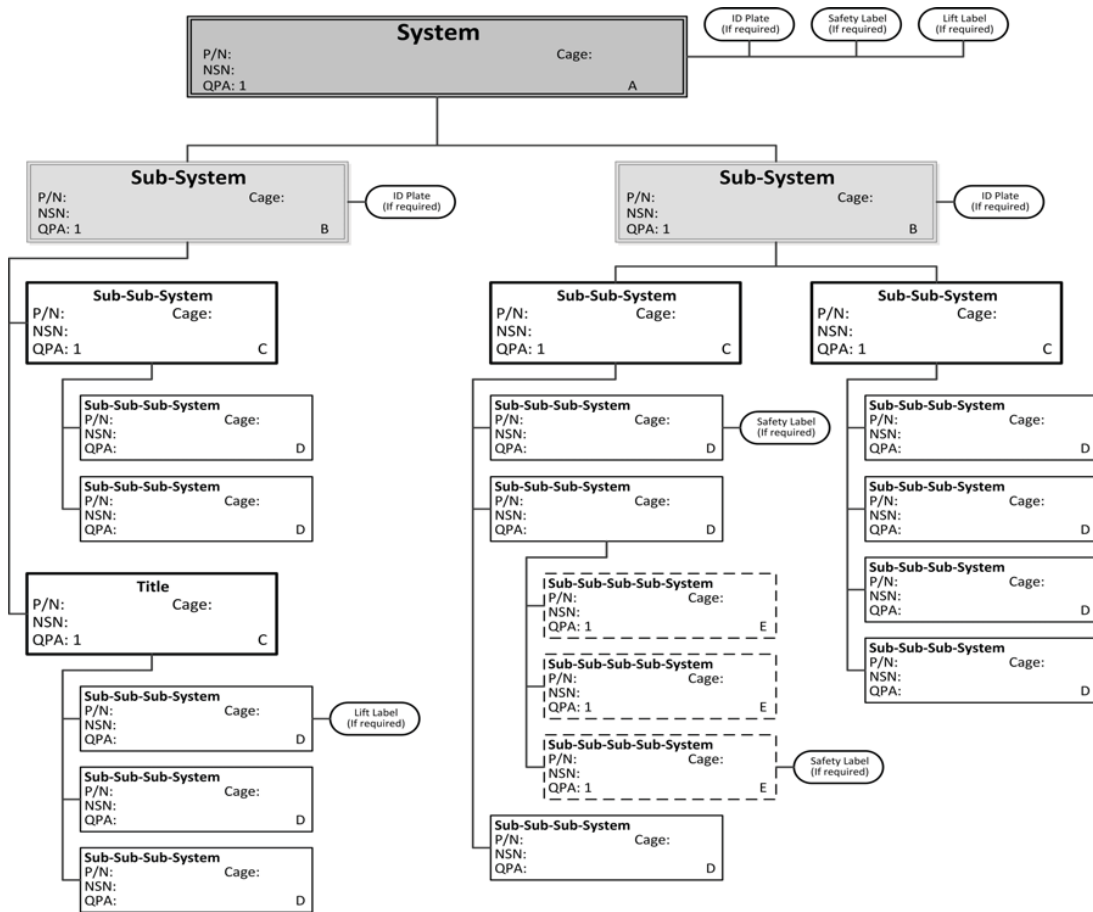


Figure 2: Sample ADIS Equipment Breakdown Structure (EBS) Diagram

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Configuration Status Account Report (CSAR)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-527</p>		
3. DESCRIPTION <p>The CSAR details the information required to effectively manage Configuration Items (CIs) and provide visibility of Configuration Management activities, including status of deviations, waivers and engineering changes.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP <p>CDRL IL-527</p>			
8. ORIGINATOR <p>DCSEM 5-5</p>	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-left: 20px;"> 10.1 <u>FORMAT</u> <p>The CSAR must be in the Contractor's format and as further described below.</p> </div> <div style="margin-left: 20px;"> 10.2 <u>CONTENT</u> <div style="margin-left: 20px;"> 10.2.1 The CSAR must meet the intent of Section 5.2 of the <i>Allied Configuration Management Publication (ACMP)</i>, <i>NATO Requirements for Configuration Status Accounting</i>, ACMP-4. </div> <div style="margin-left: 20px;"> 10.2.2 The CSAR must detail the information required to effectively manage Configuration Items (CIs) and provide visibility of Configuration Management activities, including status of deviations, waivers and engineering changes. </div> <div style="margin-left: 20px;"> 10.2.3 The CSAR must provide as a minimum specifications, manuals, advisories, training material, and the identification of each CI including software/firmware, its document/engineering drawing number and applicable revision/version as well as list all new, outstanding and historical ECP, RFD/RFW, SCN, NOR and MCN, including their status, against each CI. </div> </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS) Annex A (Statement of Work) – Appendix AC Data Item Descriptions (DIDs)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Notice of Revision (NOR)</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">IL-528</p>		
3. DESCRIPTION <p>A NOR depicts changes that are made to technical documentation controlled by another Contractor or Government agency following approval of an Engineering Change Proposal (ECP).</p> <p>A NOR is used to direct the custodian of each drawing, associated list, or other applicable document(s) to make the required documentation changes.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST <p style="text-align: center;">DGLEPM / DCSEM 5-5 (TA)</p>	6. GIDEP APPLICABLE <p style="text-align: center;">N/A</p>	
7. APPLICATION / INTERRELATIONSHIP 7.1 CDRL IL-528 7.2 This DID is used in conjunction with DID SE- 308 (Engineering Change Proposal)			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 <u>FORMAT</u> <p style="margin-left: 40px;">The NOR must be in the Contractor's format.</p> 10.2 <u>CONTENT</u> <p style="margin-left: 40px;">The NOR content must include, where applicable, the following information:</p> <ul style="list-style-type: none"> a. A listing of the identifier, revision level, and title of the affected document; b. The identifier of the ECP which proposed the change; and c. A complete description of the changes to be made to the affected document. <p style="margin-left: 40px;">The following references may be useful in defining content: MIL-HDBK-61, Configuration Management Guidance (paragraph 4.4 and Table 4-10) and ANSI/EIA-649-1998, National Consensus Standard for Configuration Management (paragraph 5.3.3).</p>			

DATA ITEM DESCRIPTION		
1. TITLE Material Safety Data Sheet (MSDS)		2. IDENTIFICATION NUMBER IL-529
3. DESCRIPTION		
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DND / DGLEPM / DCSEM-5	6. GIDEP APPLICABLE
7. APPLICATION / INTERRELATIONSHIP CDRL IL-529		
8. Originator DND / DGLEPM / DCSEM-5-2-4C1		9. APPLICABLE FORMS
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.1 SOURCE DOCUMENT</p> <p>10.1.1 The applicable issue of the documents cited herein, including their approval dates, and dates of any applicable amendments and revisions shall be as specified in the contract</p> <p>11. PREPARATION INSTRUCTIONS</p> <p>11.1 Material Safety Data Sheets (MSDS) shall be prepared for the ADIS and any recommended support equipment (e.g. decontamination) that posses or utilize hazardous products.</p> <p>11.2 A Material Safety Data Sheet (MSDS) is an information paper containing data relative to a specific product. The types of information shown are detailed in the Hazardous Products Act, Controlled Products Regulations. There is no specific format established by law in Canada, however the MSDS must, as a minimum, contain information under the following 9 headings. The MSDS must be bilingual English/French.</p> <ol style="list-style-type: none"> 1. <u>Hazardous Ingredients:</u> <ul style="list-style-type: none"> - Chemical Abstract Service Registry Number - Ingredient name - Ingredient percentage 2. <u>Preparation Information:</u> <ul style="list-style-type: none"> - Name and phone number of person, group or party responsible for producing MSDS - Date of MSDS preparation 3. <u>Product Information:</u> <ul style="list-style-type: none"> - Manufacturer's name, address and emergency phone number - Supplier identifier, address and emergency phone number (if not the same as the manufacturer) - Product identifier - Product use data 4. <u>Physical Data:</u> <ul style="list-style-type: none"> - Physical state (gas, liquid, solid) - Appearance and odour - Specific gravity, vapour density 		

- Evaporation rate
- Boiling point
- Freezing point
- pH
- Coefficient of water/oil distribution

5. Fire or Explosion Hazard:

- Conditions of flammability
- Means of Extinction
- Flash point and method of determination
- Upper and lower explosion limits
- Autoignition temperature
- Hazardous combustion products
- Explosion data: Sensitivity to static discharge and mechanical impact

6. Reactivity Data:

- Conditions under which the product is chemically unstable
- Name of substance or class of substance of which the product is incompatible
- Conditions of reactivity
- Hazardous decomposition products

7. Toxicological Properties:

- Route of entry: Skin contact, skin absorption, eye contact, inhalation and ingestion
- Effects of acute and chronic exposure to product
- Exposure limits (Threshold Limit Values)
- Irritancy and sensitization of product
- Carcinogenicity, Teratogenicity and Mutagenicity of product
- Reproductive toxicity
- Name of toxicologically synergistic products

8. Preventative Measures:

- Personal protective equipment to be used
- Specific engineering controls to be used
- Procedures to be followed in case of leak or spill
- Waste disposal
- Handling procedures and equipment
- Storage requirements
- Transportation information

9. First Aid Measures:

- Specific first aid measures

Department of National Defence
Chemical Agents Sensor Project

Appendix AD

Maintenance and Support Concept for the Area Detection and Identification System (ADIS)

Requisition Number:

DND Document # W8476-145109

RDIMS # 3428353

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NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Table of Contents

1. INTRODUCTION	1
1.1 Scope	1
1.2 Purpose	1
2. MISSION PROFILE.....	1
3. USAGE	1
4. DISTRIBUTION.....	1
5. SUPPORT ORGANIZATIONS	2
6. MAINTENANCE CONCEPT	3
6.1 DND Maintenance.....	4
6.2 Contractor Maintenance.....	4
7. FACILITIES	5
7.1 Training Facilities	5
7.2 Maintenance Facilities	5
8. SUPPLY SUPPORT (SPARES AND REPAIR PARTS)	5
8.1 Initial Provisioning and Spare Parts.....	5
8.2 Spare Systems (Log/Op Stock).....	5
8.3 SPECIAL TOOLS AND TEST EQUIPMENT (STTE)	5
8.4. CATALOGUING	5
9. MANPOWER AND PERSONNEL	6
10. COMPUTER RESOURCES.....	6
11. TECHNICAL PUBLICATIONS	6
12. CONFIGURATION MANAGEMENT.....	6
13. PACKAGING, MARKING, HANDLING FOR TRANSPORTATION	6
13.1 Packaging and Transportation	6
13.2 Marking.....	7
13.3 Handling.....	7
14. TRAINING CONCEPT	7
15. HAZARDOUS AND DANGEROUS MATERIALS MANAGEMENT.....	7
16. DISPOSAL	7
17. DEFINITIONS.....	7

LIST OF ACRONYMS

ADIS	Area Detection and Identification System
BIT	Built-In-Test
CBRN	Chemical, Biological, Radiological and Nuclear
CAF	Canadian Armed Forces
CFFCA	Canadian Forces Fire Fighting & CBRN Academy Borden
CFSEME	Forces School of Electrical and Mechanical Engineering
CFTO	Canadian Forces Technical Orders
CI	Configurable Items
CM	Configuration Management
CSA	Configuration Status Accounting
DCBRND	Director of Chemical Biological Radiological Nuclear Defence
DCSEM	Director Common Support Equipment Management
DND	Department of National Defence
DISCO	Director Supply Chain Operation
EHSa	Environmental, Health and Safety Assessment
EO	Electro-Optical
FSR	Field Service Representative
ILS	Integrated Logistics Support
IOC	Initial Operating Capability
IT	Information Technology
LCMM	Life-cycle Materiel Manager
LRU	Line Replaceable Unit
LLTIL	Long Lead Time Items List
Log Stock	Logistical Stock
MX	Parts Repair Manual and Scales
Op Stock	Operational Stock
NSN	NATO Stock Number
PBL	Product Base Line
PPB	Provisioning Parts Breakdown
RSPL	Recommended Spare Parts List
SPTD	Supplementary Provisioning Technical Documentation

SRU	Shop Replaceable Unit
STTE	Special Tools and Test Equipment
TA	Technical Authority
TDP	Technical Data Package

1. INTRODUCTION

1.1 Scope

This document describes the maintenance concept for the Canadian Armed Forces (CAF) Area Detection and Identification System (ADIS) as well as providing a high level overview of the equipment life cycle support activities including acquisition and contracted In Service Support (ISS).

1.2 Purpose

This document provides the CAF and the Contractor with information required to develop and implement effective logistics support for ADIS.

2. MISSION PROFILE

ADIS will be used for training and for operational deployment throughout the world by the CAF. ADIS will be used for surveillance and early warning of chemical agents in medium and large size perimeters (camps, airfields, harbours, etc.), and may be used to assess the overall contamination following a chemical release. The use of ADIS for a detect-to-warn role is not limited to fixed sites or static base camps, but could also include semi-static locations, such as formation HQs, detached or forward operating elements.

ADIS shall be capable of operating in a wide range of climatic conditions from C1 (intermediate cold) to A1 (extreme hot and dry) in accordance with NATO's AECTP-200. Operations could take place in urban or rural terrains.

3. USAGE

ADIS will be engineered for a minimal service life of 10 years. The average usage in hours per year per equipment, including both training and operations, is expected to be approximately 1000 hours. The ADIS design is to be highly reliable and maintainable, thereby increasing its availability and reducing the amount resources required to support it.

4. DISTRIBUTION

DND intends to procure 32 ADIS. The anticipated ADIS distribution is as follows:

Expeditionary Task Force (TF) 1 (See Table1): 8 ADIS Systems

Expeditionary Task Force 2 (See Table 1): 8 ADIS Systems

CANSOFCOM: 10 ADIS Systems

CFFCA: 2 ADIS Systems

ADM (Science & Tech): 1 ADIS System

Log/Pre MSN Trg: 3 ADIS Systems

Table 1: ADIS allocation to the Task Force

Formations/Units	Anticipated Allocation
Land Force Elements	
1 x Base Camp x 2 ADIS	2
2 x Recce/Forward Operations x 1 ADIS	2
Naval Task Group	
2 x Ships x 1 ADIS	
Air Expeditionary Wing	2
1 x Airfield x 2 ADIS	2
Total ADIS per Expeditionary TF	8

5. SUPPORT ORGANIZATIONS

- Director Common Support Equipment Management (DCSEM) - Will be the primary ADIS system LCMM to whom all Life Cycle Maintenance issues are routed after handover from the ADIS Project. Involvement of any other LCMM organizations (and their responsibilities) shall be at the discretion of DCSEM-5;
- Canadian Forces Fire Fighting & CBRN Academy Borden (CFFCA) – Initial cadre operator training will be given to CFFCA personnel. CFFCA will take the courseware developed by the Contractor and carry out regenerative training in order to maintain the capability within the CAF (steady state);
- Canadian Forces School of Electrical and Mechanical Engineering (CFSEME) – Initial cadre maintenance training will be given to CFSEME personnel;
- DND Material Technicians (Electro-Optical (EO) Tech) - Will perform limited 1st Line maintenance of the equipment;
- Director of Chemical Biological Radiological Nuclear Defence (DCBRND) – Will be the Requirements Authority throughout the equipment's life cycle;
- Director Supply Chain Operations (DSCO) – Will provide guidance, support in cataloguing, technical data, publications, and initial provisioning (IP);
- Base/Army Support Unit Maintenance – Will provide the facilities and personnel to perform equipment specific maintenance as well as training activities;
- DND – Will obtain spares provisioning, storage, maintenance and management services from the Contractor starting at Initial Operating Capability (IOC) under a separate In Service Support (ISS) contract.

6. MAINTENANCE CONCEPT

Canadian Armed Forces (CAF) operators and maintainers will perform preventive and simple corrective maintenance activities that do not require any of the ADIS system line replaceable units (LRUs) to be opened will not require the use of special tools, or requiring software maintenance.

Maintenance tasks beyond these simple corrective steps will be sent to the Contractor for repair under the ISS contract.

Guidelines to be adhered to, for ADIS maintenance:

1. A faulty LRU will be placed in its transit case, along with all other contents, and returned to the Contractor for repair;
2. LRUs selected for repairs that are beyond economic repair are not to be scrapped or disposed of without prior approval of the Technical Authority (TA) who will determine whether the LRU should be:
 - a. Repaired even though repair costs may exceed the maximum repair cost ceiling;
 - b. Scrapped; or
 - c. Held as a source for parts to repair other LRUs.
3. The Contractor will repair the faulty LRU to its full serviceable condition;
4. Long lead time items are to be identified by the Contractor;
5. External manual calibration requiring special equipment will be performed by the Contractor providing in-service support
6. Contractor to clarify if periodic system desiccation is anticipated, or not;
7. A cost effective maintenance support solution must be implemented that ensures ADIS meets operational and availability requirements throughout its life cycle;
8. Maintenance activities must be conducted without increasing human resource requirements;
9. Minimize the requirements for maintenance training, special tools and test equipment (STTE) and provisioning support;
10. Sound Preventive Maintenance program as well as completion of repairs as rapidly as possible and as far forward as possible;
11. First Line Preventive and Corrective Maintenance tasks to be completed by CAF users and technicians as identified by the Contractor;
12. DND Maintenance tasks and activities will only be performed by CAF users and technicians at 1st Line;
13. First Line Maintenance will consist of the inspection, removal and replacement of damaged, worn, or otherwise unserviceable assemblies/subassemblies and Line Replaceable Units (LRUs);
14. Damaged or unserviceable assemblies/subassemblies and LRUs will be returned to the Contractor for repairs through the CAF Supply System (CFSS);
15. Limit the need to deploy spares;
16. Maximize the use of equipment self-diagnosis technology; and
17. The Contractor recommended periodic, preventive and corrective maintenance tasks will be used as the basis for CAF maintenance activities.

6.1 DND Maintenance

ADIS Maintenance Concept embodies a "First to Contractor" approach for maintenance support. This means that any system/subsystem of ADIS requiring maintenance responsibilities beyond those of CAF operators or First Line maintenance personnel will be returned to the Contractor for repair.

First line maintenance is maintenance performed by military personnel attached to the units or formations operating the ADIS Systems. CAF Operators and technicians will perform operator and First Line maintenance tasks respectively.

Most maintenance actions will most likely be via remove and replacement of damaged, worn or otherwise unserviceable parts.

Operator maintenance tasks will not require the use of special tools or test equipment.

First line support maintenance tasks will require no special tools and test equipment.

a) Operator maintenance activities include but not limited to:

- Non-technical inspections for wear and tear;
- Preventive maintenance;
- Cleaning;
- Initiating equipment self-calibration; and
- Additional activities as recommended by the Contractor and agreed to by DND.

b) 1st Line maintenance activities performed by CAF technicians include but not limited to:

- Serviceability assessments;
- Preventive maintenance;
- Initiating built-in test (BIT);
- Lens cap replacement;
- Minor repairs and adjustments such as straps, covers, switch knobs, harness attachments that do not require unit disassembly or STTE;
- Library updates using a laptop computer;
- Packaging, preservation and long term storage; and
- Additional Corrective Maintenance tasks as recommended by the Contractor and as agreed to by the TA.

6.2 Contractor Maintenance

Contractor ADIS support starts from Initial Operating Capability (IOC) under the ISS contract.

Faulty ADIS LRUs that require to be opened or the use of STTE will be maintained and managed under the ISS contract. The faulty LRU (including all associated ADIS System contents, if required) will be packaged in its hard storage/transport case when sent to the Contractor for repair.

Faulty ADIS System may be sent to the Contractor with missing/damaged 1st Line replaceable parts (e.g. connector caps, lens cap, screws, etc.). In such instances, DND expects the Contractor to replace the missing/damaged items (in addition to repairing any internal LRU faults) so that the ADIS System is returned in its full, and serviceable configuration state.

Upon completion of repairs, the serviceable ADIS will be placed in its storage/transport case and returned to DND.

7. FACILITIES

7.1 Training Facilities

The Contractor will utilize existing DND training facilities for all training. Therefore, no special training facilities are anticipated.

7.2 Maintenance Facilities

Existing DND maintenance facilities are considered adequate to perform the first line maintenance activities. No additional DND maintenance facilities are anticipated.

8. SUPPLY SUPPORT (SPARES AND REPAIR PARTS)

8.1 Initial Provisioning and Spare Parts

The Contractor submitted and approved PPB and RSPL will be used by DND to determine the initial buy of spare parts. Spare parts will be held at First Line stores only. No spare parts will be held at 7 CFSD or 25 CFSD. Further requirements for spare parts will be ordered by DND from the Contractor on an as and when required basis under the ISS contract. There are expected to be minimal spare parts and/or LRUs.

Long Lead Time Items List (LLTIL) items will be identified in the PPB and RSPL. The intent of identifying a LLTIL early in the acquisition contract is to enable DND to procure initial spares at the same time the Contractor places large quantity production buys.

8.2 Spare Systems (Log/Op Stock)

There will be no ADIS held in Op stock. Log stock is anticipated to be held as follows:

- a. 1 ADIS at 7 CFSD;
- b. 2 ADIS at 25 CFSD.

8.3 SPECIAL TOOLS AND TEST EQUIPMENT (STTE)

STTE is defined as any tooling or test equipment that is specific to the system being procured and is not already in service with CAF maintenance organizations. The Contractor is expected to identify all STTE required in support of ADIS in the ADIS Maintenance Plan. DND will identify which items are STTE, if not already in CAF inventory. However, STTE for Operator and 1st Line maintenance tasks are not anticipated.

8.4. CATALOGUING

DND will ensure that all equipment and spare parts are identified in the Equipment Breakdown Structure (EBS) and Provisioning Parts Breakdown (PPB), catalogued and supported by Supplementary Provisioning Technical Documentation (SPTD) supplied by the Contractor. For items lacking NSNs, DND will apply for the NSN.

DND will not catalogue ADIS Shop Replaceable Units (SRUs) as the Contractor will be responsible, under the ISS contract, for all maintenance tasks requiring the replacement/maintenance of SRUs.

9. MANPOWER AND PERSONNEL

No additional maintenance manpower or personnel will be required to support ADIS.

10. COMPUTER RESOURCES

No additional CAF Information Technology (IT) services or equipment is anticipated.

11. TECHNICAL PUBLICATIONS

The Contractor will create Operator and First Line Manuals that may be in CFTO format if there is not extensive rework/reformatting of the supplier off-the-shelf manuals required.

All Contractor supplied manuals will be placed in the CAF publications depot for DND use, only. DND intends to procure any required technical publications to safely operate, maintain and support ADIS throughout its useful life. Bilingual Operator and First Line Maintenance Manuals, as well as User Guides will be supplied with each ADIS and also supplied to all applicable maintenance organizations.

DND will generate a Repair and Scaling Manual (MX) and include it in the next revision of the MX CD distributed across the CAF, if required.

12. CONFIGURATION MANAGEMENT

The Contractor submitted and DND approved system configuration will be used as the basis for the system product baseline (PBL). The Contractor will manage changes to the ADIS PBL throughout the life cycle, conducting configuration status accounting and undertaking the necessary configuration audits. Technical publications and training will also be controlled by configuration management.

DND will perform Configuration Management(CM) activities during the initial period, including but not limited to assisting in the identification of configurable items (CIs) as well as ensuring configuration status accounting (CSA) is performed by the Contractor. DND will maintain the Technical Data Package (TDP) for all configuration changes.

The Contractor will perform ADIS CM activities when the systems are being repaired as part of the tasks required by an ADIS In-Service Support Contract. DND shall have visibility into the ADIS System CM data maintained by the Contractor as part of the In-Service Support Contract.

If there are software/hardware upgrades, the Contractor will arrange and implement the upgrades. DND will be notified when this occurs.

13. PACKAGING, MARKING, HANDLING FOR TRANSPORTATION

13.1 Packaging and Transportation

It is expected that ADIS will be packaged in a protective hard storage/transport case(s) prior to system delivery.

ADIS being sent for repair will be packaged and transported in its protective hard storage/transport case.

ADIS spare parts will be packaged using the best commercial packaging practices, unless otherwise directed by DND to use military packaging.

13.2 Marking

All items in the ADIS EBS, PPB and RSPL will be clearly marked for identification, storage, and shipment. The Contractor will be responsible to affix marking on all shipped package containers to identify its contents. The Contractor shall mark components, subcomponents and spares with applicable NSNs. Markings for items placed into stores and for shipment will be in accordance with D-LM-008-002/SF-001, Specification for Marking for Storage and Shipment. Contractor is to identify heavy loads, all items having a shelf life, and any special storage facilities (e.g. refrigeration, clean room, etc), if required.

13.3 Handling

Other than normal care when handling electro-optical equipment, additional special handling requirements are not anticipated. However, DND expects the Contractor to identify any special handling requirements related to heavy loads, hazmat, shelf life, humidity, temperature, etc. and provide the necessary handling instructions.

14. TRAINING CONCEPT

The Contractor will be responsible for providing all training material for the conduct of training as part of the acquisition contract. The Contractor will provide initial cadre and maintainer training to DND. In the development and management of individual training, the Contractor will be required to use CFITES IAW A-P9-050-000 series of manuals. Upon training completion it is expected that DND operators and maintainers are capable of safely operating and maintaining ADIS. For all ADIS training the Contractor will provide all instructional staff, support personnel, Field Service Representative (FSRs), materials, equipment and facilities.

Operator and maintainer training will be provided by the Contractor in accordance with the Contractor generated and DND approved Training Plan.

15. HAZARDOUS AND DANGEROUS MATERIALS MANAGEMENT

Hazardous materials are not expected to be used in ADIS. However, should hazardous materials be used, the Contractor will identify the material and provide Material Safety Data Sheets for each hazardous material identified.

The Contractor will also identify hazardous and dangerous material in their technical publications (e.g. Maintenance Manual, Operator Guide, and training material) and during training. The Contractor will complete an EHSA consistent with ISO 14001 used to track hazardous materials – if any– in equipment and the effects of equipment throughout all phases of its life cycle on personnel and environment.

Contaminated items will be managed in accordance with established by DND CBRN decontamination procedures.

16. DISPOSAL

The disposal of ADIS will be in accordance with Technical Authority (TA) instructions using the EHSA documentation generated by the Contractor in order to generate disposal instructions.

17. DEFINITIONS

Line Replaceable Unit: A unit designated to be removed upon failure from a larger entity (equipment, system) in the operational environment.

Shop Replaceable Unit: An item that is designated to be removed or replaced upon failure from a higher level assembly in the shop (intermediate or depot maintenance activity) and is to be tested as a separate entity. Also referred to as a shop replaceable assembly. This repair is to be done by the Contractor.

MIL-STD-1309D: Definitions and Terms for Testing, Measurement and Diagnostics.

Appendix AE
References, Acronyms and Glossery (RAG)
for the
Area Detection and Identification System
(ADIS)

Requisition Number:

DND Document # W8476 – 145109

Date: April 2015

Prepared by:

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Appendix AE to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

References	
Document Number	Title/Description
CF/DND Specifications and Standards	
A-EN-007-000/FP-001	DND Environmental Assessment Manual
A-LM-184-001/JS-001	Special Instructions Repair and Overhaul Contractors
A-LM-505-001/AG-001	Guidance Manual ILS
A-LM-505-354/JS-001	Assignment of Military Nomenclature for Electronic, Aeronautical, Photographic and Naval Equipment
A-SJ-100-001/AS-000	Security Orders for the Department of National Defence and the Canadian Forces - Volume 1 - General
B-GJ-005-311/FP-020	Canadian Forces Chemical, Biological, Radiological And Nuclear Defence Tactics, Techniques And Procedures
CFITES A-P9-050 Series	Manuals of Individual Training and Education
C-01-000-100/AG-004	Production and Acquisition of Engineering Data
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	Writing Format and Production of Technical Publications
C-02-007-000/AG-001	Controlled Technology and Transfer (CTAT) Manual
C-02-008-001/TS-000	General Safety Lithium Batteries Handling, Storage Preservation and Disposal Instructions
C-55-040-001/TS-001	Radio Frequency Safety Program
C-66-020-001/NC-000	Inspection Procedures for Electro-Mechanical Equipments
CFTO C-55-040-001/TS-001	Radio Frequency Safety Program ("DAOD 3026-1, Radio Frequency Radiation Safety" refers)
D-01-000-200/SF-001	Military Nomenclature - Assignment and Procedures
D-01-002-007/SG-001	Requirements for the preparation of Configuration management Plans;
D-01-002-007/SG-006	Criteria for the selection of Configuration Items;
D-01-100-200/SF-000	Preparation of Equipment Data Summaries
D-01-100-202/SF-000	Preparation of Equipment Descriptions
D-01-100-203/SF-000	Preparation of Operating Instructions
D-01-100-204/SF-000	Preparation of Preventive Maintenance
D-01-100-205/SF-000	Preparation of Corrective Maintenance Instructions
D-01-100-207/SF-000	Preparation of Parts Identification Lists
D-01-100-214/SF-000	Preparation of Provisioning Documentation
D-01-100-215/SF-000	Preparation of Material Change Notice
D-01-300-100/SG-000	Specification Preparation;
D-01-400-001/SG-000	Engineering Drawing Practices
D-01-400-002/SF-000	Drawings, Engineering and Associated Lists
D-02-002-001/SG-001	Identification Marking of Canadian Military Property
D-02-006-008/SG-001	Design Change, Deviation & Waiver Procedure
D-LM-008-001/SF-001	CAF Packaging Specification
D-LM-008-002/SF-001	Specification for Marking for Storage and Shipment
D-LM-008-011/SF-001	Preparation and Use of Packaging Requirements Codes
D-LM-008-036/SF-000	DND Minimum Requirements for manufacturer's Standard Pack
Sensor Integration Specification and Guide, version 1.5	CBRN Sensor Integration Specification and Guide for CF CBRN sensor acquisition projects - ADIS v1 5
CBRN Sensor Integration, version 3.0	Monitoring and Control High Level Requirements
D-LP-001-000/SR-000	Detailed Measurement Data Format Standard for Chemical and Biological Detectors
CEPA 1999	Canadian Environmental Protection Act (CEPA)
CAN/CSA-ISO 9001:2008	Quality Management Systems - Requirements
CAN/CSA-ISO 10005	Quality Management Systems – Guidelines for Quality Plans
CAN/CSA-Z234.1	Canadian Metric Practices Guide
DoD Specifications and Standards	
MIL-STD-461	Requirements for the Control of Electromagnetic Interference Emissions and Susceptibility
MIL-STD-464C	Electromagnetic Environmental Effects Requirements for Systems
MIL-STD-810G	Environmental Engineering Considerations and Laboratory Tests
MIL-STD-973	Configuration Management

Appendix AE to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

References	
Document Number	Title/Description
MIL-STD-1275D	Characteristics of 28 Volt DC Electrical Systems in Military Vehicles
MIL-STD-1472F	Design Criteria Standard Human Engineering
MIL-STD-1521	Technical Reviews and Audits for Systems, Equipments and Computer Software
MIL-STD-31000a	Standard Practice - Technical Data Packages
MIL-DTL-38999	Connectors, Electrical, Circular, Miniatute, High Density, Quick Disconnect, (Bayonet, Threaded, and Breech Coupling), Environment Resistant, Removable Crimp and Hermetic Contacts
MIL-HDBK-46855	Human Engineering Guidelines for military Systems, Equipment and Facilities
MIL-STD-973, 17 April 1992	Configuration Management, the National Consensus Standard for Configuration Management ANSI/EIA 649-A (Oct 2004)
MIL-HDBK-61	Configuration Management Guidance
Mil-HDBK-217B	Reliability Prediction of Military Equipment
MIL-HDBK-472	Maintainability Prediction
MIL-HDBK-502A	Product Support Analysis
MIL-HDBK-759C	Human Engineering Guidelines
NATO Specifications and Standards	
AECTP 100	Environmental Guidelines For Defence Materiel
AECTP 200	Environmental Conditions
AECTP 400	Mechanical Environmental Tests
ACMP-4	Allied Configuration Management Publication (ACMP), NATO Requirements for Configuration Status Accounting
AEP-7 (Edition 5) April 2012	Chemical, Biological, Radiological and Nuclear (CBRN) Contamination Survivability Factors in the Design, Testing and Acceptance of Miliotary Equipment
ATP 45	(CBRN Msg format)
STANAG 4586 NAVY (EDITION 2) Version 3	Standard Interaces of UAV Control System (UCS) for NATO UAV Interoperability
Commercial Specifications and Standards	
ANSI/EIA-649-B-1998	Configuration Management Standard
ASME Y14.24	Types and Applications of Engineering Drawings (dated 2004)
ASME Y14.34	Associated Lists (dated 2002)
ASME Y14.100	Engineering Drawing Practices (dated 2004)
CBRN Sensor Integration, version 3.0	Monitoring and Control High Level Requirements
CEPA 1999	Canadian Environmental Protection Act (CEPA)
CAN/CSA-ISO 9001:2008	Quality Management Systems - Requirements
CAN/CSA-ISO 10005	Quality Management Systems – Guidelines for Quality Plans
CAN/CSA-Z234.1	Canadian Metric Practices Guide
ISO 710	Graphical Symbols for Use on Detailed Maps, Plans and Geological Cross-sections -- Part 1: General Rules of Representation
ISO 2813	Paints and varnishes -- Determination of Specular Gloss of Non-metallic Paint Films at 20 Degrees, 60 Degrees and 85 Degrees
ISO 9660	Information Processing - Volume and File Structure of CDROM for Information Interchange
ISO 10007	Quality Management-Guidelines for Configuration Management
ISO 14001:2004	Environmental management systems
JEDEC Standard 22A-104D	Temperature Cycling
OHSAS 18001	Occupational Health and Safety Management
TIFF Revision 6	Adobe Systems Incorporated dated June 3, 1992
Certificates and Forms	
DND 590	Certificate of Validation
DND 591	Certificate of Compliance
DND 626	Task Authorization
DND 642	Certificate of Reproducible Copy
DND 675	Request for Waiver or Deviation
DND 2515	Certificate of Translation Accuracy Check
DND 2589	Certificate of Decontamination
PWGSC 7139	Progress Report

Appendix 5 to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

Acronyms	
Acronym	Definition
°C	Degrees Celsius
A	Analysis
ADIS	Area Detection and Identification System
AI	Action Item
AIR	Action Item Register
ARET	Accelerated Reduction/Elimination of Toxics
AZ/EL	Azimuth/Elevation
BEC	Bid Evaluated Cost
BIT	Built-in Test
BOC	Brought On Charge
C	Certification
CA	Contracting Authority/Contract Award
CAF	Canadian Armed Forces
CAGE	Commercial and Government Entity
CAS	Chemical Abstract Services (for chemical substance information)
CATSI	Compact Atmospheric Sounding Interferometer
Chem Project	Chemical Agent Sensor Project
CBRN	Chemical, Biological, Radiological and Nuclear
CD-R	Compact Disk Recordable
CDR	Critical Design Review
CDRL	Contract Data Requirements List
CE	Conducted Emissions
CEPA	Canadian Environmental Protection Act
CF	Canadian Forces
CFFCA	Canadian Forces Fire Fighting & CBRN Academy
CFITES	Canadian Forces Individual Training and Education System
CFM	Contractor Furnished Material
CFSD	Canadian Forces Supply Depot
CFSS	Canadian Forces Supply System
CFTO	Canadian Forces Technical Order
CI	Configuration Item
CIS	Contract Issue Spares
CJIRU	Canadian Joint Incident Response Unit
CM	Configuration Management
CMP	Configuration Management Plan
CNSC	Canadian Nuclear Safety Commission
CP	Command Post
CPC	Central Processer and Controller
CPM	Configuration Program Manager
CRPA	Contractor Repair Parts Account
CS	Conducted Susceptibility
CSA	Canadian Standards Association
CSAR	Configuration Status Account Report+B89
CSC	Common Sensor Controller
CSCI	Computer Software Configuration Item
CSEC	Communications Security Establishment Canada
CSTD	Canadian Society for Training and Development
CWA	Chemical Weapon Agent
C4ISR	Computer, Communication, Command, Control, Intelligence, Surveillance & Reconnaissance
COTS	Commercial Off The Shelf
CoC	Certificate of Conformance
DCSEM	Director Combat Support Equipment Management
D	Demonstration

Appendix 5 to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

Acronyms	
Acronym	Definition
DCBRND	Director of Chemical Biological Radiological Nuclear Defence
DCM	Digital Control Nodule
DCG	Document Control Group
DE	Description and Evidence
DID	Data Item Description
DIM	Detection, Identification & Monitoring
DM	Data Manager
DMC	Demilitarization Code
DND	Department Of National Defence
DoD	Department Of Defense (U.S.)
DRDC	Defence Research and Development Canada
DRMIS	Defence Resource Management Information System
DSCO	Director Supply Chain Operation
DVD+R	Digital Video Disk Recordable
DVD-R	Digital Video Disk Recordable
D&I	Detection and Identification
EA	Environmental Assessment
EBS	Equipment Breakdown Structure
ECP	Engineering Change Proposal
EDM	Engineering Development Model
EEE	Electromagnetic Environmental Effects
EHS	Environment, Health and Safety
EHSA	Environment, Health and Safety Assessment
EMC	Electromagnetic Compatibility
EMI	Electromagnetic Interference
EMS	Environmental Management System
EMT	Equipment Management Team
FAT	First Article Test
FATP	First Article Test Procedure
FATR	First Article Test Report
FCA	Functional Configuration Audit
FOC	Full Operational Capability
FOV	Field of View
FSR	Field Service Representative
FTIR	Fourier Transform Infrared
GFE	Government Furnished Equipment
GFOS	Government Furnished Overhaul Spares
GHz	Gigahertz
GLRT	Generalized Likelihood Ratio Test
GOC	Government Of Canada
GOM	Government Owned Materiel
GSM	Government Supplied Material
GUI	Graphical User Interface
HAZMAT	Hazardous Material
H&S	Health and Safety
HFE	Human Factor Engineering
Hz	Hertz
IAW	In accordance with
I	Inspection
ICT	Initial Cadre Training
ID	Identification number as defined in the System Requirements Spec.
IDLH	Immediately Dangerous to Life or Health Concentrations
IGM	Interferogram

Appendix 5 to Annex A SOW
Area Detection and Identification System
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Acronyms	
Acronym	Definition
ILS	Integrated Logistics Support
ILSM	Integrated Logistics Support Manager
ILSP	Integrated Logistics Support Plan
ILSWG	Integrated Logistics Support Working Group
IOC	Initial Operating Capability
IPC	Initial Provisioning Conference
IPE	Individual Protective Equipment
IR	Infrared
ISD	Instructional Systems Design
ISS	In-service Support
JETDAS	Joint Electronic Type Designation Automated System
Kg	Kilogram
KHz	Kilohertz
KO	Kick-off
LCMM	Life Cycle Material Manager
LDIS	Local Detection, Identification and Sampling
LIR	LCMM Investigation Report
LRU	Line Replaceable Unit
MAC	Months After Contract Award
MCN	Material Change Notice
MedCM	Medical Countermeasures
MGRS	Military Grid Reference System
MHz	Megahertz
MIL-STD	Military Standard
MOTS	Military Off The Shelf
MPS	Master Project Schedule
MRC	Maximum Repair Cost
MSDS	Material Safety Data Sheet
MSI	Maintenance Significant Item
MTBF	Mean Time between Failures
MTTR	Mean Time to Repair
NATO	North Atlantic Treaty Organization
NBCD	Nuclear, Biological, and Chemical Defence
NDID	National Defence Index of Documentation
NDQAR	National Defence Quality Assurance Region
NEI	Noise Equivalent Irradiance
NESR	Noise Equivalent Spectral Radiance
NIOSH	National Institute for Occupational Safety and Health
NOR	Notice of Revision
NPRI	National Pollutant Release Inventory
NSCM	National Supply Code for Manufacturers
NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
OH	Optical Head
OS	Operating System
PBL	Product Baseline
PCA	Physical Configuration Audit
PDR	Preliminary Design Review
PeI	Pixel element
PM	Project Manager
PMO	Project Management Office
PMP	Project Management Plan
POL	Petroleum, Oils and Lubricants

Appendix 5 to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

Acronyms	
Acronym	Definition
PPB	Provisioning Parts Breakdown
PBL	Product Baseline
PHST	Packaging, Handling, Storage and Transportation
PRM	Project Review Meeting
QA	Quality Assurance
QAP	Quality Assurance Plan
QAR	Quality Assurance Representative
QC	Quality Control
QCI	Quality Control Inspection
QTP	Qualification Test Procedure
QTR	Qualification Test Report
R&O	Repair And Overhaul
RAG	References, Acronyms and Glossary
RAM	Reliability and Maintainability
RAT	Recurring Article Testing
RBD	Reliability/Maintainability Block Diagram
RE	Radiated Emissions
RFD	Request for Deviation
RFP	Request for Proposal
RFW	Request for Waiver
RH	Relative Humidity
RMA	Repair Material Account
RRM	Requirements Review Meeting
RS	Radiated Susceptibility
RSA	Repair Shop Account
RSPL	Recommended Spare Parts List
RVM	Requirements Verification Matrix
SAASM	Selective Availability Anti-spoofing Module
SAT	System Acceptance Test
SC	Stock Code
SCN	Specification Change Notice
SCORM	Shareable Content Object Reference Model
SEM	Systems Engineering Manager
SEMP	Systems Engineering Management Plan
SI&DS	Sensor Integration and Decision Support
SITS	Special Investigations and Technical Studies
SME	Subject Matter Expert
SNAPS	Selection Notice and Priority Summary
SNR	Serial Number Register
SOW	Statement Of Work
SPC	Spectrum Calibrated
SPTD	Supplementary Provisioning Technical Documentation
SRR	System Requirements Review
SRU	Shop Replaceable Unit
SSM	Scene Scanning Mechanism
SSR	System Requirements Review
STANAG	NATO Standarization Agreement
STTE	Special Tools and Test Equipment
SVDD	Software Version Description Document
SVR	System Verification Review
SysRS	System Requirements Specification
TA	Technical Authority
TAT	Turn-Around-Time

Appendix 5 to Annex A SOW
Area Detection and Identification System
References, Acronyms and Glossary

Acronyms	
Acronym	Definition
TDP	Technical Data Package
TDGR	Transportation of Dangerous Goods Regulations
TDWG	Training Development Working Group
TEMP	Test and Evaluation Master Plan
TIC	Toxic Industrial Chemicals
TIES	Technical Investigation and Engineering Study
TIM	Toxic Industrial Materials
TNA	Training Needs Analysis
TP	Training Plan
TR	Test Report
TRM	Technical Review Meeting
TRR	Test Readiness Review
TV	Television
UCR	Unsatisfactory Condition Report
UII	Unique Identification of Items
UWG	Users Working Group
VEC	Valued Ecosystem Components
VSM	Vehicle Specific Module
W/m ²	Watts per Square Metre
WBS	Work Breakdown Structure
WHMIS	Workplace Hazardous Materials Information System

Glossary	
Term	Definition
Alarm	Refers to when the ADIS generates audio and visual signals to the operator that a CWA or TIC has been detected.
Alert	Refers to when the ADIS generates audio and visual signals to the operator that a malfunction has occurred with one of the ADIS subsystems.
Autonomous Operation	The ability to operate at specified performance parameters without user involvement once the set-up is completed.
Availability	The availability of a system is defined as the ratio of the time the system is serviceable to the total maintenance cycle time. $A = \text{MTBF} / (\text{MTBF} + \text{MTTR})$. For example: If the system has an MTBF of 1000 hours, and an MTTR of one hour, then the availability is: $A = 1000 / 1001 = 0.999$, or 99.9%
Blacklist	The ability to temporarily not alarm for a certain signature or bearing. This is used in the case where the operator knows there is something in the atmosphere, but it is not cause for alarm and does not want the ADIS to alarm unnecessarily. Therefore, the ADIS will ignore this substance as long as the "blacklist" setting is activated.
Built In Test (BIT)	A BIT is a function integrated into a system that allows the system to test itself.
Chemicals	Chemicals include chemical warfare agents (CWA), Toxic industrial chemicals (TICs) and combinations of them.
Chemical Cloud	A delimited cloud formed by a Chemical Threat and possibly Interferants listed in Table C-1.
Chemical Threat	Any one of the chemical substances from the CWA and TIC in Tables A-1 and B-1.
Chemical Warfare Agent (CWA)	Chemicals formulated to inflict death or harm to human beings.
Configuration Item (CI)	A CI is defined as an aggregation of hardware/software that satisfies an end-use function and is designated for separate Configuration Management. CIs are usually divided into hardware CIs (HWCIs or CIs) and computer software CIs (CSCIs). Items identified as CIs are subject to change control processes specific to their identity and ownership.
Console	Refers to the physical hardware which forms the control interface with which the Operator interacts. This may be a laptop, tablet, or similar device. The console can be connected to the CPC via both wired and radio communications for local and remote control of system functions and interface with other connected systems. ADIS console. Most likely will consist of a ruggedized laptop computer.
Consumables	Any substance consumed by the system or any item being spent by the system during its operation, including operator maintenance items but excluding first line maintenance items. Rechargeable batteries (with associated charger) are not considered as a consumable.
Contamination	The deposit, absorption or adsorption of chemical agents on or by structures, areas, personnel or objects.
Contract Authority (CA)	The Contracting Authority (CA) is part of PWGSC and is the only authorized person to enter into a contract on behalf of Canada for the purpose of the ADIS contract.
Controlled Products	Controlled products, in the context of EHS, are defined as those that contain the following substances: a. Regulated under the Canadian Environmental Protection Act (CEPA); b. Schedule 1, List of Toxic Substances under the CEPA; c. Targeted chemicals subject to the National Pollutant Release Inventory; d. Targeted by the Chemicals Management Plan - List of Challenge Substances; and e. Targeted under the Accelerated Reduction/Elimination of Toxic Substances Program.
Converters	Power to the ADIS CPC can be supplied from 110 to 240 volt, 50/60 hz ac mains using an AC to DC power converter or from 24/28VDC vehicle power using a DC to DC converter.
Central Processor and Controller (CPC)	The Central Processor and Controller performs the functions of command and control of the SSM and OH, processing and analysis of the raw and spectral data, stores all of the spectral libraries and distributes power to the SSM and OH.
Common Sensor Controller (CSC)	Console that will be used by the Sensor Integration & Decision Support project. The Common Sensor Controller (CSC) will provide a unified way to manage the CBRN sensors/platforms, the CSC capability is described as follows: When the CSC is deployed on the unclassified network, it shall be capable of both monitoring and controlling the sensors. When the CSC is deployed on the classified network, it shall only be capable of monitoring the sensors due to the one way communication nature between unclassified and classified networks.
CSEC *	Communication Security Establishment Canada
Decontamination	To make (an object or area) safe for unprotected personnel by removing, neutralizing, or destroying any harmful substance, as radioactive material or poisonous gas.
Detector Head/Unit	Refers to the case containing the actual sensor hardware.
Differential Detection Mode	Differential detection is provided by the dual-beam FTIR interferometer with adjacent fields of view. In the system, the two shutters (A and B) are opened allowing the two beams coming from different scenes to be optically combined on a single detector and subtracted in real-time. Thus, if one beam entering the interferometer corresponds to the target-plus-background scene and the other corresponds to a surrounding background scene alone then the resulting target gas spectrum is almost free of background. This is particularly suited for detection of weak IR emission signatures (gas) in a strong atmospheric background.
Direct Detection Mode	The direct mode occurs when one of the two shutter is closed and the other one is opened (A opened, B closed or B opened, A closed). In that situation, only one scene (A or B) is allowed to reach the detector. The direct mode method is also used for real-time detection and identification when the differential detection mode is found to be less efficient than the direct mode.
Event	Defined as the detection and alarm for a chemical threat.
External Battery Pack	The battery pack is the primary source providing nominal 24VDC power to the ADIS CPC.

Glossary	
Term	Definition
False Negative	Refers to a scenario where the system fails to indicate that a Chemical Threat is present, either by failing to detect its presence or by incorrectly identifying a Chemical Cloud that has been detected, or any other reason.
False Positive	Refers to the scenario where the system indicates that a chemical threat is present when there actually isn't one.
Fault	An abnormal condition that may cause a reduction in, or loss of, the capability of a functional unit to perform a required function.
Failure	The inability of an item or part to perform within previously specified limits.
Field of Regard (FOR)	The FOR is the defined solid sector to be scanned.
Field of View (FOV)	The extent of the observable scene that is seen by the sensor at any given time.
Fourier Transform	Mathematical method used to analyse and interpret the frequency of detected vapours to define the spectral components.
Fully operational performance	"Fully operational" shall mean that the ADIS system is functioning in accordance with the specification detailed in this document. The fully operational ADIS system shall provide the minimum accuracies specified herein.
Functional Requirement	A functional requirement is a requirement that specifies operations and activities a system must be able to perform.
GLRT *	Generalized Likelihood Ratio Test
Hazard	Any item or agent (biological, chemical, physical) which has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors. <i>Institute of Hazardous Materials Management (IHMM) Definition</i>
HD Camera	Refers to a camera with resolution of 1024 X 768 or higher
Hot-Swappable	Refers to a quality of the system which allows one to replace batteries without having to put the system through Start-up again. These interferograms are processed and transformed into calibrated spectra (more precisely, spectral radiance).
Interferent	A substance that obscures or masks a CWA or TIC from detection.
Interferogram	An interferogram is the raw data collected by the spectrometer.
Interferometer	A device that separates a beam of light into two beams by reflection, and then measures wavelength by bringing the rays together to produce interference.
IR Radiation	A type of invisible radiation in the frequency spectrum beyond red light, and less than radio wave frequencies, used in remote temperature sensing.
Internal Batteries	A battery that maintains the time, date, storage and other configuration settings, a device such as a laptop computer will contain a main rechargeable internal battery for normal operation.
Lexicon	The lexicon covers the special vocabulary used in the equipment documentation, especially for translated words and phrases.
Library	A pre-defined list of substances (Chemical Threats and others) with the necessary data allowing for their analysis, detection, identification and reporting as per this specification. Also allow implementation of the concept where it is possible to select different libraries for different needs.
Local Operator Interface	The interface located with, or integral to, the sensor, enabling any and all bidirectional communication between the sensor and the operator. It includes the visual displays, lights, buttons, knobs, and any other operator input/output devices needed to operate the system.
Multiple Clouds	Chemical clouds are defined as separate if their boundaries are separated by 10mrad, or more, as subtended by the center point of the sensor and lines extending radially from that point. Networked Configuration: Chemical clouds are defined as separate if they are deemed separate by one or more of the Stand-Alone configurations in the setup.
Noise Equivalent Spectral Radiance (NESR)	Is the parameter used to specify the detection performance of the instrument (ADIS) in terms of a noise-equivalent spectral radiance, denoted by NESR. The NESR value is for the complete system ray tracing, which includes all optics from the input of the telescope to the output of the detector.
Networked ADIS	Refers to the complete kit encompassing of two (2) and up to six (6) number of detector units, a Remote Operator Interface located between 1m and at least 1km, all required communication hardware and software, and all required power supply hardware.
Non-ionizing Radiation	Frequency range generally considered to be from static (no movement) and very low frequency to visible ultraviolet light, such as sound waves, radio waves, visible reflected light.
"On" mode	Refers to the operational configuration configured and scanning.
Operator	The ADIS operator oversee the running of ADIS, ensuring that the it running properly, there are four types of operator, Super Administrator, Administrator, User, and Viewer.
Optical Head (OH)	The Optical Head (OH) is the main and most important subsystem of the ADIS. The main function of the OH is to capture the IR radiation from the cloud under observation in the form of an interferogram which then undergoes a fourier transform to get its spectral components, and send the results to the calibration process and the detection processing software chain. The OH consists of: a. A telescope and optics to bring the IR radiation into the OH; b. A double-beam Fourier transform interferometer designed to provide the optical subtraction of the background radiation from the cloud under observation; c. A detector to digitize the signal from the interferometer; d. A TV camera to provide a real-time view of the of the region under observation; and e. A black body to periodically calibrate the system.
Passive	Refers to the sensor's ability to perform its detection, identification and monitoring functions without any emissions engineered to allow or improve those functions.
Procurement Authority	The Procurement Authority is part of DND and is responsible for the procurement processes, is in direct liaison with the Contracting Authority and manages the financial aspects of the project.
Ranging	Defined as calculating the minimum distance of the cloud front to the sensor.

Glossary	
Term	Definition
Reach Back	A service whereby a subject matter expert will be available via e-mail and telephone to assist in interpreting the results and identification of unknown samples.
Ready Mode	The mode in which the configuration is fully ready to scan, detect and identify and perform all its functions.
Relative Imbalance	
Remote Configuration	Refers to the complete kit encompassing a detector unit, a Remote Operator Interface located between 1m and at least 1km, all required communication hardware and software, and all required power supply hardware.
Remote Operator Interface	The interface located from 1m to at least 1 km the sensor, enabling any and all bidirectional communication between the sensor and the operator. It includes all hardware and software needed to duplicate the control functions of the Local Operator Interface.
Reticle	A grid or pattern used to establish scale or position.
Scan	Defined as the sensor "viewing" the entire area specified to the extent required to have sufficient data for the system to analyze the data and determine the probabilities required as to whether or not there is a CWA or TIC of concern present.
Scene Scanning Mechanism	The Scene Scanning Mechanism (SSM) consists of an Azimuth and Elevation (Az/EI) platform. The SSM holds, manipulates and distributes power to the OH, and passes data between the OH and the CPC. The SSM allows the OH to observe a pre-defined sector up to 360° in azimuth and between -10° and +40° in elevation, scanning either by sector or by continuous sweep.
Score	Generalized Likelihood Ratio Test (GLRT) screen raw score for each gases contained in the system library.
Simultaneous Detection?	Defined as being able to scan for multiple Chemical Threats through one sampling of a given area; i.e. will not require a separate "pass" or sampling in order to scan for more than one agent.
Set-up	Refers to the act of complete assembly of the hardware for the ADIS (e.g. mounting OH on tripod, plugging in cables, etc.), without actually initiating the electronics and other systems.
Shelf Life Item	A system component that may be sensitive to storage time and subject to a process for maintaining and controlling shelf life materials and age control of elastomer items.
Simultaneously	The set-up time for the ADIS is defined as the time required for converting all of the ADIS detector equipment from Transit Configuration to operational configuration and initiating power-up.
Solid angle	$\Omega = S / R^2$: Represents the area of an object (or a scene) projected on a sphere surface divided by the square of the radius of the sphere. It is dimensionless but is often expressed in steradian ("sr") or be measured in square degrees.
Spectral Library	A library of known chemical spectra that is checked when the sensor takes spectral acquisitions and applies the detection algorithm to determine the most likely chemical.
Spectral resolution	Unappodized, ABB (BOMEM) legacy definition standard
Spectrometer	A function of the ADIS Optical Head, used to measure properties of light over a specific portion of the electromagnetic spectrum, using deviation of refracted rays, for recording and analysis.
SSM Relative accuracy	An evaluation of the random error in determining the position or orientation (eg distance, azimuth) of the SSM pointing direction with respect to the true north given by the compass.
SSM absolute accuracy	Accuracy as measured from the compass or GPS.
Start-up	The start-up time for the ADIS is defined as the time required for the ADIS sensor to reach full operational readiness following power-up, including software initialization and source/detector warm-up.
Stand-Alone Configuration	Refers to the complete kit encompassing a detector unit, an integral or separate Operator Interface, all required communication hardware and software and all required power supply hardware.
Stand By Mode	Defined as a mode in which a device or configuration goes into an inactive, but not "off", state in which it consumes considerably less power, and power is retained to dynamic RAM memory chips to hold their content. The device or configuration goes back to its "Ready" or "on" State by the touch of a button, as designed by the manufacturer.
Technical Authority (TA)	The Technical Authority (TA) is responsible for the technical aspect of the project, providing information, guidance, advice and control over the Statement of Work and the System Requirement Specification. The TA also reviews, comments and accepts the contractor deliverables and the various baselines. The TA can delegate some responsibilities to its representatives.
Technical Data Package (TDP)	The technical portion of the procurement package is generally known as the TDP and must contain the approved technical data necessary to provide a description of the item or material to be manufactured or procured. The size and complexity of a TDP depends on the complexity of the procurement. It may comprise a single specification for a simple OTS buy, or a complete set of specifications, standards, engineering drawings, test plans and procedures, etc., in the case of a major development project.
Toxic Industrial Chemical (TIC)	Variety of chemicals used or created by industry that can have a significant impact on human health.
Track	Defined as maintaining a lock on the changing 2D geographical coordinates of the boundaries of a chemical cloud as it propagates through the area of detection.
Training Plan	Training Plans define the Contractor activities required to plan, prepare, document and deliver Operator and Maintenance Initial Cadre Training (ICT) and instruction and define the content for each course.
Transit configuration	The transit configuration consists of the ADIS components in their transportation cases.
Vehicle Specific Module	The CPC includes an imbedded Vehicle Specific Module (VSM) to perform the translation to communicate with the CSC console using Ethernet protocol.

ANNEX B Acquisition Contract Deliverables Pricing List

Requisition Number: W8476-145109

Prepared by:
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RDIMS 3957326

Table 1 – Contract Deliverables

	DELIVERABLES	DELIVERY		UNIT OF ISSUE	QTY	PRICE	EXTENDED PRICE
Contract Line Item No. (CLIN)		Instructions	Destination				
CLIN-1	Milestone # 1 Kick-Off - Delivery date is one Month After Contract Award	Acceptance of all Kick-Off - related Data Items IAW Annex A - SOW 10.4. The total cost of CLIN-1 must not exceed 2% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _
CLIN-2	Milestone # 2 Preliminary Design Review (PDR) -Delivery is three Months After Contract Award	Acceptance of all PDR - related Data Items IAW Annex A - SOW 10.8. The total cost of CLIN-2 must not exceed 3% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _
CLIN-3	Milestone # 3 Critical Design Review (CDR) - Delivery is six Months After Contract Award	Acceptance of all CDR - related Data Items IAW Annex A - SOW 10.9. The total cost of CLIN-3 must not exceed 7% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _
CLIN-4	Milestone # 4 System Verification Review 1 (SVR 1) - Hardware (Includes TRR-1) - Delivery is 12 Months After Contract Award	Acceptance of all SVR 1 - related Data Items IAW Annex A - SOW 10.11. The total cost of CLIN-4 must not exceed 7% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _
CLIN-5	Milestone # 5 System Verification Review 2 (SVR 2) - software (includes TRR-2) - Delivery is 18 Months After Contract Award	Acceptance of all SVR 2 - related Data Items IAW Annex A - SOW 10.14. The total cost of CLIN-5 must not exceed 7% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _
CLIN-6	Milestone # 6 Completion of Functional Configuration Audit and Physical Configuration Audit (FCA/PCA) - Delivery is 21 Months After Contract Award	Acceptance of all FCA/PCA - related Data Items IAW Annex A - SOW 10.16 and 10.17. The total cost of CLIN-6 must not exceed 9% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C	FIRM PRICE:			
				Lot	1	\$ _	\$ _

Annex B - Contract Deliverables Pricing List

CLIN-7	Milestone # 7 Completion of Kick-Off 2 (KO-2) and First Article Testing Review (FATR) - Delivery is 24 Months After Contract Award	Acceptance of all KO2/FAT - related Data Items IAW Annex A - SOW 10.18 and 10.20. The total cost of CLIN-7 must not exceed 5% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C			FIRM PRICE:	
				Lot	1	\$ _	\$ _
CLIN-8	Milestone # 8 Completion of Physical Configuration Audit 2 (PCA-2) - Delivery is 24 Months After Contract Award	Acceptance of all FCA/PCA - related Data Items IAW Annex A - SOW 10.21. The total cost of CLIN-8 must not exceed 2% of CLIN-9: ADIS Equipment deliverables.	Technical Authority QAC C			FIRM PRICE:	
				Lot	1	\$ _	\$ _
CLIN-9	Milestone #9: Delivery of the ADIS System as defined in Annex A - Statement of Work.	IAW Annex A First Delivery: no later than 24 months after Contract Award Last Delivery: no later than 36 months after Contract Award .	25 CFSD QAC Q			FIRM UNIT PRICE:	
				Each	32	\$ _	\$ _
CLIN-10	Milestone #10: Satisfactory completion and acceptance by the Technical Authority and Contracting Authority of all deliveries required by the Contract, including on-site training	IAW Annex A - Acquisition SOW No later than 36 months after Contract Award	Technical Authority	N/A	1	\$ 5% of the sum of extended prices of CLINS 1 to 9, and 11 to 13	
CLIN-11	Initial Provisioning Order - ordered as a bulk purchase of the initial spares as determined by the EBS and RSPL.	IAW Annex A - Acquisition SOW, section 7.11	25 CFSD Montreal, QC DDP Incoterms 2000, Applicable Taxes excluded QAC Q	as per Spare Parts and Consumables Items Catalogue	Ref. TA	Contractor must offer firm unit prices for Provisioning Support after contract award. All firm unit prices will be adjusted as per VOLUME 2, ADIS ACQUISITION RESULTING CONTRACT, 6.1.3.2 Recommended Spare Parts List (RSPL) throughout the period of the Contract. Firm unit prices offered for Provisioning Support are subject to price support and price certification, as per VOLUME 2, ADIS ACQUISITION RESULTING CONTRACT, 6.1.3.3 Price Support for the RSPL and 6.1.3.4 Price Certification for the RSPL	Up to a limitation of expenditure of \$350,000

Annex B - Contract Deliverables Pricing List

CLIN-12	Initial Cadre Training (ICT) for Operators and Maintenance personnel.	IAW Annex A - Acquisition SOW, section 7-17.	Per CF Requirement			FIRM UNIT PRICE:	
				Serial	1	\$ _	\$ _
CLIN-13	Design Change / Additional Work Requirements , to be exercised on an as and when requested basis, through a Task Authorization	IAW Annex A - Acquisition SOW	Technical Authority	Bidder must provide firm hourly rates for all resource categories for the duration of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE / MARK-UP	EXTENDED PRICE
				Engineer	240 hours	\$ _	\$ _
				Eng Technologist	560 hours	\$ _	\$ _
				Technical Writer	40 hours	\$ _	\$ _
				Draftsman	160 hours	\$ _	\$ _
				Trainer	80 hours	\$ _	\$ _
				Field Service Representative	320 hours	\$ _	\$ _
				Mark-Up on Materials	\$ _	%	\$ _
				Mark-Up on Sub-Contrac	\$ _	%	\$ _

Table 2 – Optional Deliverables

	OPTIONS	DELIVERY		UNIT OF ISSUE	QTY	PRICE	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination				
OLIN-1	Optional ADIS systems as defined in Annex A - Statement of Work and CLIN-0006.	As per advance request notice from Contracting Authority via Contract Amendment. Delivery due three months after amended contract.	25 CFSD QAC Q			FIRM UNIT PRICE:	
				Each	1-3	\$ _	\$ _
OLIN-2	Optional ADIS systems as defined in Annex A - Statement of Work and CLIN-0006.	As per advance request notice from Contracting Authority via Contract Amendment. Delivery due three months after amended contract.	25 CFSD QAC Q			FIRM UNIT PRICE:	
				Each	4-6	\$ _	\$ _
OLIN-3	Optional ADIS systems as defined in Annex A - Statement of Work and CLIN-0006.	As per advance request notice from Contracting Authority via Contract Amendment. Delivery due three months after amended contract.	25 CFSD QAC Q			FIRM UNIT PRICE:	
				Each	7-9	\$ _	\$ _
OLIN-4	Optional ADIS systems as defined in Annex A - Statement of Work and CLIN-0006.	As per advance request notice from Contracting Authority via Contract Amendment. Delivery due three months after amended contract.	25 CFSD QAC Q			FIRM UNIT PRICE:	
				Each	10-12	\$ _	\$ _
OLIN-5	Optional Initial Cadre Training (ICT) for Operators and Maintenance personnel	IAW Annex A - Acquisition SOW, section 7-17.	As per CF Requirement			FIRM UNIT PRICE:	
				Serial	1-3	\$ _	\$ _

Notes:

1. A maximum optional quantity of 12 ADIS systems may be procured during the Acquisition contract.
2. Option Line Item Firm Unit Prices cannot exceed Contract Line Item prices by +/- 20%.



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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		2. Branch or Directorate / Direction générale ou Direction	
DND		DCSEM	
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 Production of 32 Area Detection and Identification System (ADIS) for early warning of chemical hazards through standoff detection.			
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 checked="" type="checkbox"/> No / Non <input 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 type="checkbox"/>	
Foreign / Étranger <input 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 type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>		Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>		Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>		NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>		NATO SECRET / NATO SECRET <input type="checkbox"/>	
SECRET / SECRET <input checked="" type="checkbox"/>		COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
		SECRET / SECRET <input type="checkbox"/>	
		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W8476-145109/001/SV

Security Classification / Classification de sécurité

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? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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? ☒ No ☐ Yes
Non Oui

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 FIABILITÉ | <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? ☐ No ☒ Yes
Non Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☒ Yes
Non Oui

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? ☐ No ☒ Yes
Non Oui
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? ☒ No ☐ Yes
Non Oui

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? ☐ No ☒ Yes
Non Oui

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? ☐ No ☒ Yes
Non Oui
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? ☒ No ☐ Yes
Non Oui



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Gouvernement du Canada

Contract Number / Numéro du contrat

W8476-145109/001/SV

Security Classification / Classification de sécurité

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	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
										A	B	C			
Information / Assets Renseignements / Biens Production															
IT Media / Support TI		✓													
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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Contract Number / Numéro du contrat
W8476-145109/001/5V

Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Major Mario Allaire	Chemical Project manager		
Telephone No. - N° de téléphone (819) 994-8288	Facsimile No. - N° de télécopieur (819) 994-3287	E-mail address - Adresse courriel mario.allaire@forces.gc.ca	Date 2 April 2014
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Dawn Murray - CFMP GP HQ - Industrial Security SRCL Team Lead			
Telephone No. - N° de téléphone 613-999-1000 / Fax: 613-949-1069	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel E-mail: dawn.murray@forces.gc.ca	Date 20 April 2014
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Oui <input type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
MARLENE BITSENE	SUPPLY TEAM LEADER		
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Suzanne Hopkins	Contract Security officer		
Telephone No. - N° de téléphone 613-614-3111	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel suzanne.hopkins@pwgsc-tpsgc.gc.ca	Date June 12/14

***Area Detection and Identification System (ADIS) –
Acquisition***

Annex D

**Industrial and Technological Benefits (ITB)
Terms and Conditions**

TABLE OF CONTENTS

1. Definitions
2. Canada's ITB Objectives
3. Statement of Obligations
4. Annual reporting
5. Contract price changes
6. Overachievement of Commitments
7. Transaction types
8. Transaction eligibility criteria
9. Canadian content value (CCV)
10. Strategic plans
11. Pooling
12. Banking
13. Public communications
14. Information management
15. Transaction alterations
16. Verification and access to records
17. Conflict resolution
18. Remedies
19. Changes to the Plans
20. Responsibilities of the parties
21. Compliance with the *Lobbying Act*
22. Contingency and/or success fees
23. List of approved Eligible Donors

Annexes:

- A Value Proposition Commitments and Transactions
- B Transaction sheet – template
- C Annual Report - template
- D IF business plan - template

1. DEFINITIONS

1.1. Defined terms not otherwise defined in this document have the meaning given to them in the Contract. For the purpose of these ITB Terms and Conditions, unless the context otherwise requires, the following definitions apply:

1.1.1. **"Achievement Period"** means the period commencing on January 1, 2015 and ending January 1, 2021 ;

1.1.2. **"Allowable Investment"** – For cash contributions, an Allowable Investment means: a grant; or, a purchase of non-controlling common or preferred shares of a Canadian Company. It does not include either the purchase of debentures or a repayable loan. For in-kind contributions, an Allowable Investment means: a license for Intellectual Property (authorization to use the licensed material); equipment (equipment, software or systems to develop new or improved goods or 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 license for brand or trademarks);

1.1.3. **"Canadian Company"** means a commercial enterprise that is incorporated pursuant to the laws of Canada and which has ongoing business activities in Canada;

1.1.4. **"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;

1.1.5. **"CBRN Detection"** is defined as the market segment which consists of equipment and systems which aim at monitoring, detecting and/or identifying CBRN substance threats and Toxic Industrial Chemicals in defence or civilian settings;

1.1.6. **"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; profitability analysis and financing; and, launch advertising;

1.1.7. **"Commitment"** means the Contractor's specific undertakings related to its Value

Proposition (VP) Commitments, its Plans and its Transactions, as referenced in Annex A;

- 1.1.8. **“Credit”** means the amount that a Transaction, measured in Canadian content value (CCV), has been achieved in whole or in part, as confirmed by written notice from the ITB Authority. All Transactions are subject to annual reporting and verification before Credit is awarded;
- 1.1.9. **“Designated Regions of Canada”** means the following regions which have been designated by the government of Canada for socio-economic purposes: 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 north of and including Nipissing and Parry Sound Districts); the Southern Ontario Region (consisting of that part of the province of Ontario south of Nipissing and Parry Sound Districts); the Western Region (consisting of the provinces of Manitoba, Alberta, Saskatchewan, and British Columbia); and, the Northern Region (consisting of the territories of Yukon, Northwest Territories and Nunavut);
- 1.1.10. **“Direct Transaction”** means a Transaction that is entered into for the performance of any part of the Work under this Contract (as detailed in *insert location of Project SOW and activities*);
- 1.1.11. **“Eligible Donor”** means the parent corporation of the Contractor, and all of the parent’s subsidiaries, divisions and subdivisions; and, the Contractor’s Tier-One suppliers related to the performance of the Work under this Contract, their respective parent corporations and all of the parent’s subsidiaries, divisions and subdivisions.
- 1.1.12. **“Grouped Transaction”** means a Direct Transaction that has more than one Recipient. Grouped Transactions will only include activities involving Canadian suppliers with similar characteristics of product, size and/or region, specify regional and Small and Medium Business content, and will have a total Canadian content value (CCV) of not more than 10 percent of the Obligation contained in Article 3.1.1;
- 1.1.13. **“Indirect Transaction”** means a Transaction that is entered into for a business activity not related to the performance of any part of the Work under this Contract.
- 1.1.14. **“In-Kind Valuation”** means a valuation report provided by a qualified party who possesses a professional designation related to business valuation, or similar area of expertise. Valuation reports will be detailed and contain a statement from the qualified party regarding its expertise and adherence with the standards of its professional designation. The Contractor or other Eligible Donor will assume all costs associated with obtaining the In-Kind Valuation report;

- 1.1.15. **“Intellectual Property” or “IP”** means, for the purposes of these Terms and Conditions, all patents, inventions, trade-marks, copyrights, industrial designs, trade secrets, technical information and other intellectual property belonging to or licensed to a company;
- 1.1.16. **“ITB Authority”** means the Minister of Innovation, Science and Economic Development or any other person designated by that Minister to act on the Minister's behalf. The ITB Authority is responsible for evaluating, accepting, monitoring, verifying and crediting ITB, and for assessing the Contractor's ITB performance under these Terms and Conditions;
- 1.1.17. **“Obligation”** means each of the contractual Obligations that the Contractor must meet, as set forth in Article 3, which are collectively referred to as Obligations;
- 1.1.18. **“Overachievement”** means the amount by which the Contractor's Credits, awarded on a Transaction during the Achievement Period, are greater than the Commitment for that Transaction;
- 1.1.19. **“Plans”** means the Plans prepared by the Contractor: the company business plan, the ITB management plan, the regional development plan, and the small and medium business development plan, all dated XXX and all bearing reference number XXX;
- 1.1.20. **“Post-Secondary Institution”** means an institution or other organizational entity in Canada involved in developing and delivering formal education activities and in awarding academic credentials to people for whom the normal entrance requirement is high school completion. The institution should be available to the general public, be recognized by a province or the Canada Student Loans Program, and offer programs leading to degrees and diplomas that are recognized by the academic community in Canada;
- 1.1.21. **“Proposal”** means the proposal submitted by the Contractor on (date) bearing reference number (xxx);
- 1.1.22. **“Public Research Institution”** means a federal or provincial organization in Canada that: is engaged in research, research training and related activities in Canada; has as its primary goals the conduct of research, peer review, and the dissemination of results by way of publication, technology transfer or training; and, is funded primarily from public resources and has established processes, systems, procedures and controls in place to ensure achievement of public objectives;
- 1.1.23. **“Recipient”** means the Canadian Company or organization that receives, from the Contractor or an Eligible Donor, the commercial or business activity described in a Transaction.

- 1.1.24. **“Reporting Period”** means the twelve month periods within the Achievement Period upon which the Contractor’s annual reporting will be based. Notwithstanding the foregoing the first, Reporting Period 1 may include more than 12 months in that it commences on the first day of the Achievement Period and ends on the last day of the twelfth month after the Effective Date of the Contract. Subsequent Reporting Periods (Period 2, 3, etc) will follow in consecutive twelve month periods until the end of the Achievement Period;
- 1.1.25. **“Research and Development (R&D)”** 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;
- 1.1.26. **“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;
- 1.1.27. **“Shortfall”** means the amount by which the Contractor’s Credits, awarded on a Transaction during the Achievement Period, are less than the Commitment;
- 1.1.28. **“Small and Medium Business” or “SMB”** means a Canadian Company with fewer than 250 full-time personnel as of the date of entering into a Transaction. Agents and distributors of foreign goods and services, as well as subsidiaries of the Contractor or another Eligible Donor on any contract with Industrial and Regional Benefits (IRB)/ITB Obligations, do not qualify as SMB;
- 1.1.29. **“Tier One Supplier”** means a company that performs a specific portion of the Work under this Contract directly for the Contractor, producing or servicing a major subassembly or major component that is installed or used in the platform or system being procured under this Contract;
- 1.1.30. **“Transaction”** means a commercial or business activity involving the Contractor or and Eligible Donor and a Recipient that is carried out by means of a contract, sales agreement, license agreement, letter of agreement or other similar instrument in writing, and which has an identified dollar value. A Transaction meets all eligibility criteria, aligns with these Terms and Conditions with respect to

valuation and transaction types, and has been formally accepted as such in writing by the ITB Authority;

- 1.1.31. **“Value Proposition” or “VP”** means the portion of Commitments and Transactions, along with any other information, which was submitted in the Proposal at the time of Bid; and,
- 1.1.32. **“World Product Mandate”** means a purchase of goods or services from a Canadian Company where there is a long term supplier relationship between the Donor and the Canadian Company, pursuant to which the Canadian Company has been legally authorized to carry out and has sole responsibility for specific activities, including the design, development, manufacture and marketing related to the supply of products, components, modules or services destined for domestic and world markets.

2. CANADA’S ITB OBJECTIVES

- 2.1. Canada has responsibility to set in place programs and policies which ensure Canada’s significant investments in defence-related goods and services generate economic benefit to Canada that has long-term and high-value impacts on Canadian industry, and to establish ITB Objectives which include:
 - 2.1.1. the economic development and long-term sustainment of Canada’s Defence Sector, by maximizing the amount of business activities in Canada involving work directly on the procurement and work in the Defence Sector more broadly;
 - 2.1.2. increased productivity and competitiveness among Canadian-based suppliers, through meaningful opportunities for growth and supply chain integration into major global systems suppliers;
 - 2.1.3. strengthened innovation and R&D in Canada, that positions Canadian Companies to move up the value chain, capture market opportunities and benefit from subsequent commercialization opportunities;
 - 2.1.4. Canadian Company success in tapping traditional and non-traditional export markets that have been leveraged from the Project, sharing in long-term jobs and growth;
 - 2.1.5. encouraging the participation of Canadian Companies in the Designated Regions of Canada, assisting with long-term quality improvements to their capability, capacity, international competitiveness and growth potential; and,
 - 2.1.6. encouraging the participation of Canadian SMB as suppliers on major federal procurements and to increase their competitiveness and export market access.

3. STATEMENT OF OBLIGATIONS

- 3.1. The Contractor must by the end of the Achievement Period:

- 3.1.1. Achieve not less than 100 percent (or the total value of all Commitments in the Contractor's Acquisition ITB Proposal, whichever is higher) of the Acquisition Contract Price, including all options exercised, in CCV as Transactions, as specified in Annex A;
- 3.1.2. Achieve the following Value Proposition Obligations:
- 3.1.2.1. Achieve not less than xx percent of the Acquisition Contract Price, including all options exercised, (to be inserted from the Contractor's Acquisition ITB Proposal and not less than 75 percent) as Direct Transactions.
 - 3.1.2.2. Achieve not less than xx percent of the Acquisition Contract Price, including all options exercised, (to be inserted from the Contractor's Acquisition ITB Proposal), as Transactions involving Research and Development in the CBRN Detection market segment.
 - 3.1.2.3. Achieve not less than xx percent of the Acquisition Contract Price, including all options exercised, (to be inserted from the Contractor's Acquisition ITB Proposal and not less than 15 percent), as Transactions involving SMBs.
 - 3.1.2.4. Demonstrate through annual reporting that the capacity to export conditions are maintained throughout the Achievement Period, as set out in the Contractor's international export strategy in Annex A.
- 3.1.3. Achieve Transactions in the Designated Regions of Canada, as specified in Annex A and representing no less than the following:
- Note: Percentages below are calculated based on: CCV of Transactions identified in Acquisition ITB Proposal, divided by the Acquisition Contract Price at the time of contract award. The percentages will not change over the life of the contract, but their corresponding dollar value may change if there are changes to the Contract Price.
- 3.1.3.1. Atlantic Region: xx percent;
 - 3.1.3.2. Quebec Region: xx percent;
 - 3.1.3.3. Northern Ontario Region: xx percent;
 - 3.1.3.4. Southern Ontario Region: xx percent;
 - 3.1.3.5. Western Region: xx percent; and
 - 3.1.3.6. Northern Region: xx percent.
- 3.1.4. Submit to the ITB Authority proposed new Transactions along the following timeline:
- 3.1.4.1. At one (1) year following the Effective Date of Contract, such that the

cumulative total of Transactions is not less than 60 percent of the Acquisition Contract Price, including all options exercised, measured in CCV; and,

3.1.4.2. At three (3) years following the Effective Date of Contract, such that the cumulative total of Transactions is not less than 100 percent of the Acquisition Contract Price, including all options exercised, measured in CCV.

3.1.5. The Contractor will submit through its annual report a summary of achievements against its Value Proposition Obligations in Articles 3.1.2 on the following timeline:

3.1.5.1. At one (1) year following the Effective Date of the Contract such that the cumulative achievements against Obligations total not less than 15 percent of Acquisition Contract Price, including all options exercised;

3.1.5.2. At two (2) years following the Effective Date of the Contract such that the cumulative achievements against Obligations total not less than 20 percent of Acquisition Contract Price, including all options exercised;

3.1.5.3. At three (3) years following the Effective Date of the Contract such that the cumulative achievements against Obligations total not less than 50 percent of Acquisition Contract Price, including all options exercised; and,

3.1.5.4. At four (4) years following the Effective Date of the Contract such that the cumulative achievements against Obligations total not less than 100 percent of Acquisition Contract Price, including all options exercised.

3.1.6. Carry out each and every Transaction as set out in the Transaction list attached at Annex A.

3.2. The Contractor will submit to the ITB Authority, and a copy to the Contracting Authority, annual reports describing the performance achieved during each Reporting Period. These reports will be submitted sixty (60) calendar days after the end of each Reporting Period. The Contractor will use the format and electronic template provided by the ITB Authority, as outlined in Article 4 (Annual Reporting).

3.2.1. As evidence of the Contractor's achievement of its Obligations and compliance with the *Lobbying Act*, the Contractor will provide, appended to the annual report, a certificate of compliance, in the form provided in Annex C, signed by the senior company Comptroller in respect of the Transactions for which there was activity in that Reporting Period. This certificate of compliance also applies to those achievements and activities of Eligible Donors.

4. ANNUAL REPORTING

4.1. Each annual report will consist of five parts, as outlined below, using the template attached in Annex C.

4.1.1. Part A must include:

4.1.1.1. Overview and status of the Work on the Project:

- A high level overview of the Work performed on the Project during the Reporting Period, including major highlights and schedule changes.

4.1.1.2. Progress Payments:

- A list of all the progress payment claims that have been submitted to the Contracting Authority for Work completed since the Effective Date of the Contract, broken down by Reporting Period and including the amount, date submitted and payment status.

4.1.1.3. Plans:

- A description of any substantive changes to the Plans, including changes to company officials responsible for administering the Obligation.

4.1.1.4. VP Overview:

- A detailed overview of progress on each of the Contractor's VP Obligations as outlined in Section 3.1.2 and a cumulative summary of the achievement status of each.
- Details on the Contractor's progress on the timelines set out in Article 3.1.5.

4.1.1.5. International export strategy:

- Must include information pertaining to target markets and capacity to export criteria that the Contractor identified in its Acquisition ITB Proposal.
- For the target market overview the Contractor should provide documentation demonstrating that the following four conditions remain in place.
 - Signing authorities to pursue international sales from Canada;
 - World Product Mandate to export the product/service outside of Canada;
 - A management team in place to pursue international sales from Canada; and,
 - Human and financial resources set aside and in use to pursue international market opportunities from Canada.

- If the capacity to export formed part of the Acquisition ITB Proposal, the Contractor must also provide details and evidence, on an annual basis, that it or its Eligible Donor continue to possess the capacity to export from Canada. The capacity to export can be demonstrated by

providing details and evidence that the Contractor or its Eligible Donor have:

- the decision-making authority to export from Canada, specifically the following:
 - the signing authorities in place to pursue international sales; and
 - details illustrating the extent of the decision-making authority with regard to pursuing export contracts.
- World Product Mandate, specifically the following:
 - contract or certification or other documentation to illustrate that they have a World Product Mandate for a product or service with exclusive authority to export outside of Canada .
- an appropriate management team in place to pursue international sales.
- set aside sufficient human and financial resources to pursue international market opportunities.

4.1.2. Part B must include, for each Transaction being reported:

- 4.1.2.1. An update on any changes to details, such as the CCV percentage or Recipient contact information;
- 4.1.2.2. A description of significant achievements and activities, particularly those associated with Transactions involving multipliers; and
- 4.1.2.3. A description of any delays, problems or achievement Shortfalls, along with a plan of action to resolve them.

4.1.3. Part C must include, for each Transaction being reported:

- 4.1.3.1. The CCV of the achievement claimed for the current Reporting Period.

4.1.4. Part D must include, for each Transaction reported:

- 4.1.4.1. The CCV of the achievement claimed to date in all the Reporting Periods since the beginning of the Achievement Period.

4.1.5. Part E must include:

- 4.1.5.1. SMB and regional development activities:
 - Overview and highlights of activities undertaken during the Reporting Period;
- 4.1.5.2. New, changed or cancelled Transactions:
 - A list of Transactions which have been cancelled, added or substantially

altered during the Reporting Period with the approval of the ITB Authority, and their status vis-à-vis contract amendment; and

- 4.1.5.3. A certificate of compliance related to the Contractor's achievements and compliance with the *Lobbying Act*, signed by the senior company comptroller in respect of the Transactions for which there was activity in that Reporting Period. This certificate of compliance also covers all achievements of Eligible Donors.

5. CONTRACT PRICE CHANGES

- 5.1. In the event that the Contract Price is increased or decreased, the Contractor's Obligations in Article 3.1 will correspondingly be either increased or decreased.
- 5.2. If the Contract Price increases after the third year following the Effective Date of the Contract, the Contractor will submit to the ITB Authority Transactions valued at 100 percent of the increase, measured in CCV, within one year of the date of the increase.

6. OVERACHIEVEMENT OF COMMITMENTS

- 6.1. The Contractor may achieve Credits for any Transaction in excess of its original value. When an Overachievement occurs, it may be applied against a Shortfall on another Transaction in this Contract or towards meeting the identification milestones in Article 3, as long as the relevant regional, SMB and VP Commitments are achieved. Applying an Overachievement requires the prior written approval of the ITB Authority.

7. TRANSACTION TYPES

- 7.1. Transactions may be Direct Transactions or Indirect Transactions.
- 7.2. Transactions may involve the purchase of goods or services from a Canadian supplier. These Transactions are valued for Credit by calculating the CCV of the purchases, in accordance with Article 9.
 - 7.2.1. SMB Transactions: A Transaction where an SMB is the Recipient, and the SMB's product or service has a CCV of at least seventy (70) percent of the gross value of the Transaction, will have its Credit awarded as follows:
 - 7.2.1.1. the portion of the Transaction's CCV that is equal to or less than \$1,000,000 will be deemed to have 100 percent CCV for reporting and verification purposes;
 - 7.2.1.2. any portion of the Transaction's CCV that is over \$1,000,000 will use the actual CCV as calculated using Article 9.
 - 7.2.2. World Product Mandate: When an Indirect Transaction involves a World Product Mandate and where the CCV of the product is verified to be seventy (70) percent

or greater of the gross value of the Transaction, the CCV will be deemed to be 100 percent for reporting and verification purposes.

7.3. Transactions may also involve Allowable Investments within Canada.

7.3.1. The full CCV of any Allowable Investment Transaction, including both the initial investment and any multiplied or future sales Credits, are part of the Obligations. If the Contractor fails to achieve an Allowable Investment Transaction, the full CCV of the Commitment at the multiplied value will be made up with other Transactions, as detailed in Article 15, Transaction alterations.

7.3.2. The specific requirements and Credit valuation approaches for different types of Allowable Investment Transactions are as outlined below.

7.3.3. Post-Secondary and Public Research Institution Transactions

7.3.3.1. A Transaction involving a contribution to a Post-Secondary or Public Research Institution will receive a Credit multiplier of five (5) if it involves: a cash contribution to a Post-Secondary Institution for research or the establishment of research chairs; a contribution to advanced technology skill development at a Post-Secondary Institution; or, collaborative research undertaken with a Public Research Institution.

7.3.4. Consortium Transactions

7.3.4.1. A Transaction may involve an Allowable Investment to a consortium, which meets the following membership criteria:

- the Contractor or an Eligible Donor;
- a minimum of one (1) Canadian Company, and;
- a minimum of one (1) Post-Secondary Institution or Public Research Institution.

7.3.4.2. Valuation for Credit purposes:

- An initial value will be calculated, and will be the sum of the following:
 - the value of cash contributions from the Contractor or an Eligible Donor to the consortium; and, the value of cash contributions from other consortium members, up to a maximum value equal to that of the contribution of the Contractor or the Eligible Donor, which have been leveraged by the Contractor's or Eligible Donor's participation in the consortium. The Contractor or Eligible Donor will demonstrate how its involvement contributed to the contributions of the other consortium members.
- Once the initial value is established, it will be multiplied by five (5).

- The value of any in-kind contributions would then be added, based on an In-Kind Valuation. In-kind contributions to a consortium are not eligible for the Credit multiplier.
- The following will not be eligible for Credit:
 - Any contribution made to the consortium by Post-Secondary Institutions or Public Research Institutions; and
 - Any contribution made directly into the consortium by any level of government.

7.3.4.3. Other Criteria

- The combined total investment of non-Canadian Companies in the consortium will not exceed fifty (50) percent of the total investment in the consortium.
- In cases where an Eligible Donor participates in the same consortium as the Contractor, separate Transaction sheets will be submitted that describe the Contractor's and the Eligible Donor's individual contributions to the consortium. The Contractor and the Eligible Donor may only claim the Credits associated with the contributions that each has made or leveraged into the consortium.

7.3.5. Investment framework (IF) Transactions

7.3.5.1. A Transaction may involve a long-term and innovation-related contribution made directly to a Canadian SMB. IF Transactions will meet the following criteria:

- must be linked to Research and Development (R&D) Activities and/or Commercialization Activities in Canada;
- must be undertaken by the Contractor or an Eligible Donor with a Canadian SMB. For the purposes of the IF Transaction, the Eligible Donor and Recipient cannot be the same company;
- must meet the Transaction eligibility criteria, as outlined in Article 8;
- must be an Allowable Investment;
- must have a duration of at least five (5) continuous years, beginning at the date the investment is made; and,
- A business plan must be submitted to the ITB Authority, substantially in

the form attached in Annex D.

7.3.5.2. Credit valuation:

- Allowable Investments made in cash will be valued based on the actual amount of money that has been invested. In-kind investments will be subject to an In-Kind Valuation.
- The following Credit multipliers will be applied to the value of the Allowable Investment:
 - Cash for R&D Activities; or, license for IP – nine (9)
 - Cash to purchase, or in-kind transfer of, equipment – seven (7)
 - In-kind transfer of knowledge and/or marketing/sales support – four (4)
- The total issued Credits associated with an IF Transaction will not exceed twenty-five (25) percent of the Obligation, specified in Article 3.1.1.

7.3.5.3. Timeline for Credit award:

- 50 percent of Credits will be awarded once the Allowable Investment is made according to the business plan, then reported to and verified by the ITB Authority. The remaining 50 percent of Credits will be apportioned over the remaining years of the Transaction, as annual reporting requirements are achieved.
- The entire investment must remain with the SMB for at least five (5) continuous years and be used for the purposes outlined in the business plan in order for Credit to be awarded each year.

7.3.6. General investments

7.3.6.1. Transactions may take the form of a general Allowable Investment to a Canadian Company.

7.3.6.2. Valuation for Credit purposes:

- Credit is based on the CCV of future sales achieved by the Recipient as a result of the Allowable Investment.
 - Eligible future sales are limited to Work that is not associated with this Contract; and, work that is not counted for IRB or ITB credit on any other contract or agreement.
 - Eligible future sales will be pro-rated, by multiplying the resulting future sales by the ratio of the Contractor's Allowable Investment

in the Recipient, relative to either: i) the Recipient's Capitalization at the time the investment was made (in cases of purchase of non-controlling shares); or ii) the combined total contributions made by all parties in the activity (in all other cases).

- In the case of a cash Allowable Investment, the value of the Allowable Investment itself will also be credited, once the Recipient's future sales achievement surpasses the amount of the Allowable Investment.
- In the case of an in-kind Allowable Investment, the value of reasonable transfer costs, as determined by the ITB Authority, will be credited once the Recipient's future sales achievement surpasses the amount of the costs. Reasonable transfer costs include training and infrastructure set-up to exploit the technology. The value of the in-kind Allowable Investment itself will not be credited.

7.3.6.3. The Allowable Investment will remain placed with the Canadian Company 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 deduction of all Credits for the Transaction.

7.3.6.4. The capital associated with the purchase of a Canadian Company that is considered a "going concern" is not an Allowable Investment for ITB Credit. If the investment is for a Canadian Company that is insolvent, or has initiated, or had initiated in respect of it, any proceeding seeking relief under any bankruptcy or insolvency law, or similar law affecting creditors rights, then the investment can be considered for ITB purposes.

7.3.6.5. General Allowable Investments will be assessed as to whether they:

- help provide a capability that does not already exist in Canada;
- develop joint ventures with Canadian Companies that contribute to their long-term viability and increase sales; and,
- do not result in overcapacity, shutdowns of existing companies or losses of prospective sales by existing companies in Canada.

7.3.6.6. In-kind contributions related to technology and skills transfer will involve technology and skills that are proprietary, current, complete and exploitable, with all required permits and assistance, sufficient to allow the Recipient to participate in the design, development and manufacture of products or processes and exploit domestic and foreign markets. The Contractor or Eligible Donor will make available, upon request by the ITB Authority, any licensing agreement with the Recipient.

7.3.7. Venture Capital Fund (VCF) Transactions

7.3.7.1. VCF Transactions involve those instances where the Contractor or an Eligible Donor provides funds to a VCF. A VCF is a pooled group of investments directed at assisting the growth of Canadian small businesses and is managed by an unrelated third party.

7.3.7.2. VCF criteria:

- A VCF is any organization which manages investments, such as but not limited to banks, trust companies, venture capital funds, and investment companies. A VCF must be both registered to do business as such and managed in Canada.
- A high percentage of a chosen VCF's investment activity will be with small businesses involved in the development, manufacture or commercialization of advanced technology products or services in one or more of the following sectors:
 - Life sciences (biotechnology, medical devices and pharmaceuticals);
 - Health;
 - Advanced materials;
 - Advanced manufacturing;
 - Environment;
 - Information and communications technologies; and,
 - Aerospace and defence.
- Small businesses receiving the VCF investment will be privately held and have 50 employees or less in service based industries or 100 employees or less in manufacturing based industries at the commencement of the investment. In the event that a small business decides to make an initial public offering, no further Credit will be granted by the ITB Authority for that company within the VCF Transaction.
- Initial investments by the VCF manager, including co-investments, in eligible small businesses will not exceed \$1,000,000.

7.3.7.3. Valuation for Credit purposes:

- The Credit multiplier for VCF investments is five (5). Credit may be claimed for the initial contribution once the Contractor or Eligible Donor deposits it to the VCF. Credit for the remaining multiples may be claimed when the VCF manager assigns the funds to a Canadian small business as defined above.
- The VCF funds must remain placed with the 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 deduction of all Credits for the

Transaction.

- The multiplied Credit related to VCF investments will not exceed 5 percent of the Obligation value in Article 3.1.1.

8. TRANSACTION ELIGIBILITY CRITERIA

8.1. Each proposed Transaction is assessed by the ITB Authority against all of the eligibility criteria outlined below:

8.1.1. **Causality** - each Transaction must be one which was brought about by either the Contractor or an Eligible Donor, due in part to a current or anticipated ITB or IRB obligation to Canada. It will not be one which probably would have been entered into if an Obligation had not existed or been anticipated. Causality may be demonstrated to a specific project or more broadly to a company's obligations in general.

8.1.1.1. The Contractor or an Eligible Donor must demonstrate causality by providing a detailed statement on causality using the space provided in the Transaction sheet template attached at Annex B. The statement will outline the steps and timelines involved in its decision about a business activity and clearly show the link between the steps and decision on that business activity and Canada's IRB/ITB policy.

8.1.1.2. The Contractor or an Eligible Donors must also provide evidence that will certify causality, in support of its detailed statement referred to in Article 8.1.1.1. A certification template is found in Annex B.

8.1.2. **Timing** - Transactions will be implemented within the Achievement Period.

8.1.2.1. Transactions that are identified after the Effective Date of the Contract must only involve Work occurring after the date that the Transaction was proposed to the ITB Authority.

8.1.3. **Incrementality** – Transactions will involve new work in Canada.

8.1.3.1. Should an Indirect Transaction involve the purchase of goods or services from an existing Canadian supplier to the Contractor or an Eligible Donor, the incremental method of calculating the Credits will apply, as follows:

- A three-year average of previous purchases is calculated, based on the three years immediately preceding the date that the Transaction was proposed to the ITB Authority; and,
- Credit will be awarded only for the amounts which exceed the three year average, in each of the Reporting Periods.

8.1.3.2. The incremental method of calculation outlined in Article 8.1.3.1 does **not** apply in cases where the product or service being purchased in the Transaction:

- involves a Direct Transaction;
- is substantially different than what was previously purchased;
- involves a different end use (market sale, application, etc) for what was previously purchased; or,
- follows a competitive process to re-select the Canadian supplier.

8.1.3.3. The Contractor or an Eligible Donors will demonstrate incrementality by providing a statement on incrementality for every proposed Indirect Transaction, using the template attached at Annex B. The Contractor or an Eligible Donors will also provide supporting evidence of incrementality as indicated in the template.

8.1.4. **Eligible Donor** - Transactions will be undertaken by the Contractor or an Eligible Donor and named in this Contract.

8.1.4.1. For proposed Eligible Donors that are Canadian Companies with less than 500 employees, the Canadian Company will certify that it understands and has the capacity to undertake Obligations with respect to this Contract. Capacity includes factors such as: company size, product offerings, market conditions, corporate ownership, management processes, and level of Canadian content. A certification template is attached in Annex B. For Transactions proposed after the Effective Date of the Contract, Contractors must clearly demonstrate that the Canadian Company has the capacity to undertake ITB Obligations with respect to this Contract and the ITB Authority may seek additional information confirming Canadian Company capacity.

8.1.4.2. The Contractor, and not the Eligible Donor, will be fully responsible to Canada for all Obligations related to this Contract, regardless of any subcontracting arrangements with Eligible Donors.

8.1.4.3. The Contractor shall include in the subcontract with each Eligible Donor the consents, authorities and approvals that it requires to meet its Obligations under these Terms and Conditions.

8.1.4.4. A list of approved Eligible Donors for the Contract is found in Article 23.

8.1.5. **Other Eligibility Criteria** –

8.1.5.1. Transaction Recipient – Transactions will have one Recipient, unless it is a Grouped Transaction. Government organizations cannot be Recipients, unless it is a Public Research Institution.

- 8.1.5.2. Level of Technology – Indirect Transactions will involve a level of technology that is the same or higher than that of the Project, with applications in Canadian advanced technology industries.
- 8.1.5.3. CCV – Indirect Transactions will have a CCV of no less than 30 percent of the total value of the Transaction.
- 8.1.5.4. Alignment with policy features – Transactions will comply with any specific criteria and valuation features outlined within these Terms and Conditions.
- 8.2. The ITB Authority will assess eligibility prior to a proposed Transaction becoming an Obligation in the Contract. Contractors should note that all Transactions are subject to annual reporting and verification before Credits are confirmed.
- 8.3. Failure to provide the information and certifications outlined in the above articles may result in a proposed Transaction being rejected. Further, the provision of this information and certification should not be seen as limiting the discretion of the ITB Authority in any decisions related to the eligibility of proposed Transactions.

9. CANADIAN CONTENT VALUE (CCV)

- 9.1. CCV is that portion of the value of a product or service that involves Canadian costs. For the purposes of valuing Transactions and their associated Credits, only the CCV of a Canadian Company's product or service is counted. The CCV of a Transaction is determined by using either the net selling price method or the cost aggregate method.
 - 9.1.1. Net selling price method: This method is used when a product or service included in a Transaction has a substantiated selling price. This method of calculating CCV is as follows:
 - 9.1.1.1. Begin with the total selling price of the product or service;
 - 9.1.1.2. Minus the applicable customs duties, excise taxes, Goods and Services Taxes (GST), Harmonized Sales Taxes (HST) and all provincial sales taxes; and,
 - 9.1.1.3. Minus any ineligible costs, as detailed in Article 9.2.
 - 9.1.1.4. The remaining value is the CCV.
 - 9.1.2. Cost aggregate method: This method is used where a product or service contained in a Transaction cannot be assigned a substantiated selling price (i.e. in-house production). This method of calculating CCV is the aggregate of the following items:
 - 9.1.2.1. 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 product in the

factory of the manufacturer in Canada;

- 9.1.2.2. the cost of parts or materials of Canadian origin, in that they have been exported from Canada and subsequently imported into Canada as parts or finished goods;
- 9.1.2.3. 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 product, to the extent that such costs are not included in the foregoing paragraph; and
- 9.1.2.4. such part of the following costs, as are reasonably attributable to the production or implementation of the product, service or activity:
 - wages and salaries paid for direct and indirect production and non-production labour, paid to employees residing and working in Canada, who are Canadians or permanent residents, as defined in the *Immigration and Refugee Protection Act 2001*, c.27;
 - materials used in the work but not incorporated in the final products;
 - utilities, such as light, heat, power and water;
 - workers compensation, employment insurance and group insurance premiums, pension contributions and similar expenses incurred with respect to wages and salaries of Canadians or permanent residents referred to above;
 - taxes on land and buildings in Canada;
 - fire and other insurance premiums relative to the production plant, its equipment and production inventories, paid to a company authorized by the laws of Canada or any province to carry on business in Canada or such province;
 - rental for factory or office premises in Canada paid to a registered owner in Canada;
 - maintenance and repairs that are executed in Canada to buildings, machinery and equipment used for production purposes;
 - tools, dies, jigs, fixtures and other similar plant equipment items of a non-permanent nature that have been designed, developed or manufactured in Canada;
 - engineering and professional services, experimental work and product or

process development work executed and completed in Canada by Canadians or permanent residents;

- miscellaneous factory and office expenses, such as: administrative and general expenses; 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 (5) percent of the total capital outlay incurred for buildings in Canada owned by the producer of the work;
- personal travel expenses, including Canadian carriers, accommodations and meals, for travel by Canadians or permanent residents associated with Direct Transactions in the Contract;
- fees paid for services performed by Canadians or permanent residents in Canada not elsewhere specified; and
- pre-tax net profit upon which Canadian taxes are paid or are payable.

9.2. Costs or business activities that are ineligible for Credit:

- 9.2.1. the value of materials, labour and services imported into Canada;
- 9.2.2. in the case of an Indirect Transaction, the value of raw materials and Semi-processed Goods exported from Canada;
- 9.2.3. the value of any remuneration, living costs, travel expenses and relocation costs paid to non-Canadians for work on the Project;
- 9.2.4. the amount of all Excise Taxes, Import Duties, Federal and Provincial Sales Taxes, Goods and Services Taxes, Harmonized Sales Taxes and other duties;
- 9.2.5. the value of any royalties and license fees paid by the Contractor or an Eligible Donor to a person, company or entity outside of Canada;
- 9.2.6. the value of goods and services with respect to which Credits have been received or are being claimed by the Contractor or an Eligible Donors as a Transaction to Canada under any other obligation or agreement;
- 9.2.7. any proposal or bid preparations costs;
- 9.2.8. all transportation or travel costs not covered under Articles 9.1.2.3 or 9.1.2.4;
- 9.2.9. the cost of government furnished equipment (equipment supplied by Canada to be used in the production process; for example, tooling, jigs, dies, production equipment);

- 9.2.10. license fees paid by the Recipient and any on-going royalty payments;
- 9.2.11. Transactions claimed by a Contractor that pertain to its influence or that of an Eligible Donor over any country's purchasing agent/department;
- 9.2.12. interest costs associated with letters of credit or other financial instruments to support Transactions;
- 9.2.13. fees paid to lobbyists (as per the *Lobbying Act*); and
- 9.2.14. fees paid to third-party consultants or agents for work related to obtaining Credit against this Contract. This includes, but is not limited to: providing advice on the ITB/IRB policy; preparation of proposed Transactions and/or reports; representing the interests of the Contractor to the ITB Authority; and/or searching for potential Recipients.

10. STRATEGIC PLANS

- 10.1. At the discretion of the ITB Authority, Contractors that hold IRB/ITB obligations in Canada in excess of \$1 billion may be asked to submit a strategic plan to the ITB Authority and to meet to review, discuss and/or update it.
- 10.2. A strategic plan is a document that describes the Contractor's broad corporate business development plans for Canada and how these plans may translate into strategic activities. The Contractor's strategic plan should include:
 - 10.2.1. A description of the Contractor's broad corporate plans and overarching strategic vision for Canada over the medium-term (3-5 years) and long-term (5+ years);
 - 10.2.2. How these corporate plans and vision may translate into Transactions;
 - 10.2.3. An overview of the Contractor's current and anticipated obligations to Canada; and,
 - 10.2.4. ITB partnerships with Eligible Donors and major suppliers.

11. POOLING

- 11.1. Pooling refers to the act of splitting the Credits achieved on a single Transaction and applying each portion to one of two or more ITB or IRB Obligations.
- 11.2. Pooled Transactions must meet the following criteria:
 - 11.2.1. meet all of the Transaction eligibility criteria as described in Article 8;
 - 11.2.2. have a value of not less than \$50 million, measured in CCV; and

11.2.3. have strategic and long term impacts on the Recipient, including but not limited to: R&D support; first purchase of innovative Canadian technologies; World Product Mandate; global value chain activities; consortia activities; Small and Medium Business activities; and/or technology advancement.

- 11.3. The Contractor must describe and document how any proposed Transaction for pooling meets the criteria in Article 11.2.
- 11.4. A portion of a pooled Transaction may be applied to this Contract. The Contractor will report on the pooled Transaction through the annual reporting process and schedule agreed to with the ITB Authority at the time of pooled Transaction approval.
- 11.5. If a portion of a pooled Transaction originates in the bank and Credits have already been confirmed, the value of those Credits will transfer to this Contract, if the Eligible Donor criterion is met. In addition, any uncredited Transaction value, measured in CCV, will also be transferred to the Contract and be subject to the annual reporting and verification processes and the remedies in these Terms and Conditions.
- 11.6. Pooling guidelines are available on the ITB Website (www.ic.gc.ca/itb).

12. BANKING

- 12.1. The Contractor may apply bank Transactions to this Contract up to a total value of 50 percent of the Obligation cited in Article 3.1.1, measured in CCV.
- 12.2. Any bank Transaction applied to this Contract, or portion thereof, will clearly state that it originated from the bank and be the same in description and details as the approved bank Transaction. The bank Transaction must meet the Eligible Donor criteria outlined in Article 8.1.4.
- 12.3. The Contractor may submit to Overachievements to the bank arising from Transactions in this Contract. For the purposes of banking, an Overachievement is the amount of Credit achieved that exceeds the Obligation in Article 3.1.1 and where the Contractor has:
 - 12.3.1. Completed its Obligations in Article 3.1.1 through 3.1.3 on the Contract, before the end of the Achievement Period;
 - 12.3.2. elected to continue business activities on selected Transactions and to continue its annual reporting process until the end of the Achievement Period; and,
 - 12.3.3. applied to bank, within one (1) year after the final notification of Credits from the ITB Authority, those overachieved portions of the selected Transactions.
- 12.3.4. Apply to bank only those Overachievements that:
 - 12.3.4.1. Were achieved between the date of early completion of the Obligations and the end date of the Achievement Period.

12.3.4.2. Reflect the achievement of all portions of a pooled Transaction (if applicable).

- 12.4. With respect to any bank Transaction involving Overachievement, the bank account holder is deemed to be the Eligible Donor for the purposes of assessing the Eligible Donor criteria.
- 12.5. A bank Transaction involving an Overachievement, or any portion thereof, is not eligible to be re-banked at a later date as part of a subsequent overachievement.
- 12.6. Trading and/or transfer between companies of bank Transactions is not permitted.
- 12.7. Banking guidelines are available on the ITB Website (www.ic.gc.ca/itb).

13. PUBLIC COMMUNICATIONS

- 13.1. The Contractor, the Eligible Donors and/or Recipients are encouraged to be as transparent as possible regarding their Obligations, Commitments and specific Transactions, making them publicly available whenever possible.
- 13.2. The Contractor and the ITB Authority will jointly coordinate public communications related to the Transactions. The two parties will also collaborate to identify success stories associated with specific Transactions.
- 13.3. The Contractor consents to public announcements regarding the Project, made by or on behalf of the ITB Authority, which are related to Obligations, Commitments and Transactions. These announcements would include company names, general descriptions of the work being proposed and approximations of CCV. In these cases, the ITB Authority will make all reasonable efforts to ensure that the Contractor has the opportunity to participate in the announcement and/or the preparation of any related materials. The Contractor will obtain a similar consent from each of the Eligible Donors and Recipients.
- 13.4. The Contractor consents to allow the ITB Authority to publish and openly disclose the Contractor's track record in fulfilling its Obligations, in a manner that respects commercial confidentiality.
- 13.5. For all other public communications regarding the Transactions, drafts of announcements and their publication schedule will be delivered by either party to the other as soon as is reasonably possible, but in any event prior to the proposed release date. Each party will make every effort to inform the other, and seek resolution of, any objections to the content or timing of a proposed announcement.
- 13.6. Nothing in this Article will be interpreted as preventing the fulfillment by any company involved in an Obligation or Transaction of its reporting obligations under applicable securities laws.

14. INFORMATION MANAGEMENT

- 14.1. It is understood and agreed that the Contractor will submit corporate and transactional business information to the ITB Authority in the implementation of these Terms and Conditions and/or through a strategic plan, some of which may contain information that is sensitive and confidential to the Contractor. The ITB Authority will ensure, to the best of its ability, that this information is protected, stored and used according to the Government of Canada's information management and security guidelines.
- 14.2. The Contractor agrees that the overall, aggregate information related to Obligations, Transactions and Credits is considered by the ITB Authority to be information available to Parliament and the public.
- 14.3. Subject to all applicable federal laws and processes, such as the *Access to Information Act*, the *Privacy Act* and the *Library and Archives of Canada Act*, the ITB Authority will not release or disclose outside the Government of Canada any of the Contractor's commercially confidential business information.
 - 14.3.1. Data may be used by the ITB Authority for internal policy analysis purposes. Certain relevant information may also be shared, subject to applicable laws and processes, with other government organizations and agencies with whom the ITB Authority collaborates in the administration of the ITB policy.

15. TRANSACTION ALTERATIONS

- 15.1. The Contractor will not alter the Transactions listed in Annex A unless:
 - 15.1.1. the Contractor has submitted a proposal to the ITB Authority through the Contracting Authority, with respect to the alteration; and
 - 15.1.2. the ITB Authority through the Contracting Authority has given written approval to the Contractor and requested the Contracting Authority to amend the Contract accordingly.
- 15.2. The Contractor may propose alterations to or substitutions for any of the Transaction(s) listed in Annex A, and the ITB Authority may accept these requests provided that in the judgment of the ITB Authority:
 - 15.2.1. the circumstances requiring the change are exceptional and likely to result in undue hardship upon the Contractor if a change is not made;
 - 15.2.2. the Obligations of these Terms and Conditions are maintained i.e. those related to overall ITB, VP, Regional and SMB;
 - 15.2.3. the proposed alterations or substitutions meet the eligibility criteria stated in these Terms and Conditions;

15.2.4. the proposed substitute Transaction is not less than the Transaction to be replaced as to the level of technological sophistication of the work to be performed, the CCV, and the extent to which it meets the original Acquisition VP Proposal submitted by the Contractor in its bid submission. For greater clarity, a Transaction in one VP evaluation criteria area must be replaced by a new Transaction under the same VP evaluation criteria area; and,

15.2.5. the proposed substitute Transaction would not have lowered the Contractor's VP score as determined in the original selection process.

15.3. Mutual Abatement and Trading

15.3.1. Mutual Abatement is the reduction of the Contractor's Obligation in exchange for the reduction of a Canadian Company's obligations to a foreign offset authority and is not permitted. Trading of Obligations, or of Credits, is also not permitted.

16. VERIFICATION AND ACCESS TO RECORDS

16.1. The Contractor will implement the procedures and practices as described in the ITB management Plan.

16.2. The Contractor will keep proper records and all documentation relating to the Transactions attached to this Contract, including invoices and proof of payments. The Contractor will not, without the prior written consent of the ITB Authority, dispose of any such records or documentation until the expiration of two (2) years after final payment under this Contract, until settlement of all outstanding claims and disputes, or the end of the Achievement Period, whichever is later.

16.3. All such records and documentation will, during the aforementioned retention period, be open to verification, inspection and examination by the ITB Authority, through access at reasonable times, and within sixty (60) calendar days of being notified by the ITB Authority. The Contractor will obtain similar undertakings in the subcontracts of all Eligible Donors and arrange for the same in respect of work performed by such Eligible Donors for which ITB Credits are claimed.

16.4. Where, subsequent to the verification action taken pursuant to this Article, the ITB Authority determines that the records are insufficient to verify the Contractor's achievements in respect of any ITB Obligation or Commitment, the Contractor will provide such additional information as may be required by the ITB Authority.

16.5. Where it cannot be verified that a Transaction has been achieved as claimed, that portion of the Transaction which cannot be verified will be considered as not having been achieved and the ITB Authority will give notice to the Contractor of the Shortfall through the Contracting Authority.

16.6. If the ITB Authority determines that a significant deficiency in the Contractor's

achievements exists such that the ITB Authority believes that the Contractor will not meet its Obligations, the ITB 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 the deficiency. The Contractor will submit its proposal within sixty (60) calendar days of receipt of such notice. If the proposal is not provided within this time period or is not acceptable to the ITB Authority, the ITB Authority may request the Contracting Authority to terminate the Contract.

17. CONFLICT RESOLUTION

- 17.1. The ITB Authority and the Contractor acknowledge that they have entered into a long-term relationship, with the goal that the Contractor achieves the Obligations and Commitments stated herein, delivers long-term economic benefits to Canada and carries out these Terms and Conditions.
- 17.2. Guiding this long-term relationship are common values and approaches, such as mutual accountability, open communication, mutual respect and effective collaboration. The relationship will involve officials at the project level (ie ITB and contract managers) and at the management level (ie Departmental and Executive officials). Discussions will be frequent and ongoing over the life of the Contract.
- 17.3. In the event that a disagreement arises between the ITB Authority and the Contractor regarding an ITB matter, each party will bring their concerns forward to the other for discussion and resolution. Parties are encouraged to raise concerns first at the project level. Should discussions at the project level fail to resolve the issue, the parties are then encouraged to engage at the management level. If these discussions fail to reach a satisfactory resolution, either party is then free to make use of the broader dispute resolution process outlined in Article 26 of the Contract.

18. REMEDIES

- 18.1. The long-term relationship between the Contractor and ITB Authority is supported by several processes aimed at promoting regular, ongoing engagement between the two parties. These processes include the Transaction identification and achievement schedules outlined in Article 3.1.4 and 3.1.5 and the annual reporting process outlined in Article 4. Taken together, these and other monitoring measures are aimed at encouraging positive engagement, use of best practices and the successful completion of the Contractor's Obligations in this contract.
- 18.2. Notwithstanding the terms of this Contract that provide remedies in the event of default by the Contractor, one or more of the following remedies may be exercised in the event of default under these Terms and Conditions. Some or all remedies may apply, but combined will not exceed 10 percent of the overall Contract Price. In the event of a default by the Contractor of its obligations pursuant to these Terms and Conditions, the remedies contained in this Article are in addition to, and not in substitution for, any remedies provided elsewhere in the Contract.

18.3. Holdback/Stop Payment

- 18.3.1. If the Contractor has failed to meet any of its Obligations contained in Article 3.1.4 to 3.1.5, the ITB Authority will notify the Contractor in writing, through the Contracting Authority, of such deficiency and Canada may apply a holdback (the Holdback) from any claim for payment then due or payable under the Contract.
- 18.3.2. With respect to the Holdback, a cure period of sixty (60) calendar days (the Cure Period), beginning on the date of notification by the ITB Authority, will apply before the Holdback takes effect.
 - 18.3.2.1. Within the Cure Period, the Contractor may take corrective action by providing to the ITB Authority a corrective action plan to remedy the deficiency. If the plan is accepted by the ITB Authority, no Holdback will be made.
 - 18.3.2.2. If, after the Cure Period, the plan has not been delivered, or if delivered, has not been accepted pursuant to Article 18.3.2.1, then 10 percent of subsequent claims for payment will be withheld.
 - 18.3.2.3. The Holdback will accrue until it reaches the amount of the deficiency, or until the Contractor submits a plan that is approved by the ITB Authority, whichever occurs first.
- 18.3.3. The Holdback will be released progressively as the deficiency is extinguished. During the Holdback period, the ITB Authority will confirm the amount of Credits achieved and/or Transactions identified within a reasonable amount of time from when the claims or proposed Transactions are submitted by the Contractor. The corresponding amount of the Holdback will be released when the next payment under the Contract is made.

18.4. Liquidated Damages

- 18.4.1. If the Contractor fails to achieve any of the Obligations in Article 3.1.1 and 3.1.3 by the end of the Achievement Period, after taking into account the provisions of Article 6, Canada may in its sole discretion elect to require the Contractor to pay to Canada as liquidated damages 10 percent of the total deficiency, less the amount of any Holdback.
 - 18.4.1.1. In the event that a deficiency is comprised of more than one of the Obligations in Articles 3.1.1 and 3.1.3 the Contractor will be liable only for the deficiency that arises under the Obligation that results in the highest liquidated damages.
- 18.4.2. If the Contractor fails to achieve any of the VP Obligations in Article 3.1.2 by the end of the Achievement Period, after taking into account the provisions of Article 6, Canada may in its sole discretion require the Contractor to pay to Canada as

liquidated damages 20 percent of the total deficiency, less the amount of any Holdback retained.

18.4.2.1. In the event that a deficiency is comprised of more than one of the VP Obligations in Articles 3.1.2, the Contractor will be liable in respect to Article 18.4.2 under all deficiencies on an additive basis.

18.4.3. The obligation of the Contractor to pay liquidated damages, if such obligations exist, pursuant to Article 25 of the contract, will be triggered by notice by either the Minister or the Deputy Minister of Public Services and Procurement to the Contractor, stating that the Contractor is in default under the Contract for failure to achieve the ITB Commitments within the Achievement Period and that Canada is demanding payment of liquidated damages in accordance with this Article.

18.5. Contract Termination

18.5.1. Default by the Contractor - In the event that this Contract is terminated for default pursuant to Section 31 of General Conditions 2030, the ITB Authority will notify the Contractor, and the Contractor will identify Transactions equal to 100 percent of the value of Contract revenue earned by the date of termination.

18.5.1.1. The Contractor will then, in its sole discretion, elect either:

- To take action to achieve all identified Transactions with 1 year; or,
- To pay Canada as liquidated damages the amount calculated in accordance with Article 18.4, less the amount of any Holdback, after taking into account the provisions of Article 6.

18.5.1.2. For the purposes of Article 18.5.1.1, the deficiency, shall be calculated on the basis of the funds earned by the Contractor from Canada up to the date of termination of the Contract.

18.5.1.3. The parties agree that Canada's right under Section 31 of General Conditions 2030 to terminate the Contract for default shall not apply to a failure to meet the Contractor's Obligations under these Terms and Conditions, unless the Contractor fails or neglects, within sixty (60) days of the ITB Authority's demand to do so, to satisfy any of the material Obligations listed below:

- Pay the liquidated damages amounts required by Article 18.4; and
- Satisfy its VP Obligations described in Article 3.1.2.

18.5.1.4. The Parties agree that: the obligations contained in Article 18.5.1.3 constitute material Obligations under the Contract; and, the Obligations contained in Article 18.5.1.1 shall survive termination of the Contract.

18.5.2. Termination for Convenience - In the event that this Contract is terminated for convenience pursuant to Section 32 of General Conditions 2030, the Contractor will have no further Obligations or liabilities under these Terms and Conditions, including any liabilities arising from VP Obligations. In the event of partial termination of the Contract under Sections 11, 31 and 32 of General Conditions 2030, the Contractor will be released from the terminated portions of the Obligations and from the provisions of Article 3 as it relates to such terminated portions.

18.6. Letter of Credit

18.6.1. In the event that the Contractor has not completed its Obligations at the time of completing the Work under the Contract and being entitled to receipt of the final milestone payment from Canada, the Contractor may be required to provide Canada a guarantee for the completion of the Obligations prior to the expiration of the Achievement Period in the form of a letter of credit. The letter of credit will be in the amount of monies that would be owing by way of liquidated damages should the Contractor not achieve any further Credits after the date of the final milestone payment.

18.6.2. The letter of credit will be:

- issued by a financial institution which is a member of the Canadian Payment Association;
- in form and substance satisfactory to the ITB Authority;
- solely at the cost of the Contractor;
- abated as set forth below;
- unconditional and irrevocable; and,
- subject to the Uniform Customs and Practice for Documentary Credits, as set out in Publication No. 600, July 2007.

18.6.3. The letter of credit will remain in force until the earliest of:

- the achievement of the Obligations; and
- six months following the submission of the ensuing final annual report at which time the letter of credit will be abated in full and will be returned by Canada to the Contractor. Provided that if the Obligations have not been achieved, Canada will draw down on the letter of credit in the amount of the outstanding Obligations prior to returning it to the Contractor.

18.6.4. The obligation of the financial institution to pay under the letter of credit will be triggered by notice executed by the Contracting Authority to the issuing bank, stating that the Contractor is in default under the Contract for failure to achieve the Obligations within the Achievement Period, that Canada has made a demand by notice for payment of liquidated damages in accordance with the liquidated damages articles and that the Contractor has failed to pay Canada such liquidated

damages. No other event will trigger payment under the letter of credit.

- 18.7. If, during the term of the Contract, a change in the Work is initiated by Canada which results in the Contractor no longer being able to source from a Canadian Company and, as a consequence, Obligations may not be met, the Contractor will immediately notify the ITB Authority through the Contracting Authority. The Contractor will fully describe the issue and 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. In such instances, the Obligations shall be reduced to the extent the CCV associated with the change differs from the CCV of the original Work. Notwithstanding the foregoing, the Obligation in Article 3.1.1 will remain, that is, the Contractor must achieve not less than 100% of the Contract Price in CCV or the total value of all Transactions identified in the Proposal, whichever is higher.
- 18.8. The Contracting 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 Canada to the Contractor, any amounts owing under this Contract.
- 18.9. 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 the Contract by the Contractor.
- 18.10. Actual damages which would be sustained by Canada in the event of a breach by the Contractor of the Obligations in 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.

19. CHANGES TO THE PLANS

- 19.1. The Contractor may propose revisions to the Plans. Any proposed revisions must be agreed to by the ITB Authority in writing. Revisions will be incorporated into this Contract by administrative amendment, executed by the Contracting Authority.

20. RESPONSIBILITIES OF THE PARTIES

- 20.1. The award of this Contract to the Contractor resulted from a procurement process in which the Contractor committed to fulfill the Obligations set out in Article 3, Statement of Obligations.
- 20.2. It is the responsibility of the Contractor to ensure that it can complete the Transactions and that these are not limited by applicable laws, regulations, policies or standards.

21. COMPLIANCE WITH THE *LOBBYING ACT*

- 21.1. The Contractor represents, warrants and undertakes that it and other Eligible Donors are and will remain in compliance with Canada's *Lobbying Act* with respect to these Terms and Condition

22. CONTINGENCY AND/OR SUCCESS FEES

- 22.1. The Contractor represents warrants and undertakes that neither it nor an Eligible Donor will make or agree to make any payment to an individual, company or entity that is contingent on the approval of Credit by the ITB Authority under these Terms and Conditions or upon the entity's success in arranging meetings with public office holders.
- 22.2. The ITB Authority acknowledges that the Contractor, for the purposes of making the representation and warranties in Articles 21.1 and 22.1 on behalf of the Eligible Donors, has relied on a representation provided by each of them to it.

23. LIST OF APPROVED ELIGIBLE DONORS

- 23.1. The Eligible Donors to this Contract include the companies and coordinates listed below:

[List to be included at contract award]

ANNEX A – VALUE PROPOSITION COMMITMENTS, PLANS AND TRANSACTIONS

Value Proposition (VP) Commitments – to be referenced from Contractor’s Proposal. Includes international export strategy.

Plans – to be referenced from Contractor’s Proposal

Transactions – a detailed list and tabular chart to be attached, based on the Contractor’s Proposal and then updated throughout the Achievement Period.

Transaction # and Version	Title	Description	Donor	Recipient	CCV\$
					<i>Sub-totals for direct, indirect, regional, SMB and VP criteria</i>

ANNEX B –TEMPLATE – TRANSACTION SHEET

(Electronic copy available from ITB Authority)

OVERVIEW

Title and Number:

Date of Submission: Tranche: (1/2/3)

CONTRACTOR INFORMATION

Canadian Procurement Project:

Company Name:

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

DONOR

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

NAICS code (See NAICS website -

<http://www23.statcan.gc.ca/imdb/p3VD.pl?Function=getVDPPage1&TVD=118464>)

Description of Core Capabilities

Tier Level

of employees

RECIPIENT

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/Country/Postal Code

NAICS code

Description of company and core capabilities

Description of Transaction quality and impact on Recipient

Number of Employees

Small and Medium Business?

VALUATION AND TIME PHASING

Total value of Transaction (or initial investment):

CCV percent of Recipient:

Estimated Future Sales, if applicable:

Multiplier, if applicable:

Total CCV \$ of Transaction:

[Time Phasing Chart by period and region on excel template]

DETAILS OF TRANSACTION

Type of Transaction:

Direct (y/n) Indirect (y/n)

Pooled Transaction (y/n)

Bank Transaction (y/n)

Description of Transaction:

Value Proposition (VP) Activity (y/n)

Defence Related (y/n/dual use)

R&D Activity (y/n)

SMB Activity (y/n)

Export activity related to international export strategy (y/n)

Description/justification for VP classifications above:

(Provide clear information on how Transaction meets the VP criteria above. Attach any supporting documentation)

Activity Type: (Purchase/Consortium/Post-secondary Investment/Investment Framework / General Investment/Technology Transfer/Venture Capital Fund)

Business Activity Type:

Ammunition and other Munitions/Missiles and Rockets/Firearms and other Weapons/Space/Airborne Electro Optical, Radar, Sonar, Sensor, Fire Control, Countermeasures/Land based or Man Portable Electro Optical, Radar, Sonar, Sensor, Fire Control, Countermeasures/Airborne Communications and Navigation/Land-based or Man Portable Communications and Navigation/Naval Shipborne Systems/Naval Ship Fabrication/Naval Ship Maintenance, Repair and Overhaul/Combat Vehicles/Combat Vehicles Maintenance, Repair and Overhaul/ Aircraft Fabrication/Aircraft Maintenance, Repair and Overhaul/Unmanned Aerial Systems/ Vehicles/Simulation Systems for Aircraft/Simulation Systems for Naval Vessels/Simulation Systems for Land Vehicles or Other/Live Personnel and Combat Training Services/Troop Support/Other (specify)

Federal Supply Class (FSC) Code:

(see FSC Website: <http://www.dlis.dla.mil/H2/search.aspx>)

Investment Framework Details (if applicable)

Allowable investment type: (Cash grant/Cash purchase of shares/Licence for IP/Transfer of Equipment/Transfer of Software/Transfer of Systems/Loan of employee for technical/managerial support/Loan of employee for marketing/sales support/Licence for brand or trademark

Type of R&D or Commercialization Activity:

(cite item from definitions in Article 2)

Business plan

(attach, using template in Annex D)

Valuation documentation included

- o Copy of draft legal agreement or signed certificate (cash)

- Valuation report (in-kind)

CONSORTIUM MEMBER (if applicable)

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

ELIGIBILITY CRITERIA**Causality:**

(For Indirect Transactions, insert detailed causality statement here and attach causality certification)

Eligible Donor:

(For all Transactions, briefly describe here how the donor meets the Eligible Donor criteria and attach Eligible Donor certification, if applicable)

Incrementality:

(For Indirect Transactions, complete and attach incrementality information and supporting documentation)

Timing

(For all Transactions, briefly describe here how the Transaction meets the timing criteria)

OTHER

Government Assistance or Participation in Transaction: *(describe the date and details of any assistance provided – either to the specific activity, the Eligible Donor, or the Recipient – from any level of government in Canada)*

Other – Canadian content value (CCV) Overview

(For all Transactions, indicate here which CCV calculation method was used)

Other – Level of Technology

(For indirect Transactions, briefly describe here how the level of technology is the same or higher than that of the project)

SIGNATURES

By signing below, the undersigned party, as a representative of (*donor company*), attests that the information included in and attached to this document is complete and accurate to the best of our knowledge, and can be relied upon by the ITB Authority for the purposes of compliance monitoring.

Signature

Date

Name and Title

Instructions on Transaction Sheets

1.1.1. Instructions for Transaction sheets:

1.1.1.1. Transaction Overview

- Title (*provide a brief title identifying the activity*)
- Number (*assign a unique number, in simple, sequential order, for reference purposes*)
- Date Transaction submitted
- Tranche (*the Proposal is tranche 1*)

1.1.1.2. Contractor contact information (*information regarding the proposed Contractor on the Project*)

1.1.1.3. Donor company information

1.1.1.4. Recipient information: Notes: *i) the company description should include locations, business history and core capabilities; ii) see Article 7.1.5 of the Terms and Conditions for other Recipient requirements.*

1.1.1.5. Valuation and time phasing (*specify the overall CCV values as applicable, plus the detailed commitment schedule broken out by 12 month periods, which mirror the Reporting Periods*)

- For the purposes of the evaluation process, the multiplied or enhanced value of a proposed Transaction involving a credit multiplier, future sales achievement or CCV enhancement, as described in Article 6 of the Terms and Conditions, will not be considered. Only the face value of the initial investment, or the estimated CCV, in the proposed Transaction will be considered. Any multiplied credit values, future sales achievements or enhanced CCV will be counted after the Effective Date of the Contract.

1.1.1.6. Details of Transaction

- Type of Transaction (*direct or indirect, pooled, banked*)
- Description of Transaction (*provide a detailed description of the proposed activity, including: nature of work; location of work in Canada, estimated quantities and timelines; any end-use market, platform or program; and, other relevant information*)

- VP activity (*yes or no*)
 - Defence Related (*yes, no or dual-use*)
 - R&D Activity (*yes or no*)
 - SMB (*yes or no*)
 - Export Target Market (*yes or no*)
- Description/justification for VP classifications above (*clearly demonstrate and document alignment with VP requirements*)
- Activity type (*purchase, investment*)
- Business activity type (*aircraft fabrication, electro-optical*)
- Federal supply class (FSC) Code (*website reference provided on template*)
- Investment framework details (*if applicable*)
 - Allowable investment type (*cash grant, cash share purchase, in-kind IP, transfer equipment, marketing support*)
 - Type of R&D or commercialization activity (*test analysis, applied research, business planning, feasibility studies*)
 - Business Plan included (*template in Annex D of Terms and Conditions*)
 - Valuation documentation included (*agreement or in-kind valuation report, as appropriate*)

1.1.1.7. Consortium member information (*if applicable*);

1.1.1.8. Transaction eligibility criteria (*be as specific and detailed as possible in addressing how a proposed Transaction meets each eligibility criteria, which are outlined in the ITB Terms and Conditions. Guidance is provided in the Transaction sheet template. Include all details and documentation in the Proposal*)

1.1.1.9. Other

- Canadian government assistance (*describe the date and details of any assistance provided -- either to the specific activity, the Eligible Donor, or the Recipient -- from any level of government in Canada*)

1.1.1.10. Signature (*an authorized official at the Bidder's or proposed eligible donor's company*)

Protected B (when completed)

**CERTIFICATE OF CAUSALITY -
INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB)**

WHEREAS the ITB policy requires that, as evidence of causality, the Contractor shall provide a detailed statement on causality and submit a signed certificate of causality as supporting evidence to the ITB Authority;

NOW THEREFORE, I _____, in my capacity as a senior officer of the (*donor company*), do hereby declare and certify as follows:

- i) I am aware of the meaning of causality, as outlined in the Terms and Conditions;
- ii) The information contained in the Transaction sheet(s) appended herewith provides a detailed statement on causality, which outlines the steps and timelines involved in the decision about a procurement or investment activity and which clearly shows the link between the steps and decision on a business activity and Canada's ITB or IRB policy;
- iii) The information contained in the Transaction sheet(s) appended herewith, is to the best of our knowledge and ability complete, true and accurate;
- iv) Failure to provide a detailed statement on causality and this certificate may result in the Transaction being rejected pursuant to the Terms and Conditions. Provision of this causality information should not be seen as limiting the discretion of the ITB Authority in decisions related to the eligibility of specific Transactions submitted for approval.

IN WITNESS THEREOF THIS CERTIFICATE OF CAUSALITY HAS BEEN SIGNED THIS _____ DAY OF _____ BY THE SENIOR OFFICER WHO IS DULY AUTHORIZED IN THAT BEHALF.

SIGNATURE

NAME AND TITLE OF SENIOR OFFICER

AT: _____

Project and Transaction number(s): _____

Title(s): _____

Recipient Company(ies): _____

INCREMENTALITY CHECKLIST

For Indirect Transactions, complete this checklist and attach supporting documentation

Incremental work is the purchase of a good or service that represents new or additional purchases from a Canadian supplier. These new or additional purchases may take various forms. They may involve:	Please check the appropriate box
i) purchase of a new product or service from a new Canadian supplier on an Indirect Transaction	Written statement attesting the Canadian Recipient is a new supplier + Purchase Order (or PO equivalent if the order has not taken place)
ii) purchase of a new product or service from an existing Canadian supplier on an Indirect Transaction	Written statement attesting the product/service has not previously been purchased + Purchase Order (or PO equivalent if the order has not taken place)
iii) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but which involves a new application or end use of the product (see example below)	Written statement detailing the new application or end use of the product/service + New part number (where applicable) + Purchase Order (or PO equivalent if the order has not taken place)
iv) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but where there has been a new competitive process to re-select the supplier	Written statement detailing the Request for Quote (or equivalent) proving a new competition has taken place + Purchase Order (or PO equivalent if the order has not taken place)
v) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but where none of the above circumstances apply. (in these cases, a three-year average of previous purchases will be calculated, based on the three years immediately preceding the date of identification of the Transaction to the ITB Authority, and Credit may be awarded on those purchase amounts which exceed the three year average, in each of the ensuing Reporting Periods)	Written statement detailing the three-year average calculation
vi) other: _____	Written statement detailing the activity + other evidence
<i>An example of a new application or end use: The Contractor has previously purchased military tripods from a Canadian supplier that mount to Gun A for sale to Country A. The new application or end use could be the purchase of the same military tripods from the Canadian supplier, but instead of mounting to Gun A for sale to Country A, they are mounted to Gun A for sale to Country B, or they are mounted to Gun B for sale to Country B.</i>	<i>The ITB Authority at its discretion will determine if the proposed Transaction is incremental taking the information provided into account.</i>

**CERTIFICATE OF ELIGIBLE DONOR
INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB)**

WHEREAS the ITB policy requires Transactions be undertaken by an Eligible Donor, as outlined in the Terms and Conditions;

AND WHEREAS, the ITB policy requires that when a proposed Eligible Donor is a Canadian Company with less than 500 employees, it has the capacity to undertake Obligations with respect to this Contract;

NOW THEREFORE, I _____, in my capacity as an officer of (*Canadian Company name*), do hereby declare and certify as follows:

- i) I am familiar with Canada's ITB policy, goals and objectives.
- ii) I am aware of the meaning of Eligible Donor, as defined in Article 8 of the Terms and Conditions;
- iii) I understand and accept the responsibilities associated with acting as an Eligible Donor and strategic partner in the delivery of the Obligation on the (*insert project name*) project. These responsibilities may include sharing a portion of the Obligation, remedies, planning and undertaking Direct and Indirect Transactions, record keeping and supporting the prime contractor in the areas of annual reporting and verification.
- iv) My company has the capability and resources to undertake the role of Eligible Donor on this project.
- v) Failure to provide a certificate of Eligible Donor may result in the proposed Transaction being rejected pursuant to the Terms and Conditions. Provision of this certificate should not be seen as limiting the discretion of the ITB Authority in decisions related to the overall eligibility of specific Transactions submitted for approval.

IN WITNESS THEREOF THIS CERTIFICATE OF ELIGIBLE DONOR HAS BEEN SIGNED
THIS _____ DAY OF _____ BY THE SENIOR OFFICER WHO IS
DULY AUTHORIZED IN THAT BEHALF.

SIGNATURE

NAME AND TITLE OF OFFICER

AT: _____

ANNEX C – TEMPLATE - ANNUAL REPORT

(Electronic copy available from ITB Authority)

Protected B (when completed)

GENERAL INFORMATION

Project Name:
Contractor Name:
Reporting Period:
Date of Report
ITB Manager:
Currency
Contract Award Date
Total # of Reporting Periods
Reporting Period # and dates

CONTRACTUAL OBLIGATIONS

Total Obligation:
Direct:
SMB:
Atlantic
N Ontario:
Ontario
Quebec
West
North

PART A – Overview

An overview and status of Work on the Project:

Please provide a very high level overview of the project over the past year, including any annual report highlights and the project schedule. Proposed length of response is 5-10 lines.

Progress Payments:

Please provide a brief written overview of the progress payment activities since contract award. Proposed length of response is 5-10 lines. In addition, please populate the Progress Payments Tab below.

[Progress Payments chart on excel]

Plans:

Please provide an overview of any substantive changes to the Plans, including changes to ITB officials working on the project. Please indicate if no changes are proposed. Proposed length of response is 5-10 lines.

Value Proposition (VP) Overview:

Please provide a detailed overview of each VP Commitment and related activity during the Reporting Period, along with a cumulative summary of the achievement status of each. Proposed length of response is 4-5 lines for each item, accompanied by the documentation as indicated.

International export strategy:

Please provide an update on the international export strategy, including details on the progress of target market activities and documentation demonstrating that the four capacity to export conditions remain in place, as outlined in Article 4.1.5. Proposed length of response is 4-5 lines for each item, accompanied by the documentation as indicated.

PART B, C and D – Transactions

Please fill in all of the information requested in a chart format.

PART E – Additional Information

SMB and Regional Development Activities:

Please provide an overview of the activities that were undertaken on this project with Small and Medium size Businesses. Include highlights of work activities undertaken during this period. Proposed length of response is 5-10 lines.

New, Changed or Cancelled Transactions:

Please provide a brief overview of any changes (listed by Transaction) including any cancelled, new or altered Transaction in the last Reporting Period. Ensure these changes are reflected in the Transaction Tab by highlighting in red all changes indicated below. Proposed length of response if dependent on the number of applicable Transactions.

Certificate of compliance:

Submission of this annual report should be accompanied by the completed and signed certificate of compliance. The template is available below.

Certificate of compliance
For Annual Reporting Purposes

WHEREAS Her Majesty the Queen in right of Canada as represented by the Minister of Public Services and Procurement 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 (CCV) of Transactions and compliance with the *Lobbying Act*, the Contractor will submit a certificate of compliance to that effect to the ITB Authority;

NOW THEREFORE, The Contractor declares and certifies as follows:

- The information contained in the documents appended herewith, which applies to the reporting of the Transaction periods, is to the best of our knowledge and ability complete, true and correct;
- The information contained in the documents appended herewith is compliant with information contained in certificates of compliance submitted to the Contractor by other Eligible Donors;
- The CCV shown in documents appended herewith have been determined in accordance with Article 9 of the Contract;
- The Contractor and all other Eligible Donors are, subject to Article 22.2, in compliance with Canada's *Lobbying Act* with respect to this Contract.

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

SIGNATURE

NAME AND TITLE OF SENIOR COMPTROLLER

AT: _____

ANNEX D – IF BUSINESS PLAN TEMPLATE

(Electronic copy available from ITB Authority)

The IF business plan describes the proposed IF project, details the specific activities, goals and duration, outlines how an investment will be used by the SMB, includes a market assessment and provides company information.

Template IF Business Plan
<i>Protected B (when completed)</i>
IF Transaction title:
Donor:
SMB Recipient:
Date:
Description of IF activity: <i>Provide a detailed description of the IF activity, including but not limited to: specific activities to be undertaken; goals; duration; value of the investment and how it will be used by the SMB; the anticipated impacts/outcomes for the SMB; and key IF activity assumptions and risks.</i> <i>Anticipated length: 8-10 paragraphs.</i>
Market Assessment: <i>Provide an outline of the opportunity, market size, key competitors, sales strategy and the donor/SMB Recipient's competitive advantage.</i> <i>Anticipated length: 3-5 paragraphs</i>
Company profile of SMB: <i>Provide a description of the SMB's operations, product lines, corporate structure and ownership.</i>

Anticipated length: 2-3 paragraphs + organizational chart

Certification and signatures

WHEREAS the ITB policy requires that a proposed IF Transaction be accompanied by a business plan outlining the IF activity in detail;

NOW THEREFORE, we the undersigned, in our capacities as senior officers at the Donor and SMB Recipients, do hereby declare and certify that the information included in and attached to this business plan is complete, accurate and can be relied upon by the ITB Branch for the purposes of monitoring the compliance of the proposed IF Transaction.

IN WITNESS THEREOF THIS CERTIFICATION HAS BEEN SIGNED THIS _____ DAY OF _____, 20____ BY A SENIOR OFFICER WHO IS DULY AUTHORIZED IN THAT BEHALF.

Donor

Signature

Name and Title of Senior Officer

SMB Recipient

Signature

Name and Title of Senior Officer

TASK AUTHORIZATION
AUTORISATION DES TÂCHES

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat
		Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	TO THE CONTRACTOR You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. À L'ENTREPRENEUR Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.	
Delivery location – Expédiez à		
Delivery/Completion date – Date de livraison/d’achèvement	Date	for the Department of National Defence pour le ministère de la Défense nationale
Contract item no. N° d'article du contrat	Services	Cost Prix
		GST/HST TPS/TVH
		Total
APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.		
for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

PWSC Contract No. _____		Periodic Usage Report (Authorized Tax) for the period from _____ to _____									
5	Authorized TA Number	Authorized on	Total Estimated Cost (Applicable Tax) before any revisions	Authorized Revisions		Authorized on		Authorized Revisions		Authorized on	
6				TA Revision Number		TA Revision Number		TA Revision Number		TA Revision Number	
7				Authorized on	Increase or Decrease	Total	Authorized on	Increase or Decrease	Total	Authorized on	Increase or Decrease
8											
9	1	December 11, 2017	\$15,000.00	January 1, 2018	\$0.00	\$15,000.00	July 15, 2017	\$0.00	\$15,000.00		
10	2	December 11, 2017	\$15,000.00	January 1, 2018	\$0.00	\$15,000.00	July 15, 2017	\$0.00	\$15,000.00		
11	3	February 5, 2018	\$20,000.00	March 18, 2018	-\$3,000.00	\$16,000.00		\$0.00	\$16,000.00		
12			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
13			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
14			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
15			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
16			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
17			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
18			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
19			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
20			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
21			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
22			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
23			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
24			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
25			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
26			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
27			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		

ANNEX F: Sample MS Office Excel Spreadsheet for Periodic Usage Reports- Contracts with TAs

PWSC Contract No. _____		Periodic Usage Report (Authorized Tax) for the period from _____ to _____									
5	Authorized TA Number	Authorized on	Total Estimated Cost (Applicable Tax) before any revisions	Authorized Revisions		Authorized on		Authorized Revisions		Authorized on	
6				TA Revision Number		TA Revision Number		TA Revision Number		TA Revision Number	
7				Authorized on	Increase or Decrease	Total	Authorized on	Increase or Decrease	Total	Authorized on	Increase or Decrease
8											
9	1	December 11, 2017	\$15,000.00	January 1, 2018	\$0.00	\$15,000.00	July 15, 2017	\$0.00	\$15,000.00		
10	2	December 11, 2017	\$15,000.00	January 1, 2018	\$0.00	\$15,000.00	July 15, 2017	\$0.00	\$15,000.00		
11	3	February 5, 2018	\$20,000.00	March 18, 2018	-\$3,000.00	\$16,000.00		\$0.00	\$16,000.00		
12			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
13			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
14			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
15			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
16			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
17			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
18			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
19			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
20			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
21			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
22			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
23			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
24			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
25			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
26			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		
27			\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		

ANNEX F: Sample MS Office Excel Spreadsheet for Periodic Usage Reports- Contracts with TAs

Cell: B5
Comment: PWGSC-TPSGC:
The TA number appearing on the TA form

Cell: C5
Comment: PWGSC-TPSGC:
The date the task was authorized appearing in the Authorization section of the TA form

Cell: D5
Comment: PWGSC-TPSGC:
The total estimated cost (GST/HST extra) of the authorized task before any revisions appearing on the TA form

Cell: N5
Comment: PWGSC-TPSGC:
The total cost GST/HST extra, incurred by the Contractor in the performance of the work required specified in the authorized task (inclusive of any authorized revisions)

Cell: O5
Comment: PWGSC-TPSGC:
The total incurred cost GST/HST extra, invoiced by the Contractor for the authorized task (inclusive of any authorized revisions)

Cell: P5
Comment: PWGSC-TPSGC:
The total GST/HST amount invoiced by the Contractor for the authorized task (inclusive of any authorized revisions)

Cell: Q5
Comment: PWGSC-TPSGC:
The total amount, GST/HST included, paid by the Client for the authorized task (inclusive of any authorized revisions)

Cell: R5
Comment: PWGSC-TPSGC:
The date the Contractor started performing the work required specified in the authorized task (as last revised, as applicable)

Cell: S5
Comment: PWGSC-TPSGC:
The date the contractor estimates completing or, as applicable, completed, the required work specified in the task (as last revised, as applicable)

Cell: T5
Comment: PWGSC-TPSGC:
The percentage of the work required specified in the authorized task (as last revised, as applicable) completed

Cell: U5
Comment: PWGSC-TPSGC:
An explanation relative to the percentage entered in the "Active Status" column of this spreadsheet (as applicable)

Cell: E8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: H8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: K8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: E9
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: F9
Comment: PWGSC-TPSGC:
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form

Cell: G8
Comment: PWGSC-TPSGC:
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Cell: H8
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: I8
Comment: PWGSC-TPSGC:
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form

Cell: J8
Comment: PWGSC-TPSGC:
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Cell: K8
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: L8
Comment: PWGSC-TPSGC
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form
Cell: M8
Comment: PWGSC-TPSGC
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Summary of all Authorized TAs

B	C	D	E	F	G
Canada's Total Liability All TAs	Total Estimated Cost Authorized in all TAs, GST/HST extra	Total Cost Incurred, GST/HST extra - All TAs	Total Cost Invoiced, GST/HST extra - All TAs	Cumulative GST/HST Invoiced- All TAs	Total Amount Paid, GST/HST included - All TAs
\$700,000.00	\$42,000.00	\$16,695.60	\$15,395.60	\$769.78	\$11,540.20

3

4

Cell: B3

Comment: PWGSC-TPSGC:

The sum (GST/HST extra) specified in Contract clause (as last amended, as applicable): "Limitation of Expenditure - Cumulative Total of all Authorized TAs" or, as applicable, " Limitation of Expenditure - Portion of the Work - Cumulative Total of all Authorized TAs"

Cell: C3

Comment: PWGSC-TPSGC:

The total estimated cost, GST/HST extra, of all the TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: D3

Comment: PWGSC-TPSGC:

The total cost, GST/HST extra, incurred by the Contractor in the performance of the work required specified in all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: E3

Comment: PWGSC-TPSGC:

The total incurred cost, GST/HST extra, invoiced by the Contractor for all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: F3

Comment: PWGSC-TPSGC:

The cumulative amount of GST/HST invoiced by the Contractor for all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: G3

Comment: PWGSC-TPSGC:

The total amount, GST/HST included, paid by the Client for all TAs (inclusive of any revisions) authorized and issued under the Contract

Claim No.
N° de la demande

Contract Serial No.
N° de série du contrat

CERTIFICATE OF CONTRACTOR

I certify that:

- All authorizations required under the contract have been obtained. The claim is consistent with the progress of the work and is in accordance with the contract.
- Indirect costs have been paid for or accrued in the accounts.
- Direct materials and the subcontracted work have been received, accepted and either paid for or accrued in the accounts following receipt of invoice from supplier/subcontractor, and have been or will be used exclusively for the purpose of the contract.
- All direct labour costs have been paid for or accrued in the accounts and all such costs were incurred exclusively for the purpose of the contract;
- All other direct costs have been paid for or accrued in the accounts following receipt of applicable invoice or expense voucher and all such costs were incurred exclusively for the purpose of the contract; and
- No liens, encumbrances, charges or other claims exist against the work except those which may arise by operation of law such as a lien in the nature of an unpaid contractor's lien and in respect of which a progress payment and/or advance payment has been or will be made by Canada.

Contractor's Signature - Signature de l'entrepreneur

Check the box if the claim is being made with respect to advance payment provisions included in the basis of payment of the contract.

☐

This claim, or a portion of this claim, is for an advance payment.

I certify that:

- The funds received will be used solely for the purpose of the contract and attached is a complete description of the purpose to which the advance payment will be applied.
- The amount of the payment is established in accordance with the conditions of the contract.
- The contractor is not in default of its obligations under the contract.
- The payment is related to an identifiable part of the contractual work.

Contractor's Signature - Signature de l'entrepreneur

CERTIFICATES OF DEPARTMENTAL REPRESENTATIVES

Scientific/Project/Inspection Authority: I certify that the work meets the quality standards required under the contract, and its progress is in accordance with the conditions of the contract.

Inspection Authority (all other contracts): I certify that the quality of the work performed is in accordance with the standards required under the contract.

Signature of Scientific / Project / Inspection Authority
Signature de l'autorité scientifique ou responsable du projet / de l'inspection

PWGSC Contracting Authority: I certify that, to the best of my knowledge, the claim is consistent with the progress of the work and is in accordance with the contract. This claim, however, may be subject to further verification and any necessary adjustment before final settlement.

Contracting Authority Signature de l'autorité contractante

Client's Authorized Signing Officer - (must sign the interim claim): I certify that the claim is in accordance with the contract.

Client Signature du client

Client's Authorized Signing Officer - (must sign the final claim): I certify that all goods have been received and all services have been rendered, that the work has been properly performed and that the claim is in accordance with the contract.

Client Signature du client

ATTESTATION DE L'ENTREPRENEUR

J'atteste que :

- Toutes les autorisations exigées en vertu du contrat ont été obtenues. La demande correspond à l'avancement des travaux et est conforme au contrat.
- Les coûts indirects ont été réglés ou portés aux livres.
- Les matières directes et les travaux de sous-traitance ont été reçus, et le tout a été accepté et payé, ou encore porté aux livres après réception de factures envoyées par le fournisseur ou le sous-traitant; ces matières et ces travaux ont été ou seront utilisés exclusivement aux fins du contrat.
- Tous les coûts de la main-d'œuvre directe ont été réglés ou portés aux livres et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Tous les autres coûts indirects ont été réglés ou portés aux livres après réception des factures ou pièces justificatives pertinentes et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Il n'existe aucun privilège ni demande ou imputation à l'égard de ces travaux sauf ceux qui pourraient survenir par effet de la loi, notamment le privilège d'un entrepreneur non payé à l'égard duquel un paiement progressif et/ou un paiement anticipé a été ou sera effectué par le Canada.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Cocher la case si la demande est faite en rapport avec les dispositions relatives aux paiements anticipés qui se trouvent dans la base de paiement du contrat.

Cette demande, ou une partie de cette demande, est pour un paiement anticipé.

J'atteste que :

- Les fonds reçus ne serviront uniquement qu'aux fins du contrat; ci-joint est une description complète des fins auxquelles le paiement anticipé sera utilisé.
- Le montant du paiement est établi conformément aux conditions du contrat.
- L'entrepreneur n'a pas manqué à ses obligations en vertu du contrat.
- Le paiement porte sur une partie identifiable des travaux précisés dans le contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

ATTESTATIONS DES REPRÉSENTANTS DU MINISTÈRE

Autorité scientifique ou responsable du projet / de l'inspection :

J'atteste que les travaux sont conformes aux normes de qualité exigées en vertu du contrat et que leur avancement est conforme aux conditions du contrat.

Responsable de l'inspection (tous les autres contrats) : J'atteste que la qualité des travaux exécutés est conforme aux normes exigées en vertu du contrat.

Date (YYYY-MM-DD / AAAA-MM-JJ)

Autorité contractante de TPSGC : J'atteste, au meilleur de ma connaissance, que la demande correspond à l'avancement des travaux et est conforme au contrat. Toutefois, cette demande pourrait faire l'objet d'une autre vérification et de tout rajustement nécessaire avant le règlement final.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Signataire autorisé du client - (doit signer la demande provisoire) : J'atteste que la demande est conforme au contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Signataire autorisé du client - (doit signer la demande finale) : J'atteste que tous les biens ont été reçus, que tous les services ont été rendus, que tous les travaux ont été exécutés convenablement, et que la demande est conforme au contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

SOLICITATION No. W8476-145109/A

REQUEST FOR PROPOSAL (RFP)

AREA DETECTION AND IDENTIFICATION SYSTEM (ADIS) PROJECT

VOLUME 3

ADIS IN-SERVICE SUPPORT (ISS) RESULTING CONTRACT

Table of Contents

1	REQUIREMENT	3
2	STANDARD CLAUSES AND CONDITIONS	7
3	SECURITY REQUIREMENTS	7
4	TERM OF CONTRACT	8
5	AUTHORITIES	9
6	PAYMENT	11
7	METHOD OF PAYMENT	18
8	SACC MANUAL CLAUSES	20
9	DISCRETIONARY AUDIT	20
10	INVOICING INSTRUCTIONS	21
11	HOLDBACK/STOP PAYMENT AND LIQUIDATED DAMAGES – INDUSTRIAL AND TECHNOLOGICAL BENEFITS COMMITMENTS	21
12	CERTIFICATIONS	22
13	APPLICABLE LAWS	22
14	PRIORITY OF DOCUMENTS	22
15	DEFENCE CONTRACT	23
16	FOREIGN NATIONALS (CANADIAN CONTRACTOR)	23
16	FOREIGN NATIONALS (FOREIGN CONTRACTOR)	23
17	INSURANCE	23
18	CONTROLLED GOODS PROGRAM	23
19	QUALITY ASSURANCE – SACC MANUAL CLAUSES	23
20	SACC MANUAL CLAUSES	24
21	RELEASE DOCUMENTS – DISTRIBUTION	24
22	SHIPPING INSTRUCTIONS – DELIVERY AT DESTINATION	24
23	SOW REFERENCE DOCUMENTS	25
24	CONDITION OF MATERIAL	25
25	WARRANTY - GOODS	25
26	USE AND TRANSLATION OF WRITTEN MATERIAL	26
27	WORK SITE ACCESS	26
28	CANADIAN FORCES SITE REGULATIONS	26
29	GOVERNMENT SUPPLIED TECHNICAL DOCUMENTS	27
30	CHANGE TO THE WORK PROCESSES	27
31	LIQUIDATED DAMAGES (TO BE COMPLETED AT CONTRACT AWARD)	29
32	DISPUTE RESOLUTION (TO BE COMPLETED AT CONTRACT AWARD)	29

LIST OF ANNEXES

- Annex A – Statement of Work (SOW) – In-Service Support (ISS)
 - Appendix AA – Contract data Requirements List (CDRL)
 - Appendix AB – Data Items Description (DID)
- Annex B – In-Service Support Contract Deliverables Pricing List
- Annex C – Security Requirements Check List (SRCL)
- Annex D – ISS Industrial and Technological Benefits Terms and Conditions
- Annex E – DND 626 Task Authorization Form
- Annex F – Non Disclosure Agreement
- Annex G – Sample MS Office Excel Spreadsheet for Periodic Usage Reports – Contracts with Task Authorization
- Annex H – PWGSC Form 7139 Progress Report Mobile Repair Parties
- Annex I – PWGSC-TPSGC 1111 Form Claim for Progress Payment

THIS CONTRACT CONTAINS A SECURITY REQUIREMENT

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1 Requirement

1.1 Statement of Work (SOW)

1.1.1 The Contractor must perform the Work in accordance with the Contract including, but not limited to, Annex A, Statement of Work – ADIS In-Service Support, which includes, but is not limited to, repair, overhaul, modification, conversion, upgrade and / or reduction to spares and other support services for the equipment and associated components such as Technical Investigation and Engineering Services (TIES), Field Service Representative (FSR), Submission of reports, meetings, as appropriate, storage and parts provisioning.

1.1.2 Repair and Overhaul

Repair work will be conducted in accordance with, and on a Maximum Repair Cost (MRC) basis as detailed in, A-LM-184-001-/JS-001 Special Instructions Repair and Overhaul Contractors.

1.1.3 Repairable Beyond Economical Repair (BER)

The Contractor must reduce to spares those BER items, at the Contractor's plant or subcontractor's plant, when authorized to do so by the Technical Authority.

1.1.4 Spare Parts and Consumables

The Contractor grants Canada the right to purchase, on as and when required basis, during the life of the Contract, Spare Parts and Consumables. These orders shall be placed in accordance with Article 31, Change to the Work or Services Task Authorizations.

1.1.5 Contractor Furnished Spares

Should spares for the TIES or FSR work not be listed in the Catalogue of Spare Parts and Consumables, the Contractor shall be tasked to purchase these spares in accordance with Article 31, Change to the Work or Services - Task Authorizations.

1.2 Change to the Work or Services

1.2.1 At any time during the performance of the Work or Services, Canada may issue requests for changes to the Work or Services of the whole or any part of the Work or Services, if the changes are deemed by Canada to be consistent with the general intent of the Contract. Such changes can include additions, deletions or other revisions to the Work or Services.

1.2.2 A request for a change to the Work **or Services** will be provided in writing to the Contractor by the Contracting Authority or by the Requisition Authority. All the change request will be processed and authorized in accordance with the procedures provided at Article 31, Changes to the Work or Services.

1.3 Industrial and Technological Benefits (ITB) Obligations

The Contractor must achieve all the ITB Obligations in accordance with the schedule and commitments set out in Annex D – ISS ITB Terms and Conditions.

1.4 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates

stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before thirty (30) days prior to the Contract expiry date by sending a written notice to the Contractor.

1.5 Task Authorization

The administration of the Task Authorization process will be carried out by _____
(the applicable Department of National Defence designation will be identified at contract award). This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a DND 626, Task Authorization Form ("Task Authorization") as per Annex E DND 626 Task Authorization Form. The Work described in the Task Authorization shall be in accordance with the scope of the Contract.

The TA will be issued to the Contractor by e-mail (as an attachment) or facsimile. The original will follow by mail.

1. In order to establish a clear understanding of the work for each task, the Technical Authority and Contractor shall establish definitive statements for each of the following aspects of all tasks, prior to issuance of a Task Authorization:
 - (a) requirements;
 - (b) identification of Work Element # with reference to the Statement of Work (SOW);
 - (c) priority;
 - (d) expenditure limitation for the performance of the work;
 - e) labour hours by category;
 - (f) cost breakdown of the expenditure limitation, using the rates detailed in Annex B, In-Service Support Contract Deliverables Pricing List;
 - (g) other direct costs and material cost;
 - (h) task milestones with estimated activity and completion dates;
 - (i) acceptance criteria for the work; and
 - (j) the applicable basis(bases) and methods of payment as specified in the contract.
2. For quotes exceeding \$100,000.00 and/or longer in duration than 3 months, the Contractor may be requested to submit a completion plan identifying milestones against which progress can be measured as specified in the Statement of Work.
3. Following agreement of the Technical Authority and the Contractor on those aspects of the task described above, the Contractor will provide a quote of the proposed total estimated cost for performing the task and a breakdown of all applicable elements of cost established in accordance with the Basis of Payment specified in the Contract, including

labour hours by category, travel requirements outlining the number of trips and duration, personnel and other associated travel costs, other direct costs and materiel cost. This quote will be provided to the Technical Authority within ten (10) calendar days.

4. If the quote is approved, the Requisition Authority or the Contracting Authority, as applicable, will provide the Contractor with a Task Authorization.
5. The Task Authorization will contain the above-noted details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The Task Authorization will also include the applicable basis (bases) and methods of payment as specified in the Contract.
6. **Task Authorization Limit**

The Requisition Authority approves Task Authorizations where the aggregate Task Authorization value, including amendments, is below \$250,000, Applicable taxes included. The Requisition Authority will forward the Task Authorization or amendment directly to the Contractor with a copy to the Contracting Authority and Technical Authority. The Contracting Authority shall approve any Task Authorization, where the aggregate Task Authorization value, including amendments, is above \$250,000, Applicable taxes included. The Contracting Authority will forward the Task Authorization or amendment directly to the Contractor with a copy to the Requisition Authority and Technical Authority.
7. Amendments to the Task Authorization Form require completion of a DND 626 amendment form.
8. The Contractor must not commence work until an authorized Task Authorization (or DND 626 amendment form, as the case may be) has been received by the Contractor. The Contractor acknowledges that any work performed before a Task Authorization (or DND 626 amendment form, as the case may be) has been received will be done at the Contractor's own risk.
9. **Canada's Obligation - Portion of the Work - Task Authorizations**

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.
10. **Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations (inclusive of any revisions) authorized and issued under the Contract.

No later than fifteen (15) days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and the Requisition Authority, in an electronic spreadsheet (such as MSOffice Excel), a periodic usage report containing the data elements specified in the Reporting Requirement detailed below, in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and the Requisition Authority.

The reporting periods are defined as follows:

1st quarter: *(to be inserted at award)*;
2nd quarter: *(to be inserted at award)*;
3rd quarter: *(to be inserted at award)*; and
4th quarter: *(to be inserted at award)*.

A sample MSOffice spreadsheet containing the data elements contained in paragraphs (i) and (ii) below is provided in Annex G - Sample MS Office Excel Spreadsheet for Periodic Usage Reports - Contracts with Task Authorizations.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

(i) For each authorized task:

The data must contain the following data elements in the order presented:

- the Task Authorization number appearing on the Task Authorization form;
- the date the task was authorized appearing on the Task Authorization form;
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing on the Task Authorization form;
- the following information appearing on the Task Authorization form must be included for each authorized revision, starting with revision 1, than 2, etc:
 - the Task Authorization revision number
 - the date the revision to the task was authorized;
 - the authorized increase or decrease (Applicable Taxes extra);
 - the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced;
- the total amount paid, Applicable Taxes included;
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).

(ii) For all authorized tasks:

The data must contain the following data elements in the order presented:

- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes extra;
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any revisions;
and

- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes extra.

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* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2035 (**2016-04-04**), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

2.2 Supplemental General Conditions

The following supplemental general conditions apply to and form part of the Contract:

4001 (2015-04-01), Hardware Purchase, Lease and Maintenance
4002 (2010-08-16), Software Development or Modifications Services
4003 (2010-08-16), Licensed Software
4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information
4012 (2012-07-16), Goods - Higher Complexity

2.3 Non-disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex F and provide it to the Contracting Authority with a copy to the Technical Authority before they are given access to information by or on behalf of Canada in connection with the Work.

2.4 Deliverables

In addition to the disclosure obligation under Section 02 of the supplemental general conditions 4007, any Foreground Information must be fully disclosed and documented by the Contractor in the technical reports delivered by the Contractor to the Technical Authority under this Contract.

3 Security Requirements

1. The Contractor must, at all times during the performance of the Contract/Standing Offer, hold a valid **Facility Security Clearance at the level of SECRET, with approved Document Safeguarding and Production Capabilities at the level of SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC).
2. The Contractor personnel requiring access to 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/PSPC.

3. This contract includes access to **Controlled Goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of **Public Services and Procurement Canada** (PSPC).

4. The Contractor **MUST NOT** utilize its **Information Technology** systems to electronically process, produce or store any sensitive PROTECTED information until CISC/PSPC has issued written approval. After approval has been granted, these tasks may be performed at the level of **PROTECTED B**.

5. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISC/PSPC.

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

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

4 Term of Contract

4.1 Period of the Contract

The initial period of the Contract is for five (5) years from the date of Contract award.

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 five (5) additional three (3) year period(s) 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 Annex B, In-Service Support Contract Deliverables Pricing List. The exercise of this option(s) is completely at Canada's discretion and without in anyway limiting that discretion, Canada in making its decision to extend the period of the Contract, amongst other factors, may consider the performance of the Contractor in meeting its Value Proposition (VP) & Industrial and Technological Benefit (ITB) Obligations, as determined by the annual reports. Canada may also take into consideration whether or not the Contractor has maintained the level of activities/commitments required to meet the mandatory requirement at Annex D - ISS ITB Terms and Conditions (T&Cs).

4.2.2 Canada may exercise this option at any time by sending a written notice to the Contractor at least ninety (90) 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 Option Ninety (90) Days Period - Wind-Down

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to ninety (90) days under the same terms and conditions, including payment, as the then current period of performance. This option is solely for the completion of Work in Process (WIP) identified by the Contractor and accepted by Canada as being unable to be completed prior to the end of the Contract period. No new Work or Task Authorizations must be permitted or authorized within this option period. Canada is not required to utilize any or all of its options pursuant to Section 4.2 before exercising this wind-down option period.

4.4 Work-In Progress (WIP) Report

- 4.4.1 At least ninety (90) days prior to the end of the Contract period (including any extension or option period then in effect), the Contractor shall provide to the Procurement Authority (with a copy to the Contracting Authority) a complete list of all Work in Process (WIP) and Task Authorizations in progress, together with a description of the status for each, including percentage completed and estimated time to complete. Any WIP which the Contractor believes cannot be completed before the end of the then current Contract period must be specifically identified and the rationale as to why it cannot be completed must be explained.
- 4.4.2 For Work that is identified as not being capable of completion prior to the expected end of the Contract, The Contracting Authority will, at its discretion:
- (a) direct the Contractor to terminate such Work; or
 - (b) direct the Contractor to prepare to transition the work to a successor contract; or
 - (c) exercise the Wind-Down option, as provided in Section 4.3, and amend the applicable Task Authorization, if required, using the DND626 amendment form.

4.5 Non-exclusivity for Spare Parts Sales

- 4.5.1 From time to time opportunities to purchase the ADIS Contractor's sub-systems, ancillaries or spare parts from non-commercial organizations such as the NATO Maintenance and Supply Agency (NAMSA) or Cooperative Logistics (COLOG) may be available to DND.
- 4.5.2 DND reserves the right to make these purchases from these organizations without penalty from the Contractor throughout the life of the Contract.

5 Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Marlene Bitsene
Public Services and Procurement Canada (PSPC)
Services and Technology Acquisition Management Sector (STAMS)
Defence Science Projects Division - SL
11 Laurier Street, Place du Portage, Phase III, 11C1-71
Gatineau, QC
K1A 0S5

Telephone: (873) 469-4833
Facsimile: (819) 997-2229
E-mail address: marlene.bitsene@tpsgc-pwgsc.gc.ca

The Contracting Authority 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 Requisition Authority

The Requisition Authority for the Contract is:

(To be identified at contract award, if required)

The Requisition Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Requisition Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Requisition Authority however the Requisition Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Technical Authority

(To be identified at contract award, if required)

The Technical Authority named above 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 Technical Authority, however the Technical Authority 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 Industrial and Technological Benefits Authority

(To be identified at contract award, if required)

The Industrial Technological Benefits Authority means the Minister of Innovation, Science and Economic Development or any other person designated by that Minister to act on the Minister's behalf under the Contract and is responsible for evaluating, accepting, monitoring, verifying and crediting ITB, and for assessing the Contractor's ITB performance under this Contract. Industrial and Technological Benefits matters may be discussed with the Industrial and Technological Benefits Authority; however, the Industrial and Technological Benefits Authority 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.

5.5 Contractor's Representative

(To be identified at contract award)

Name: _____
Title: _____
Address: _____

Telephone: _____
Facsimile: _____
E-mail: _____

6 Payment

6.1 Basis of Payment - Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed the price specified on page 1 of the Contract. Customs duties are included, if applicable and Applicable Taxes are extra.
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.

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.

Basis of Payment - General

In consideration of the Contractor's satisfactory performance of its obligations under the Contract, the Contractor will be paid firm price or firm monthly rate or firm hourly labour rate and/or non-labour rates (Mark-Up Rates) in accordance with this Article and Annex B, In-Service Support Contract Deliverables Pricing List. These payments will be made in Canadian Funds, with applicable taxes extra. The payments have been categorized in accordance with below paragraphs.

6.2 Core Services

For Core Work, in Annex B, In-Service Support Contract Deliverables Pricing List, items **ISS CLIN-1 through ISS CLIN-3**, and should the options be exercised, items **ISS OLIN-1 through ISS OLIN-3, ISS OLIN-7 through ISS OLIN-9, ISS OLIN-13 through ISS OLIN-15**.

For the provision CORE Services as detailed in Annex A - SOW, the Contractor will be paid the all inclusive firm quarterly rate, Applicable Taxes extra, if applicable, in accordance with this Article and Annex B, In-Service Support Contract Deliverables Pricing List.

6.3 Repair and Overhaul Services

For Repair and Overhaul Services, in Annex B, In-Service Support Contract Deliverables Pricing List, items **ISS CLIN-10 through ISS CLIN-14**, and should the options be exercised, items **ISS OLIN-6, ISS OLIN-12, ISS OLIN-18, ISS OLIN-24, ISS OLIN-30**.

For the provision of authorized Repair and Overhaul work, the Contractor will be paid the firm all inclusive unit price or firm hourly labour rate and the firm non-labour rate (mark-up rates on materiel and subcontracting), if applicable, in accordance with this Article and Annex B, In-Service Support Contract Deliverables Pricing List.

a) Repairable Items

For repair items being inducted for repair or overhaul at the Contractor's Facility, the Contractor shall be paid for the work performed on the following basis of payment:

- i) Receipt/Clean/Inspect: All inclusive Firm Unit Rate
- ii) Repair: All inclusive Firm Hourly Labour Rate
- iii) Disposal/Scrap: All inclusive Firm Unit Rate
- iv) Overhaul: All inclusive Firm Unit Rate
- v) Preparation for Delivery: All inclusive Firm Unit Rate
- vi) Parts or Spares for Repair: Firm Material Mark-Up Rate
- vii) Subcontracted Work: Firm Sub-Contracting Mark-UP Rate
- viii) Calibration:

b) Repairable Item Beyond Economical Repair (BER)

BER items authorized for reduction to spares at the Contractor's plant or subcontractor's plant, the Contractor shall be paid for the actual hours incurred at the applicable all inclusive firm hourly labour rates as specified in Annex B, In-Service Support Contract Deliverables Pricing List of the Contract.

6.4 Supply Support - TA subject to a Limitation of Expenditure

6.4.1 For Supply Support, in Annex B, In-Service Support Contract Deliverables Pricing List, items ISS CLIN-4, and should the options be exercised, items ISS OLIN-4, ISS OLIN-10, ISS OLIN-16, ISS OLIN-22, ISS OLIN-28

The Contractor will be reimbursed for the costs reasonably and properly incurred for the delivery of Spare Parts and Consumables Items specified in the authorized Task Authorization (TA), as determined in accordance with Annex B, In-Service Support Contract Deliverables Pricing List, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable taxes are extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.4.2 Limitation of Expenditure - Cumulative Total of all Tasks Authorizations

For all Tasks Authorization issued under the Contract:

1. Canada's total liability to the Contractor under the Contract for all Tasks Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ (to be inserted at contract award), Customs duties are excluded and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Requisition Authority or the Contracting Authority, as applicable.
3. The Contractor shall 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 sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor shall 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.

6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments

6.4.3.1 Canada reserves the right to purchase from the Contractor, on an as required basis, during the life of the Contract, Spare Parts and Consumables at the firm unit price specified in Annex B, In-Service Support Contract Deliverables Pricing List. Canada will utilize the Tasking Authorization process at Article 31 – Change to the Work to order the parts and the Contractor must deliver the parts “Delivered Duty Paid (DDP) at Destination as per Incoterm 2010.

6.4.3.2 Catalogue of Spare Parts and Consumables pricing may be updated after the initial five (5) year period. Price increases may not be greater than the increase in the Canadian Consumer Price Index as per Statistics Canada website and may be subject to price justification.

6.4.3.3 Price Support for the RSPL

The Contractor must provide, on Canada's request, one or more of the following price support, if applicable:

- (a) a current published price list indicating the percentage discount available to Canada; or
- (b) copies of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
- (c) a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
- (d) Price Certification for the RSPL; or
- (e) any other supporting documentation as requested by Canada.

6.4.3.5 Price Certification for the RSPL

The Contractor certifies that the price proposed is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both.

6.5 Tasking Work

For Tasking Work in Annex B, In-Service Support Contract Deliverables Pricing List, items ISS CLIN-5 through ISS CLIN-9, and should the options be exercised, items ISS OLIN-5, ISS OLIN-10, ISS OLIN-17, ISS OLIN-20, ISS OLIN-23, ISS OLIN-29.

One of the following types of basis of payment will form part of the approved Task Authorization (TA).

The task price must be determined in accordance with Annex B, In-Service Support Contract Deliverables Pricing List.

6.5.1 Firm Unit Price(s) or Firm Lot Price TA

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm lot price in accordance with Annex B, In-Service Support Contract Deliverables Pricing List, as specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

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

6.5.2 Ceiling Price TA

The Contractor will be reimbursed its costs reasonably and properly incurred in the performance of the Work, plus as determined in accordance with Annex B, In-Service Support Contract Deliverables Pricing List, to the ceiling price specified in the approved TA. Customs duties are included and Applicable Taxes are extra, if applicable.

The ceiling price is subject to downward adjustment so as not to exceed the actual costs reasonably incurred in the performance of the Work and computed in accordance with Annex B, In-Service Support Contract Deliverables Pricing List.

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.

6.5.3 TA subject to a Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with Annex B, In-Service Support Contract Deliverables Pricing List, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.5.4 Task Authorization Work or Services

- 6.5.4.1 For the provision of authorized tasking in accordance with Article 31 – Change to the Work, the Contractor shall be paid the applicable all inclusive firm hourly labour rates for the actual direct hours incurred and the firm mark-up rates, if applicable, in accordance with this article and Annex B, In-Service Support Contract Deliverables Pricing List.
- 6.5.4.2 For the provision of Contractor Furnished Spares, should spares for the authorized tasking not be listed in the Catalogue of Spare Parts and Consumables, the Contractor shall be paid, the actual Laid Down Cost of the material plus the firm mark-up rate as specified in Annex B.

6.6 Travel and Living Expenses

- 6.6.1 For authorized travel and living expenses the Contractor will be paid for actual expenses reasonably and properly incurred in the performance of the work specified by the task authorization statement of work. The Contractor will be paid for any actual costs incurred, without any allowance for profit and/or overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive (<http://www.njccnm.gc.ca/directive/travel-voyage/index-eng.php>). This also includes other provisions of the directive, where there is a reference to "travellers", rather than those referring to "employees".
- 6.6.2 The Contractor must provide supporting documentation with each invoice. All payments are subject to government audit.
- 6.6.3 All travel must have the prior authorization of the T.A.

6.7 Overtime

- 6.7.1 The Contractor must not perform any overtime under the Contract unless authorized via a Task Authorization. Any request for payment must be accompanied by a copy of the overtime authorization and a report containing the details of the overtime performed pursuant to the written authorization. Payment for authorized overtime will be calculated in accordance with this Article and Annex B, In-Service Support Contract Deliverables Pricing List.
- 6.7.2 Emergency repairs/work requested to be performed at other than normal working hours shall be charged at the rate of 1.5 times normal time for overtime on normal days and weekends. Emergency repairs required on statutory holidays shall be charged a two times the normal rate. No premium overtime shall be charged unless authorized in writing by the Requisition Authority or the Contracting Authority, as applicable.

6.8 Price Adjustment – Option Periods

- 6.8.1 For any option periods, Canada will request a proposal from the Contractor. The Contractor must submit the Firm Quarterly Rate for Core Services, the Firm Unit price and Firm Hourly Labour Rates for Repair and Overhaul Services and the Firm Hourly Labour Rate for Tasking Work as detailed in Annex B, In-Service Support Contract Deliverables Pricing List.

A review of Contractor's proposed pricing may be required by Canada. Detailed supporting data may be requested to validate the rates and other charges proposed. If required, for such option periods, all price negotiations will be carried out in accordance with PWGSC Contract Cost

Principles 1031-2 (2012-07-16), which is contained in Section 3 of the Standard Acquisition Clauses and Conditions (SACC) Manual. (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/3/1031-2>). And the Contractor will be paid according with negotiated rates.

For Work performed outside of Canada, or in the event that the Contractor retains its financial records outside of Canada, the Basis of Payment for each additional period will employ the most favoured annual applicable sole source costing rates and markups negotiated and approved and applied by the Contractor's respective Government to its defence contracts.

SACC Manual Clause C0705C (2010-01-11), Discretionary Audit, is included by reference and forms part of the Contract. Should the Contractor be based in a foreign country, for the additional periods, Canada will have the right to request annual audits and reviews from the respective foreign government.

6.8.2 Price Support – Option Periods

The Contractor must provide, on Canada's request, one or more of the following price support, if applicable:

- (a) a current published price list indicating the percentage discount available to Canada; or
- (b) copies of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
- (c) a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
- (d) Price Certification for the option periods; or
- (e) any other supporting documentation as requested by Canada.

6.8.3 Price Certification – Option Periods

The Contractor is requested to provide one (1) of the following certifications, as applicable, in its financial bid:

- () The Contractor certifies that the price proposed
 - (a) is not in excess of the lowest price charged anyone else, including the Contractor's most favoured customer, for the like quality and quantity of the goods, services or both;
 - (b) does not include an element of profit on the sale in excess of that normally obtained by the Contractor on the sale of goods, services or both of like quality and quantity, and
 - (c) does not include any provision for discounts to selling agents.

-OR-

- () The Contractor certifies that the price proposed is based on costs computed in accordance with Contract Cost Principles 1031-2, and includes an estimated amount of profit of \$_____."

-OR-

- () The Contractor certifies that the labour rates proposed are based on costs computed in accordance with Contract Cost Principles 1031-2, and that the said labour rates contain an estimated profit of 0%."

Name	Signature	Date
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6.9 Exchange Rate Fluctuation Adjustment

- 6.9.1 The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Contractor and which are to be included in the adjustment amount.
- 6.9.2 For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.
- 6.9.3 The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the Contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

FCC = Foreign Currency Component (per unit)

i_0 = Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

i_1 = Exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])

Qty = Quantity of units

- 6.9.4 The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the bid solicitation closing date.
- 6.9.5 For goods, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the goods were delivered. For services, the exchange rate for adjustment will be the noon rate on the last business day of the month for which the services were performed. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.
- 6.9.6 The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form PWGSC-TPSGC 450, Claim for Exchange Rate Adjustments.
- 6.9.7 The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form PWGSC-TPSGC 450 (i.e. $[i_1 - i_0] / i_0$).
- 6.9.8 Canada reserves the right to audit any revision to costs and prices under this clause.

6.10 Interim Rates

The Contractor shall be paid the latest relevant rates, prices and markups as **Interim** rates, markups and prices, until such time as new PWGSC/Contractor rates, prices and markups have been negotiated in accordance with Contract Cost Principles 1031-2 and the latest Departmental Profit Policies in effect at the time of the adjustment. The negotiated prices will formally be incorporated into a contract amendment to take effect the day the amendment has been signed.

6.11 Work in Progress

For Work in process and not completed by the end of the contract period the prices, rates and markups of the last fiscal period will apply. In the event no follow-on contract is issued, the completion of any "work-in-process" will be in accordance with the Contract and the basis of payment period in effect on the date the "work-in-process" was inducted into the Contractor's plant.

6.12 Definitions

6.12.1 Laid Down Cost

The actual cost incurred by the Contractor to acquire a specific product or service for resale to the government. This includes, but is not limited to, the Contractor's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the GST/HST, Selling & General & Administrative Overhead, Material Handling (if applicable), and Profit.

6.12.2 Calendar Year (CY)

Means the year for which the period of time is from 01 January to 31 December of the same year.

6.12.3 Hourly Rate

Means a firm hourly rate to be charged for each hour worked and prorated for any period less than an hour.

6.12.4 Markups

Includes applicable purchasing expense, internal handling and general and administrative expenses plus profit.

7 Method of Payment

7.1 Method of payment – CORE WORK: Quarterly Payment

Canada will pay the Contractor on a quarterly basis for work performed during the period covered by the PWGSC-TPSGC 1111 claim for progress payment, Annex I, in accordance with the payment provisions of the Contract if:

- (a) an accurate and complete progress payment claim and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

- (b) all such documents have been verified by Canada;
- (c) the Work performed has been accepted by Canada.

7.2 Method of payment – SUPPLY SUPPORT

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the TA and the Contract if:

- (a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) the Work delivered has been accepted by Canada.

7.3 Method of payment – TASKING WORK, REPAIR AND OVERHAUL

Payments will be made not more frequently than once a month.

Depending on the method of payment specified in the applicable TA, one of the following method of payment clauses will apply.

7.3.1 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Task Authorization and the Contract if:

- (a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) the Work delivered has been accepted by Canada.

7.3.2 Milestone Payments (For a Firm Price TA)

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Task Authorization and the payment provisions of the Contract if:

- (a) an accurate and complete invoice, and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

7.3.3 Progress Payments (For a TA subject to a Limitation of Expenditure or a Ceiling Price)

- (a) Canada will make progress payments in accordance with the payment provisions of the Task Authorization and the Contract for cost incurred in the performance of the Work up to ninety (90) percent of the amount claimed and approved by Canada if:
 - (i) an accurate and complete invoice and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) the amount claimed is in accordance with the Basis of Payment and the Task Authorization;
 - (iii) the total amount for all progress payments paid by Canada does not exceed ninety (90) percent of the total amount to be paid under the Task Authorization.
- (b) The balance of the amount payable will be paid in accordance with the payment provisions of the Task Authorization and the Contract upon completion and delivery of all work required under the Task Authorization if the Work has been accepted by Canada and a final claim for the payment is submitted.
- (c) Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right 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.

8 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2014-06-26), Cost Submission – Limitation of Expenditure or Ceiling Price
C2000C (2007-11-30), Taxes - Foreign-based Contractor
C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor
C2610C (2007-11-30), Customs Duties – department of national Defence – Importer (for ISS CLIN-4, ISS OLIN-4, ISS OLIN-9, ISS OLIN-14, ISS OLIN-19, ISS OLIN-24 and ISS OLIN-29)
C2800C (2013-01-28), Priority Rating
C2801C (2014-11-27), Priority Rating - Canadian-based Contractors

9 Discretionary Audit - SACC Manual Clause C0705C (2010-01-11), Discretionary Audit

- 1. The following are subject to government audit before or after payment is made:
 - (a) The amount claimed under the Contract, as computed in accordance with Annex B, In-Service Support Contract Deliverables Pricing List;
 - (b) The accuracy of the Contractor's time recording system.
 - (c) The estimated amount of profit in any element where there is a negotiated arrangement (non-competitive) or amendment. The purpose of the audit is to determine whether the actual profit earned on the Contract, during a particular period selected, is reasonable and justifiable based on the estimated amount of profit included in the price or rate certification, as required.

If the audit demonstrates that the actual profit is not reasonable and justifiable, as defined above, the Contractor shall repay Canada the amount found to be in excess.

- (d) Any firm priced or firm lot priced element, firm time rate for which the Contractor has provided a "most favoured customer" certification. The purpose of such audit is to determine whether the Contractor has charged anyone else, including the Contractor's most favoured customer, lower prices, rates or multipliers, for like quality and quantity of goods or services. This does not preclude any subsequent assessment for any excess profit.
- 2. Any payments made pending completion of the audit shall be regarded as interim payments only and shall be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Contractor shall repay Canada the amount found to be in excess.

10 Invoicing Instructions

- 1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (a) DID ISS-001 – In-Service Support (ISS) Status Report
- 2. Invoices must be distributed as follows:
 - (a) The original and one (1) copy must be forwarded to the following address for certification and payment _____. *(to be identified at contract award)*
 - (b) One (1) copy must be submitted in an electronic format to the Contracting Authority identified under the section entitled "Authorities" of the Contract. Microsoft Word, Adobe Reader (.pdf) formats are acceptable.

11 Holdback/Stop Payment and Liquidated Damages – Industrial and Technological Benefits Commitments

11.1 Holdback

- 11.1.1 If the Contractor fails to meet its Obligations under Annex D – ISS ITB Terms & Conditions, the holdbacks detailed in Annex D- ISS ITB Terms & Conditions, will apply.

11.2 Liquidated Damages

- 11.2.1 In respect of the failure to achieve any of the Obligations under Annex D – ISS ITB Terms & Conditions Articles 3.1.1 to 3.1.5 by the end of the Achievement Period, the Contractor shall pay to Canada as liquidated damages 10% of the Shortfall as detailed in under Annex D – ISS ITB Terms & Conditions.

12 Certifications

12.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if 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.

12.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

12.3 Proactive Disclosure of Contracts with Former Public Servants (2013-03-21) A3025C

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

13 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____. (*Insert the name of the province or territory as specified by the Bidder in its bid, if applicable.*)

14 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) the supplemental general conditions 4001 (2015-04-01), Hardware Purchase, Lease and Maintenance;
- (c) the supplemental general conditions 4002 (2010-08-16), Software Development or Modifications Services;
- (d) the supplemental general conditions 4003 (2010-08-16), Licensed Software;
- (e) the supplemental general conditions 4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information;
- (f) the supplemental general conditions 4012 (2012-07-16), Goods - Higher Complexity;
- (g) the general conditions [2035](#) ([2016-04-04](#)), General Conditions - Higher Complexity – Services;

- (h) Annex A, Statement of Work – In-Service Support;
- (i) Annex B, In-Service Support Contract Deliverables Pricing List;
- (j) Annex C, Security Requirements Check List;
- (k) Annex D, ISS Industrial and Technological Benefits Terms and Conditions;
- (l) Annex E, DND 626 Task Authorization Form;
- (m) Annex F, Non-disclosure Agreement – In-Service Support;
- (n) Annex G, Sample MS Office Excel Spreadsheet for periodic Usage Reports – Contracts with Task Authorization;
- (o) Annex H, PWGSC Form 7139 Progress Report Mobile Repair Parties;
- (p) Annex I, PWGSC-TPSGC 1111 Form Claim for Progress Payment;
- (q) the Contractor's bid dated _____

15 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16), Defence Contract

16 Foreign Nationals (Canadian Contractor)

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

OR

16 Foreign Nationals (Foreign Contractor)

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

17 Insurance

SACC Manual clause [G1005C](#) (2008-05-12), Insurance

18 Controlled Goods Program

SACC Manual clause [A9131C](#) (2014-11-27), Controlled Goods Program
SACC Manual clause B4060C (2011-05-16), Controlled Goods

19 Quality Assurance – Sacc Manual Clauses

Notice to the Bidder: As applicable, clauses below will be deleted from the resulting Contract if not

applicable as a result of the location of the selected Bidder. For example, SACC Manual clause D5515C will be deleted in the event the selected Bidder is Canadian-based.

D5510C (2014-06-26), Quality Assurance Authority (DND) - Canadian-based Contractor;
D5515C (2010-01-11), Quality Assurance Authority (DND) - Foreign-based and United States Contractor;
D5545C (2010-08-16), ISO 9001:2008 - Quality Management Systems - Requirements (Quality Assurance Code C);
D5540C (2010-08-16), ISO 9001:2008 Quality Management Systems - 2010-08-16

Requirements (Quality Assurance Code Q);
D5604C (2008-12-12), Release Documents (Department of National Defence) - Foreign-based Contractor;
D5605C (2010-01-11), Release Documents (Department of National Defence) - United States-based Contractor;
D5606C Release Documents (2012-07-16), (Department of National Defence) - Canadian-based Contractor;

20 Sacc manual Clauses

A3025C (2013-03-21), Proactive Disclosure of Contracts with Former Public Servants
B4042C (2008-05-12), Identification Markings
D2025C (2013-11-06), Wood Packaging Materials
D3015C (2014-09-25), Dangerous Goods / Hazardous Products – Labelling and Packaging Compliance
D6010C (2007-11-30), Palletization

21 Release Documents – Distribution

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- (a) One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- (b) Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- (c) One (1) copy to the Contracting Authority;
- (d) One (1) copy to:

National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
Attention: *(Technical Authority name to be provided at Contract award)*

- (e) One (1) copy to the Quality Assurance Representative;
- (f) One (1) copy to the Contractor; and
- (g) For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration
National Defence Headquarters
Mgen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca.

22 Shipping Instructions – Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:
Delivered Duty Paid (DDP), location in accordance with Annex B, ISS Contract deliverables
Pricing List.

Notice to the Bidder: The article "Shipping Instructions – Delivery at Destination" will be finalized at time of award based on the location of the selected Bidder.

23 SOW Reference Documents

In those instances where the ADIS Acquisition SOW identifies materials, information, documents or processes which have been created under or are applicable to the ADIS In-Service Support SOW and which are also applicable to the ADIS Acquisition Contract or the ADIS Acquisition SOW, then those documents are deemed to be incorporated by reference into and form part of this Contract.

24 Condition of Material

Unless provided otherwise in the Contract, material supplied must be new and conform to the latest issue of the applicable drawing, specifications and part number that is in effect on the bid closing date or, if there was no bid solicitation, the date of the Contract.

25 Warranty - Goods

- 25.1 Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any other provision of the Contract or any condition, warranty or provision imposed by law, the Contractor warrants that, for twelve (12) months (or any other period stated in the Contract), the Work will be free from all defects in design, material or workmanship, and will conform to the requirements of the Contract. The warranty period begins on the date of delivery, or if acceptance takes place at a later date, the date of acceptance. With respect to Government Property not supplied by the Contractor, the Contractor's warranty will extend only to its proper incorporation into the Work.
- 25.2 In the event of a defect or non-conformance in any part of the Work during the warranty period, the Contractor, at the request of Canada to do so, must as soon as possible repair, replace or otherwise make good at its own option and expense the part of the Work found to be defective or not in conformance with the requirements of the Contract.
- 25.3 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 paid the fair and reasonable Cost (including reasonable travel and living expenses) incurred in so doing, with no allowance for profit, less an amount equal to the Cost of rectifying the defect or non-conformance at the Contractor's plant.
- 25.4 Canada must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to the above paragraph. The Contractor must pay the transportation cost associated with forwarding the replacement or 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.

- 25.5 The Contractor must remedy all data and reports pertaining to any correction or replacement under this section, including revisions and updating of all affected data, manuals, publications, software and drawings called for under the Contract, at no cost to Canada.
- 25.6 If the Contractor fails to fulfill any obligation described in this section within a reasonable time of receiving a notice, Canada will have the right to remedy or to have remedied the defective or non-conforming work at the Contractor's expense. If Canada does not wish to correct or replace the defective or non-conforming work, an equitable reduction will be made in the Contract's price.
- 25.7 The warranty period is automatically extended by the duration of any period or periods where the Work is unavailable for use or cannot be used because of a defect or non-conformance during the original warranty period. The warranty applies to any part of the Work repaired, replaced or otherwise made good pursuant to this section, for the greater of:
- (a) the warranty period remaining, including the extension, or
 - (b) ninety (90) days or such other period as may be specified for that purpose by agreement between the parties.

26 Use and Translation of Written Material

- 26.1 Unless provided otherwise in the Contract, copyright in any written material used, produced or delivered under the Contract belongs to its author or rightful owner. Canada has the right to use, copy and disclose, for government purposes, the written material related to the Work that is delivered to Canada.
- 26.2 If the Contract does not require the delivery of any written material in both of Canada's official languages, Canada may translate the written material into the other official language. The Contractor acknowledges that Canada owns the rights on the translation and that Canada is under no obligation to provide the translation to the Contractor. Canada agrees that any translation must include any copyright and any proprietary right notice that was part of the original. Canada acknowledges that the Contractor is not responsible for any technical errors or other problems that may arise as a result of the translation.

27 Work Site Access

The Contracting, Procurement or Technical Authorities must have access to the plant or premises where the Work is being conducted. This includes all aspects of the Work e.g. fabrication, manufacture, testing, packaging, etc. In addition, there may be a requirement for representatives of these Authorities (e.g. Cataloguing personnel) to have the same access for purposes related to their functions carried out under the terms and conditions of this Contract.

28 Canadian Forces Site Regulations

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

29 Government Supplied Technical Documents

- 29.1 If required, the Contractor must obtain the government drawings and publications or other technical documents from the nearest National Defence Quality Assurance Region office.
- 29.2 At contract completion, the Contractor must provide the Technical Authority with a list of all Department of National Defence-owned Canadian Forces Technical Orders and electronic data material, with a request for disposal instructions.

30 Change to the Work Processes

30.1 General

- 30.1.1 "Work" is a defined term specified in the 2035 (2016-04-04) General Conditions – Goods (High Complexity) which apply and form part of this Contract.
- 30.1.2 In the context of this article, the Work requirements scope and baseline are specified at Annex A, Statement of Work, and the Work must be performed under the terms of this Contract.
- 30.1.3 Any change to the Work must be the result of one the following:
- 30.1.4 Any change to the terms of the Contract or to the scope of the Work requires an approved Contract Change Proposal (CCP), as specified at paragraph 31.2 (Contract Change Proposal (CCP)) of this Article.
- 30.1.5 Subject to the scope definition of Annex A, Statement of Work, it is possible to task the Contractor with additional work, as specified at paragraph 31.3 (Task Authorization Process) of this Article – Changes to the Work.
- 30.1.6 The Contractor must not proceed with any scope change or additional work without the written authorization of the Contract Authority. Any work performed without the Contract Authority's written authorization will be considered outside the scope of the Contract and no payment will be made for such work.

30.2 Contract Change Proposal (CCP) Process

- 30.2.1 This section describes the process that must be exercised to communicate, accept and approve any change to this Contract.
- 30.2.2 To become effective, a Contract Change must have the written approval from both parties to the Contract.
- 30.2.3 The Contract Change Proposal may be initiated by Canada, in which case the transaction will proceed through the following steps:
- 30.2.4 The Contracting Authority will provide the proposed change along with a Contract Change Proposal Form using the appropriate template.
- 30.2.5 Upon receipt of the proposed CCP, the Contractor must evaluate and communicate resource impact, schedule impact and cost impact that would result from the proposed change to the Work. The CCP form must be signed by a duly authorized Contractor representative.
- 30.2.6 Upon receipt of the impact identified by the Contractor, Canada will evaluate and may negotiate with the Contractor as necessary. As part of this negotiation process, the Contractor may be

required to issue a revised impact statement along with an approved revised CCP form that must be signed by a duly authorized Contractor representative.

30.2.7 Upon agreement being reached, the Contracting Authority will sign and approve the CCP form and release a revised copy of all the modified Contract pages.

30.2.8 The Contractor may initiate the Contract Change Proposal, in which case the transaction must proceed through the following steps:

30.2.8.1 The Contractor must submit the Contract Change Proposal, supported by including specifications and drawings if necessary, and reasons for the submission, together with the estimated resources, the effect on the schedule and cost impact associated to the proposed change to the Work. A duly authorized Contractor representative must sign the CCP form using the appropriate template.

Upon receipt, the Canada will evaluate and may negotiate with the Contractor as necessary. As part of this negotiation process, the Contractor may be required to issue a revised Contract Change Proposal along with an approved revised CCP form that must be signed by a duly authorized Contractor representative.

30.2.8.2 Upon agreement being reached, the Contracting Authority will sign and approve the CCP form and release a revised copy of all the modified Contract pages.

30.3 Tasking Authorization Process - TIES / FSR

30.3.1 The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization Process. The Work described in the Task Authorization must be in accordance with the scope of the Contract.

30.3.2 Task Authorization - Administration

The administration of the Task Authorization process will be carried out by the DND Procurement Authority identified under Article "Authorities" of the Contract. This process includes monitoring, controlling and reporting on expenditures of the Contract with task authorizations to the PWGSC Contracting Authority.

30.4 Additional Work Requirement (AWR) Process

30.4.1 As and when required, and in accordance with the scope specified at Annex A – Statement of Work, the Contractor will be required to initiate and perform tasks based on additional requirements to be defined throughout the duration of the Contract. The Contractor must not commence activities until receiving a duly authorized Task Directive in accordance with this Tasking Requirement Process.

30.4.2 The following definitions are applicable to this section, Tasking Requirement Process:

30.4.2.1 "Task Directive" (i.e., an approved "DND 626") is a document issued by the Contract Authority to the Contractor to authorize a task within the scope and under the terms and conditions of this Contract. A sample Task Directive Form is specified at Annex E.

30.4.2.2 "Task Amendment" is a Task Directive that is used to modify the additional work initially approved under an existing Task Directive.

30.4.2.3 "Task Number" is a number assigned by Canada that will uniquely identify every Task Request. Once the task is eventually approved, the exact same task number will be used by Canada to track each individual Task Directive and to monitor the work associated with it.

30.4.2.4 "Task Request" is a document requesting the Contractor to provide a priced proposal for a Task under the scope of this Contract.

30.4.3 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 authorized Task Directive (DND 626) form. For authorized Limitation of Expenditure tasks, the Contractor must not perform any work or provide any services that would cause the total liability of Canada to exceed the said financial limitation, unless an increase is so authorized by a Task Amendment.

30.4.4 The Contractor may recommend additional work to Canada, and as applicable, should share information such as a draft statement of work.

30.4.5 The responsibility of initiating a Task Request is reserved to Canada. A Task Request is a document that describes a requirement that contains the following information:

- (a) The ADIS Contract Number and the serial Task Number assigned by Canada;
- (b) The date of issuance of the Task Request, and the requested proposal date;
- (c) A statement of work that must be specific to the requested proposal;

31 Liquidated Damages (to be completed at contract award)

SACC Manual Clause D0024C (2008-05-12), Liquidated Damages

1. If the Contractor fails to _____ (*insert "deliver the goods" or "perform the services"*) within the time specified in the Contract, the Contractor agrees to pay to Canada liquidated damages in the amount of \$ _____ for each calendar day of delay. The total amount of the liquidated damages must not exceed _____ percent of the contract price.
2. Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.
3. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.
4. Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

32 Dispute resolution (to be completed at contract award)

SACC Manual Clause R2882D (2016-01-28), General Condition (GC) 8 - Dispute Resolution

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX A

STATEMENT OF WORK (SOW)

IN-SERVICE SUPPORT (ISS)

The Statement of Work (Annex A) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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W8476-145109/A
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ANNEX B

IN-SERVICE SUPPORT CONTRACT DELIVERABLES PRICING LIST

The In-Service Support Contract Deliverables Pricing List (Annex B) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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W8476-145109/A
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Buyer ID - Id de l'acheteur
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ANNEX C

SECURITY REQUIREMENTS CHECK LIST

The Security Requirements Check List (SRCL) (Annex C) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX D

IN-SERVICE SUPPORT (ISS) INDUSTRIAL AND TECHNOLOGICAL BENEFITS TERMS AND CONDITIONS

The ISS Industrial and Technological Benefits Terms and Conditions (Annex D) appended to the bid solicitation package is to be inserted at this point and forms part of this document

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W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
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W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX E

DND 626 TASK AUTHORIZATION FORM

The DND 626, Task Authorization Form (Annex E) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

DRAFT

ANNEX F

NON-DISCLOSURE AGREEMENT IN-SERVICE SUPPORT

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No _____ between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and _____, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No: _____

Signature

Date

Solicitation No. - N° de l'invitation
W8476-145109/A
Client Ref. No. - N° de réf. du client
W8476-145109

Amd. No. - N° de la modif.
File No. - N° du dossier
W8476-145109

Buyer ID - Id de l'acheteur
003SL
CCC No./N° CCC - FMS No./N° VME

ANNEX G

SAMPLE MS OFFICE EXCEL SPREADSHEET FOR PERIODIC USAGE REPORTS – CONTRACTS WITH TASK AUTHORIZATION

The Sample MS Office Excel Spreadsheet for periodic Usage Reports – Contracts with Task Authorization (Annex G) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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W8476-145109/A
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Buyer ID - Id de l'acheteur
003SL
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ANNEX H

PWGSC FORM 7139 PROGRESS REPORT MOBILE REPAIR PARTIES

The PWGSC Form 7139 Progress Report Mobile Repair Parties (Annex H) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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ANNEX I

PWGSC-TPSGC 1111 FORM CLAIM FOR PROGRESS PAYMENT

The PWGSC-TPSGC 1111 Form Claim for progress Payment (Annex I) appended to the bid solicitation package is to be inserted at this point and forms part of this document.

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Annex A

Statement of Work (SOW) - In-Service Support

Area Detection and Identification System (ADIS)

DND Document # W8476-145109

RDIMS #3458168

Prepared by:
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NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Table of Contents

ADIS Acronyms and Abbreviations	1
1 INTRODUCTION	23
1.1 Purpose.....	23
1.2 Scope.....	23
1.3 Work Requirements	23
1.3.1 Core Work.....	23
1.3.2 Tasking Work.....	23
1.3.3 Maintenance and Support Concept	23
1.3.3.1 Support Concept.....	34
1.3.3.2 Maintenance Concept.....	34
2 APPLICABLE DOCUMENTS	34
2.1 References.....	34
3 CORE WORK REQUIREMENTS.....	45
3.1 General.....	45
3.1.1 Contract Data Requirements	45
3.1.2 Data Format	45
3.1.3 Points of Contact.....	45
3.2 Program Management.....	45
3.2.1 ISS Manager.....	45
3.2.2 Cost Control	56
3.2.3 ISS Status Report	56
3.2.4 Quality Assurance Program	56
3.3 Engineering/Technical Support	67
3.3.1 ADIS Upgrades.....	67
3.3.2 Problem Reports (PR) Management	67
3.3.3 Configuration Management	67
3.3.4 Obsolescence Management and Materiel Change Notice	78
3.4 Core Work - Maintenance Support.....	89
3.4.1 General.....	89
3.4.2 Equipment Advisories.....	89
3.4.3 R&O General	89
3.4.3.1 Delivery Location	940
3.4.3.2 Receipt and Control of R&O Materiel.....	940
3.4.3.3 Preservation and Packaging Failure.....	1041
3.4.3.4 Completion of Work	1041
3.4.3.5 Transportation.....	1142
3.4.3.6 Warranty Consideration.....	1142
3.4.3.7 Stop Repair Action.....	1142
3.4.3.8 Return of Materiel following R&O.....	1142
3.4.3.9 Reporting.....	1142
3.4.4 Supply Support.....	1243
3.4.4.1 General.....	1243
3.4.4.2 Acquisition of First Line Spare Parts, STTE, and Consumables.....	1243

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS)
Annex A (Statement of Work) – In-Service Support (ISS)

3.4.4.3	Third Line Spare Parts	1213
3.4.4.4	Stocktaking	1213
3.4.4.5	Transaction Documentation	1314
3.4.4.6	Contractor Supply Accounting	1314
4	TASKING WORK REQUIREMENTS	1315
4.1	Tasking Work – General	1315
4.2	Configuration Management	1415
4.3	Operations and Training Exercise Support	1516
4.3.1	General	1516
4.3.2	Help Desk Tasking	1516
4.4	Tasking Work - Engineering/ Technical Support	1516
4.4.1	Technical Investigation and Engineering Services (TIES)	1516
4.4.2	Special Investigations and Technical Studies (SITS)	1517
4.4.3	Contractor Field Service Representatives (FSRs) Support	1617
4.5	Tasking Work - Maintenance Support	1617
4.5.1	Contractor Repair	1617
4.5.1.1	General	1617
4.5.1.2	Turn Around Time (TAT)	1718
4.5.1.3	Priority for Contractor Repair	1718
4.5.1.4	Operator and First Line Maintenance	1718
4.5.2	Upgrades and Modifications	1819
4.5.3	Refurbishment	1819
4.6	Tasking Work - Supply Support	1819
4.6.1	Supply Support General	1819
4.6.2	First Line Parts, STTE and Consumables	1819
4.6.2.1	Issue of Shelf Life Items	1820
4.6.3	Demilitarization and Disposal of ADIS Materiel	1920
4.7	Tasking Work - Training Support	1920
4.7.1	General	1920
4.7.2	Provision of Training Courses	1920
4.7.3	Additional training material and courses	1920
4.8	Tasking Work - Publications Support	1920
4.8.1	Maintenance and Upgrading of Publications	1920
4.9	Tasking Work – ADIS Storage	2021

ADIS Acronyms and Abbreviations

The following list of acronyms and abbreviations will be applicable to this document:

ADIS -Area Detection & Identification System
BOC -Brought On Charge
CBRN -Chemical, Biological, Radiological, and Nuclear
CDRL -Contract Data Requirements List
CAF -Canadian Armed Forces
CFSS - Canadian Forces Supply System
CFTO -Canadian Forces Technical Order
CFM - Contractor Furnished Material
CIS - Contract Issue Spares
CRPA -Contractor Repair Parts Account
DCG - Document Control Group
DID - Data Item Description
FSR - Field Service Representative
GFOS-Government Furnished Overhaul Spares
GOM - Government Owned Materiel
ISS- In-Service Support
IOC -Initial Operating Capability
ILS - Integrated logistics Support
LIR - LCMM Investigation Report
LRU - Line Replaceable Unit
MRC - Maximum Repair Cost
NDQAR- National Defence Quality Assurance Region
PBL - Product Baseline
PR - Problem Report
QA - Quality Assurance
R&O - Repair and Overhaul
RMA - Repair Material Account
RSA - Repair Shop Account
RSPL -Recommended Spare Parts List
SC -Stock Code
SITS - Special Investigations and Technical Studies
SNAPS-Selection Notice and Priority Summary
SOW - Statement of Work
STTE - Special Tools and Test Equipment
TA -Technical Authority
TAT -Turn Around Time
TIES -Technical Investigation and Engineering Support
UCR -Unsatisfactory Condition Report

1 INTRODUCTION

1.1 Purpose

This document identifies the In-Service Support (ISS) work requirements that are to be completed by the Contractor under the ISS contract.

1.2 Scope

ISS work requirements encompass ADIS hardware and test equipment as well as software. ISS activities include Repair and Overhaul (R&O), supply support, configuration management, maintenance of Contract Data Requirements List (CDRL) and their respective Data Item Description (DID), and any other activity authorized by the Technical Authority (TA) on an as and when requested basis.

1.3 Work Requirements

For the purpose of this SOW and reference documents, the following terminology apply: “shall” or “must” indicates a mandatory requirement.

Work requirements for the ISS contract are divided into core work and tasking work.

1.3.1 Core Work

Core Work encompasses those activities that are performed by the Contractor to achieve the ISS work requirements. Core Work includes management, engineering, maintenance, and provisioning of ADIS as well as updating content of previously approved and accepted Engineering and ILS deliverables such as technical publications.

1.3.2 Tasking Work

Tasking Work encompasses those activities performed by the Contractor on an individual and as required basis after obtaining authorization from the TA either through a Task Authorization, or through the provision of Repair and Overhaul (R&O).

1.3.3 Maintenance and Support Concept

The full ADIS Maintenance and Support Concept is contained in Appendix AD of Volume 2, Annex A.

1.3.3.1 Support Concept

The ADIS support concept is based on minimizing the direct workload to DND personnel and resources in supporting the in-service life of the system. To help accomplish that goal, as many ISS activities as possible, will be contracted to the Contractor through the awarding of one stand-alone ISS contract for the full in-service life of the ADIS.

1.3.3.2 Maintenance Concept

The Maintenance Concept for ADIS comprises a hybrid maintenance environment, using a combination of DND and contracted maintenance resources. DND will complete first-line maintenance tasks as defined in the approved Maintenance Plan that was developed in the acquisition contract. The Contractor will complete all other maintenance tasks.

DND will normally ship equipment to the Contractors maintenance facility, however, the Contractor will provide in-situ maintenance on an as and when required basis through the issuing of a DND 626 Task Authorization.

2 APPLICABLE DOCUMENTS

2.1 References

The following documentation must be used for the preparation of deliverables as identified in this SOW:

- a A-LM-184-001/JS-OO1 Special Instructions Repair and Overhaul Contractors;
- b D-LM-000-036/000 – DND Minimum Requirements for Manufacturer's Standard Pack;
- c C-66-020-001/NC-000, Inspection Procedures for Electro-Mechanical Equipment;
- d D-01-100-215/SF-000, Preparation of Material Change Notice;
- e A-EN-007-000/FP-001, Allied Configuration Management Publication (ACMP), NATO Requirements for Configuration Status Accounting, ACMP-4;
- f B-GJ-005-311/FP-020, Joint Doctrine Manual Canadian Forces Chemical, Biological, Radiological and Nuclear Defence Tactics, Techniques and Procedures;
- g A-P9-000 and A-P9-050, Manuals of Individual Training and Education;
- h. C-01-100-100/AG-006, Specification – Writing, Format and Production of Technical Documents;
- i. C-66-010-003/TP-001, Cleaning Mechanical Components of Instruments;
- j. All material delivered as part of the acquisition SOW.

3 CORE WORK REQUIREMENTS

3.1 General

3.1.1 Contract Data Requirements

The Contractor must prepare and deliver the required data in accordance with the ISS Contract Data Requirements List (CDRL) and ISS Data Item Descriptions (DIDs). The timing of the contract data deliveries, reviews by the TA, the provision of comments, and submission of the final data items are detailed in the ISS CDRL. The required content of each data item is provided in the corresponding ISS DID.

3.1.2 Data Format

Unless otherwise specified, all data delivered as part of the ISS contract must be prepared in Microsoft Office 2010 formats, or formats acceptable to the TA. Unless otherwise specified explicitly in a ISS CDRL or ISS DID, the Contractor must deliver all initial and interim submissions of data deliverables via electronic mail or CD-R media, at the discretion of the TA.

The Contractor must provide a File Transfer Protocol (FTP) site allowing sharing of large documents (greater than 10MB) with DND.

3.1.3 Points of Contact

The Contractor must provide a point of contact by phone or E-Mail for routine business during the working hours of 0800-1700 hours Eastern Standard Time.

The Contractor must provide as a minimum, an E-Mail address and a dedicated toll free phone number. The Contractor must respond within 24 hours of contact being initiated by Canada. This includes holidays and periods of plant shut down.

During plant shutdown or vacation periods, the Contractor must ensure that adequate facilities and personnel are available to ensure the requirements of this SOW are met. If Contractor personnel are not on site during shutdown or vacation periods, a list of names and phone numbers of those Contractor personnel to be contacted during plant closure must be provided to the National Defence Quality Assurance Representative (NDQAR).

3.2 Program Management

3.2.1 ISS Manager

The Contractor must have an ISS Manager. The ISS Manager must have sufficient responsibility and authority within the Contractor's organization to plan,

organize, direct, coordinate, execute, monitor and control all ISS work under the ISS contract.

3.2.2 Cost Control

The Contractor must document and report financial data used in the management of ISS activities. The Contractor must document the cost of ISS activities, especially repair cost, to ensure that total repair cost remains within approved limits. Appropriate management control procedures must be in place and financial records maintained by the Contractor. These cost control procedures and records must be available for review and/or audit upon request by the TA.

3.2.3 ISS Status Report

DND requires periodic reports detailing the performance of the Contractor in completing ISS contract work for the reporting period. The report will be used by the TA to assist with monitoring the performance of the Contractor and as a historical record of performance.

The Contractor must prepare and submit a quarterly ISS Status Report in accordance with ISS CDRL/DID ISS-001.

3.2.4 Quality Assurance Program

The Contractor must implement and maintain a QA Program and a Quality Management System in accordance with the ISS contract QA Clauses for the duration of the ISS contract.

The Contractor must retain all Quality Control (QC) inspection and test records for a minimum of three (3) years following completion of the ISS contract.

The Contractor must make the QC inspection and test records available to the DND Quality Assurance Representative (QAR) upon request.

DND reserves the right to conduct additional testing to verify product compliance with any or all of the performance requirements defined in the ADIS prior to acceptance.

The Contractor must allow DND's authorized personnel to conduct QA inspections and audits at any time to verify the Contractor's QA procedures, practices and methods during production and any other work associated with the ISS contract.

3.3 Engineering/Technical Support

3.3.1 ADIS Upgrades

The Contactor must be proactive in keeping abreast of new technologies and practices applicable to ADIS and must advise the TA accordingly. These new technologies and practices include but are not limited to improved detection, performance, capabilities, robustness, features, software and hardware upgrades, reliability, availability, maintainability, quality, calibration, standards, and test equipment.

If improvements or upgrades are necessary or of benefit to DND, the Contractor must inform the TA. The TA will determine whether a task will be issued.

3.3.2 Problem Reports (PR) Management

The Contractor must set up and maintain a registry of PRs in accordance with CDRL ISS-002/DID ISS-002. PRs will be provided by the TA to the Contractor and include the following types of documents:

- a) Unsatisfactory Condition Report (UCR);
- b) Pre-Installation Failure (PIF); and
- c) LCMM Investigation Request (LIR).

The Contractor must recommend appropriate corrective action to the LCMM for each PR on the ADIS received.

3.3.3 Configuration Management

The start point for Configuration Management (CM) activities is the final Product Baseline (PBL) established for the delivery of ADIS in the acquisition contract.

The Contractor must complete CM services by managing and maintaining the technical data of ADIS and all sub-systems down to the first line spare parts level and record all changes to the configuration of the equipment.

The Contractor must maintain the documents shown in Table 1 below, which identifies the reference in the acquisition SOW. The initial version of these documents will be the approved version from the acquisition contract.

Table 1: Documents to be maintained

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System
(ADIS)
Annex A (Statement of Work) – In-Service Support (ISS)

<u>(Acquisition Contract Reference)</u>		
<u>DID</u>	<u>Document</u>	<u>Format</u>
SE-313	Equipment Specifications	MS Office 2010 (or other approved by TA)
IL-526	Equipment Breakdown Structure (EBS)	MS Office 2010 (or other approved by TA)
IL-527	Configuration Status Accounting Report (CSAR)	MS Office 2010 (or other approved by TA)
IL-502	Maintenance Plan	MS Office 2010 (or other approved by TA)
IL-504	Serial Number Register (SNR)	MS Office 2010 (or other approved by TA)
IL-510	Provisioning Parts Breakdown (PPB) / Recommended Spare Parts List (RSPL)	MS Office 2010 (or other approved by TA)

Updates to these documents must be completed by the Contractor and the updated documents provided to DND within twenty (20) working days of the requirement to change the document being identified. The TA will review the updates and provide comments within fifteen (15) working days. The Contractor must provide the updated document either through e-mail, CD-ROM or through the Contractor's FTP site.

The Contractor must hold current master copies of the above documents, in both hard and electronic copy, suitable for reproduction. The TA will remain the approval authority for all changes to these documents.

3.3.4 Obsolescence Management and Materiel Change Notice

Throughout the in-service life of ADIS, it is anticipated that several components of the system will become obsolete or no longer be manufactured. The Contractor must establish a proactive system to ensure that all ADIS components are current and available throughout its service life.

Over the period of the ISS contract, the Contractor must work with parts suppliers and vendors to ensure current knowledge on the availability of all components in ADIS and to recommend to the TA through the AIR, appropriate resolution action such as lifetime procurement or a materiel change when it becomes aware that components are becoming obsolete or no longer available.

When necessary, the Contractor must submit proposed changes in the form of a Material Change Notice (MCN) to the ADIS configuration to the TA for approval in accordance with CDRL ISS-003/DID ISS 003

The Contractor must track and report the status of proposed configuration changes and maintain the status of the implementation of approved changes in accordance with the CM section of this SOW.

3.4 Core Work - Maintenance Support

3.4.1 General

The DND approved Maintenance Plan will outline the division of maintenance tasks performed by DND and the Contractor. Contractor maintenance support activities includes conduct and management of maintenance support, warranty work, limited operator and first line maintenance and R&O including repair, modification and refurbishment.

3.4.2 Equipment Advisories

The Contractor must alert the TA of any problem, process or situation that may affect the system, by providing Equipment Advisories in accordance with CDRL ISS-004 / DID ISS-004, with an impact assessment for the CAF specific configuration, so that appropriate action and follow-up may be taken.

3.4.3 R&O General

R&O work includes Contractor repair, modification and refurbishment, to all sub-systems/major assemblies of ADIS. The work requirements for these activities are detailed below.

The management procedures and work tasks to be followed in processing ADIS material subject to R&O is deemed as core work.

The Contractor must follow the procedures described in DND CFTO A-LM-184-001/JS-001 and the work requirements below to complete R&O work under the ISS contract.

For all R&O work, the Contractor must maintain the configuration of the ADIS as defined by the Product Baseline (PBL) in effect at the time of commencement of the R&O work, unless otherwise approved by the TA.

Following the completion of Contractor R&O activities, the Contractor must demilitarize and dispose of non-serviceable or non-repairable components in accordance with applicable regulations, the Defence Production Act, and applicable environmental laws and regulations. See section 4.6.3 for further information on demilitarization.

3.4.3.1 Delivery Location

DND will only ship ADIS equipment requiring service to and from the designated Contractor Canadian facility. DND will provide and pay for shipping to and from a DND facility and the designated Contractor Canadian facility. The Contractor will be responsible to ship and receive parts outside of Canada, if required.

3.4.3.2 Receipt and Control of R&O Materiel

ADIS may be employed in environments where there is a risk that these systems will be exposed to CBRN threats. All materiel sent to the Contractor for R&O work will be decontaminated by DND to a thorough level as defined in CFTO B-GJ-005-311/FP-020.

A procedure will be established by DND whereby no ADIS materiel requiring R&O will be sent to the Contractor without an accompanying DND 2589 Certification of Decontamination certificate. The certificate will identify whether the materiel has been exposed/not exposed to CBRN contamination. The certificate will be completed and approved by a DND authorized representative. If the materiel has been exposed to CBRN contamination, the certificate will identify the contaminant and what decontamination procedures have been performed.

For instances where a DND 2589 certification has not been sent with the materiel, or the information in the certificate is incomplete, the Contractor must immediately isolate the materiel, advise the TA accordingly by e-mail, and wait for further instructions.

Prior to acknowledging receipt of materiel the Contractor must:

- a. Confirm that a DND 2589 certificate is included and completed;
- b. Verify that materiel received corresponds with the packing slip that accompanies the shipment and report any discrepancies to the TA;
- c. Inspect such materiel to ensure that it is a candidate for R&O work under the ISS contract;
- d. Segregate materiel which were improperly sent to the Contractor and request disposition instructions from the TA; and
- e. Provide adequate and segregated storage area for materiel pending authorization for commencement of R&O work.

Upon receipt of materiel, the Contractor must:

- a. Identify the equipment and obtain approval authority from the TA to repair;
- b. Open a work order within two (2) working days of delivery;
- c. Carry out a physical check to ensure that the item is complete and is in accordance with the accompanying documentation;

- d. Complete receipt including any adjustment transactions and work orders; and
- e. Action warrantied materiel.

If there is any missing information or documentation required for ADIS R&O materiel, the Contractor must make a request through NDQAR.

For repairable items where the basis of payment is other than firm fixed price, and based upon available information or inspection of the item, the Contractor must determine the extent of work required, prepare a cost estimate, and if cost to repair is below the maximum repair cost (MRC), proceed with the repair. Whenever cost to repair threatens to exceed the MRC, the Contractor must request authority in writing to proceed with the repair in accordance with Part 2 of A-LM-184-001/JS-001.

Maximum Repair Cost (MRC) is 50% of the items replacement cost (unless stated otherwise by the TA).

Where it is impossible to determine the cost to repair, the Contractor may be granted authority by the TA to strip the equipment so as to assess its repair or overhaul potential and to estimate the costs. Unless otherwise specified, and regardless of the value of the equipment, the cost of the work involved in estimating repair is chargeable to the item whether or not it is subsequently repaired.

3.4.3.3 Preservation and Packaging Failure

The Contractor must report R&O materiel damaged due to preservation and packaging failures in shipments to the TA using form CF 777, Unsatisfactory Condition Report (UCR), supported by photographs in accordance with CFTO C-02-015-001/AG-000.

3.4.3.4 Completion of Work

On completion of R&O work, the Contractor must prepare and submit a Stock holding Code (SC) change notification in accordance with Part2 of A-LM-184-001/JS-001.

The Contractor must stamp, sign and submit the following “Contractor Certificate” on the CFSS supply document prior to transmitting the SC change notification.

Contractor Certification

I certify that the item(s) listed above have been inspected, tested and conform to all specifications and requirements detailed in the ISS contract or purchase order.

Signature _____ **Date** _____

(Contractor Quality Control (QC))

3.4.3.5 Transportation

The Contractor must action all transportation requirements in accordance with Part 8 of A-LM-184-001/JS-001.

3.4.3.6 Warranty Consideration

The Contractor must action materiel which has been returned for warranty consideration in accordance with PART 10 of A-LM-184-001/JS-001.

3.4.3.7 Stop Repair Action

The Contractor must comply with all stop repair instructions from the TA as detailed in PART 2 of A-LM-184-001/JS-001.

3.4.3.8 Return of Materiel following R&O

When applicable, the Contractor must use shipping containers provided by DND to return materiel from R&O work.

Surplus reusable containers must be brought on charge (BOC) to the Contract Repair Parts Account (CRPA), in accordance with Part 3 of A-LM-184-001/JS-001. The Contractor must inspect, repair and/or repaint reusable metal or wooden containers. If a requirement to repair, replace or provide a reusable container or other packaging materiel has been identified, it will become a charge against the ISS contract at a negotiated rate shown in the "basis of payment" and on the repair work order.

The Contractor must provide preservation, packaging, and packing in accordance with D-LM 008-036/SF-000, DND Minimum Requirements for Manufacturer's Standard Pack if the materiel was not sent by DND in its own shipping container.

3.4.3.9 Reporting

The Contractor must report all R&O activities as part of the ISS Status Report in accordance with CDRL/DID IL-001.

3.4.4 Supply Support

3.4.4.1 General

A key factor in ensuring effective ISS for ADIS is the capability to provide spare parts and consumables for the system in a timely and effective manner.

Core work for supply support includes but is not limited to the following activities:

- a. Management of supply support;
- b. Acquisition of first line repair parts, Special Tools and Test Equipment (STTE), as well as consumables;
- c. Warehousing of Government Owned Material (GOM); and
- d. Annual verification of GOM stock integrity.

3.4.4.2 Acquisition of First Line Spare Parts, STTE, and Consumables

The Contractor must acquire spare parts, STTE, as well as consumables, and be capable of delivering all replenishment materiel to any location in Canada. The DND supply system and associated LCMM will be involved in supplying these items, as required.

The issue of first line spare parts and consumables is addressed in tasking work in section 4.6.2.

3.4.4.3 Third Line Spare Parts

ADIS third line spare parts are those parts, and consumables, required to complete Third Line repair to ADIS sub-systems and or major assemblies. DND will not be providing Contract Issue Spares (CIS) for third line repair work.

The Contractor must acquire any and all spare parts required for third line maintenance to enable completion of third line repair within required Turn Around Time (TAT) of 90 calendar days, as defined in section 4.5.1.2.

DND will pay for third line spare parts as they are consumed and in accordance with the pricing structure of the spare parts list.

3.4.4.4 Stocktaking

The Contractor must plan, initiate, complete and report a one hundred percent (100%) manual stocktaking of Repairable Materiel Account (RMA), Repair Shop Account (RSA), Contractor Repair Parts Account (CRPA), Government Furnished Overhaul Spares (GFOS), and any Government Furnished Material (GFM) provided to the Contractor, as a minimum once every year in accordance with Part 6 of A-LM-184-001/JS-001.

The Contractor must record the results of verifications for review by the TA as and when requested as well as retain the results for a minimum of five (5) years from when the record was created.

The Contractor must report all discrepancies i.e. differences between actual GOM and associated records and documentation, to the DND QAR within 24 hours of the discrepancy being identified.

In the event of discrepancies, between the Contractor's and DND records, the records of DND are to be considered the official records unless otherwise agreed upon by the TA in accordance with of A-LM-184-001/JS-001.

The Contractor is responsible for all discrepancies between stocks held and its records. In the event of a discrepancy, the Contractor must replace the item(s) in question at the Contractor's own expense.

3.4.4.5 Transaction Documentation

The Contractor must document and archive the following auditable transaction documentation by applicable account (RMA or RSA) warehouse either by Stock Code or by requisition number, in accordance with Part 3 of A-LM-184-001/JS-001:

- a. Stock Code sequence followed by requisition number; and
- b. Requisition number/DND 626 number.

3.4.4.6 Contractor Supply Accounting

The Contractor must account for materiel held on CRPA, RSA and RMA must be accounted for as per the Canadian Forces Supply System (CFSS) automated procedures in accordance with A-LM-184-001/JS-001.

Contractor Furnished Material (CFM) and Government Furnished Overhaul Spares (GFOS) will be accounted for by the Contractor, in either a manual or an automated system.

Regardless of the method used, the Contractor must maintain an audit trail acceptable to DND. Further, any automated or manual materiel accounting system must first be approved by the TA. Supply accounting records for DND materiel must be maintained separately from other company records.

4 TASKING WORK REQUIREMENTS

4.1 Tasking Work – General

Tasking work is defined as work that will need approval from the TA prior to commencing.

This approval of tasking work will be in one of the following forms:

- a) Completed DND 626 authorizing a specific work task to be completed;
- b) Pre-authorized R&O repair using a Selection Notice and Priority Summary (SNAPS) procedure that does not exceed the maximum repair cost (MRC); or
- c) Authorized Task Authorization (TA) for first line spare parts and consumables from base/unit.

Tasking work is separate work from core work in that it is billable on a task by task basis.

4.2 Configuration Management

As part of the DND 626, the Contractor may be tasked to update the following deliverables.

Table 2: Documents to be updated

<u>(Acquisition Contract Reference)</u>		
<u>DID</u>	<u>Document</u>	<u>Format</u>
IL-518	Kit List	MS Office 2010 (or other approved by TA)
IL-515	Operators Manual	MS Office 2010 /Adobe PDF (or other approved by TA)
IL-516	First-line Maintenance Manual	MS Office 2010 /Adobe PDF (or other approved by TA)
IL-517	User Guide	MS Office 2010 /Adobe PDF (or other approved by TA)
IL-521	Training Plan	MS Office 2010 (or other approved by TA)
IL-522	Training Course Material	MS Office 2010 (or other approved by TA)
SE-307	Technical Data Package	MS Office 2010 (or other approved by TA)

Unless otherwise specified by the tasking, updates to these documents must be completed by the Contractor and the updated documents provided to DND within twenty (20) working days of the requirement to change the document being identified. The TA will review the updates and provide comments within fifteen (15) working days. The Contractor must provide the updated document either through e-mail, CD-ROM or through the Contractor's FTP site.

4.3 Operations and Training Exercise Support

4.3.1 General

When ADIS is deployed, either for operations or for training exercises, the Contractor must provide immediate access to technical personnel with advanced knowledge on the operation and maintenance of ADIS, through either help desk support or Field Service Representative (FSR) support.

4.3.2 Help Desk Tasking

The Contractor must provide help desk tasking services if, and only if, authorized through the issue of a DND 626.

When tasked, the Contractor must provide a help desk service staffed with qualified technical personnel to assist DND personnel in resolution of their operational or technical/maintenance queries. The Contractor must respond to help desk queries from DND within four (4) hours.

The Contractor must be capable of providing bilingual, English and French, services through the help desk.

The Contractor must provide a toll free telephone number, a toll free fax number, and an e-mail address to access the help desk.

4.4 Tasking Work - Engineering/ Technical Support

4.4.1 Technical Investigation and Engineering Services (TIES)

When authorized by the issuance of a DND 626, the Contractor must undertake technical investigations and engineering studies. This activity includes the provision of system and maintenance support and management services. It includes the requirement analysis and planning to ensure current reliability availability of specifications can be met, the scheduling of maintenance, the identification of spares and support, as well as the development of policies and maintenance procedures. It also includes ISS contract management activities as well as the validation and acceptance of deliverables when maintenance activity is contracted.

The Contractor must complete a TIES report if stipulated on the DND 626.

4.4.2 Special Investigations and Technical Studies (SITS)

When authorized by the issuance of a DND 626, the Contractor must undertake special investigation and technical studies and must provide relevant data to these investigations as and when required. The scope of work normally covered under

special investigation and technical studies is to cater for equipment not meeting specification standards or due to repetitive failures.

The Contractor must complete a SITS report if stipulated on the DND 626.

4.4.3 Contractor Field Service Representatives (FSRs) Support

FSR support includes but is not limited to any of the following activities: system operation, maintenance, installations, modifications, and operator or maintenance training on ADIS and sub-systems

The Contractor must complete FSR support services only when authorized through the issue of a DND 626. FSR support could be required both nationally and internationally, including areas where CAF deployments are subject to hostile activities.

The Contractor must ensure that STTE and third line spare parts, which are anticipated as being required for the tasking, are available for shipping simultaneously with the deployment of the FSR.

4.5 Tasking Work - Maintenance Support

4.5.1 Contractor Repair

4.5.1.1 General

The Contractor must ensure that after maintenance, the ADIS system meets the current baseline configuration as defined in the current configuration management (CM) data items. If the equipment does not meet the baseline configuration, the Contractor must perform the work required to bring the equipment into conformance with the system baseline configuration.

The Contractor must complete repairs to repairable ADIS material in accordance with the procedures defined in DND CFTO A-LM-184-001/JS-001 for materiel categorized as free-flow equipment and in accordance with the Selection Notice and Priority Summary (SNAPS) for an RMA.

In the event that the estimated cost of repair exceeds the MRC identified under SNAPS, the Contractor must advise the CA accordingly and request direction from the CA. The Contractor must not exceed the MRC unless otherwise authorized by the CA.

Loss or damage of materiel in transit must be actioned in accordance with Part 8 of A-LM-184-001/JS-001.

The Contractor must report to the NDQAR all instances of loss or damage to Government Owned Material (GOM) in its custody within one (1) working day of confirmation of its discovery.

The Contractor must report to the NDQAR all instances of materiel being incorrectly delivered to its facility within one (1) working day of its delivery.

4.5.1.2 Turn Around Time (TAT)

TAT is defined as that period of time from the date of receipt of ADIS materiel at the Contractor's designated Canadian facility to the date the item is reported serviceable to the designated ND Quality Assurance Region (NDQAR). If applicable, the time required to complete customs clearances and to ship as well as return the item to the designated Canadian facility is included when determining the TAT.

The Contractor must receipt the R&O item within one (1) working day of delivery to its facility.

The Contractor must complete all third line repair work within the assigned TAT of ninety (90) calendar days from receipt.

4.5.1.3 Priority for Contractor Repair

Unless otherwise advised by the TA, the Contractor must process repairs on a first in, first out basis.

It will be acceptable to prioritize minor adjustments, calibration or cleaning to system components where suitable and practical, in cases with minimal impact on other repairs.

4.5.1.4 Operator and First Line Maintenance

The Contractor will not normally be tasked to complete operator and first line maintenance as identified in the approved operator and maintenance manual.

However, when R&O work is being completed, there may be a requirement for operator and/or first line maintenance work to be completed concurrently with the completion of the R&O work. This includes but is not limited to all necessary disassembly, inspection, cleaning, repair or replacement of faulty parts, re-assembly, adjustments, calibration, recertification, and packaging and shipping tasks to return the ADIS to Canada in a fully operational condition.

The Contractor must provide all spare parts and complete all necessary operator and first line maintenance work, to ensure ADIS equipment sent by DND is fully

serviceable. The cost to complete this work is to be included in the MRC identified in the SNAPS.

4.5.2 Upgrades and Modifications

Throughout the in-service life of the ADIS, there may be requirements to upgrade and/or modify the system. When appropriate, the Contractor will be tasked under the TIES provisions in the ISS contract to develop the modification/upgrade. When the modification/upgrade is finalized, the Contractor may be tasked to complete its implementation on ADIS under the R&O provisions in the ISS contract.

The Contractor must complete all modifications/upgrades to the ADIS system only when authorized through the issue of a DND 626.

4.5.3 Refurbishment

There may be a requirement to conduct a thorough serviceability and completeness inspection to identify faults and deficiencies in ADIS and to take corrective action to ensure the system is completely serviceable and available for deployment on short notice.

The Contractor must complete refurbishment activities to ADIS systems and sub-systems only when authorized through the issuance of a DND 626.

4.6 Tasking Work - Supply Support

4.6.1 Supply Support General

Unless otherwise authorized by the TA, the Contractor must only use new parts which are to the design criteria defined in the PBL in effect at the time of repairs.

4.6.2 First Line Parts, STTE and Consumables

The Contractor must deliver spare parts and consumables for first line maintenance only when authorized through a Task Authorization (TA).

When authorized, the Contractor must deliver the demanded first line spare parts and consumables to the required destination within fifteen (15) calendar days.

Pricing for spare parts, and consumables will be in accordance with the RSPL in effect at the time of demand.

4.6.2.1 Issue of Shelf Life Items

Materiel issued by the Contractor must have a minimum of 90 percent shelf life remaining on its designated shelf life unless otherwise approved by the TA.

4.6.3 Demilitarization and Disposal of ADIS Materiel

The Contractor must demilitarize and/or dispose ADIS materiel, including consumables, components, sub-components and the complete system only when authorized through the issue of a DND 626.

All demilitarization/disposal activities must be performed in accordance with applicable regulations, the Defence Production Act, and applicable environmental laws and regulations.

4.7 Tasking Work - Training Support

4.7.1 General

When authorized through the issue of a DND 626, the Contractor must maintain and update the steady state training course and materials developed for Initial Cadre Training (ICT).

The Contractor may be tasked to provide the training materials for additional training serials.

4.7.2 Provision of Training Courses

When requested by the TA and approved through an authorized DND 626, the Contractor must conduct ICT courses with qualified instructors in English with French assistance, as necessary, and provide the necessary bilingual training materials.

4.7.3 Additional training material and courses

When requested by the TA, and approved through an authorized DND 626 or a negotiated ISS contract amendment, the Contractor must develop and/or conduct new training courses, for example maintainer or familiarization training.

4.8 Tasking Work - Publications Support

4.8.1 Maintenance and Upgrading of Publications

The Contractor must follow the general procedures with respect to management of publications as contained in Part 11 of A-LM-184-001/JS-001. The Contractor must confirm the TA requirements for publications and submit them to the TA for approval. The Contractor must develop procedures to control all DND publications in their possession and be responsible for amending all DND publications in his custody. The record of amendments must be maintained as indicated in the applicable area of each publication.

Unless otherwise specified, publications may be copied and/or extracts taken from them. As these copies/extracts are not subject to follow-up amendment action,

they are not valid for use as a reference document and must be stamped "FOR INFORMATION ONLY". Contractors must ensure that any classified documents are provided with the appropriate security, consistent with the provisions of A-SJ-100-001/AS-000.

The Contractor must respond to any request for "verification of publication holdings" which may be requested periodically by DND

4.9 Tasking Work – ADIS Storage

Upon authorization through a DND 626, the Contractor must provide secure storage for one or more ADISs. The Contractor must ensure that the System is available and fully operational for DND use within twenty (20) business days after notification by the TA.

Appendix AA

Contract Data Requirements List (CDRLs)

Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS) In-Service Support (ISS)

DND Document # W8476-145109

RDIMS # 3921287



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Prepared by:

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National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2

1. CONTRACT DATA REQUIREMENTS LIST (CDRL)

The following table lists the CDRLs (Block 2 – Title or Description of Data) attached to this Annex, including their CDRL number (Block 1 – CDRL Number) as well as their associated Data Item Description (DID) Number (Block 4 – Authority Number (DID)):

CDRL Number	Title	Associated DID	Short title
ISS-001	In Service Support (ISS) Status Report	ISS-001	
ISS-002	Registry of Problem Reports	ISS-002	PR
ISS-003	Material Change Notice Request	ISS-003	MCN
ISS-004	Equipment Advisories	ISS-004	EA

2. CDRL DEFINITIONS

CONTRACT DATA REQUIREMENTS LIST (LEGEND)						DND Form 1413			
A. SYSTEM / ITEM Use project title				B. CONTRACT / RFP NUMBER Initially RFP # then actual contract #					
C. SOW IDENTIFIER Used if multiple SOW in same contract		D. DATA CATEGORY According to category of data		E. CONTRACTOR Contractor's name / NATO Supply Code (NSCM)					
1. ITEM NUMBER 000 Sequential three digit #, starting 000		2. TITLE OR DESCRIPTION OF DATA Use title of DID (Data Item Description)		3. SUBTITLE Sub title as required – often the abbreviation.					
4. AUTHORITY (Data Item Number) (Data Item Description #)		5. CONTRACT REFERENCE Paragraph # of SOW, Specs as applicable		6. REQUIRING OFFICE Office of Primary Interest within Dept of National Defence					
7. INSPECTION See codes section 16	9. INPUT X Indicates integrated results from associated Contractors	10. FREQUENCY See codes section 16	12. DATE OF 1st SUBMISSION See section 16	14. DISTRIBUTION and ADDRESSEES See section 16					
8. APP CODE A indicates approval is needed		11. AS OF DATE See section 16	13. DATE OF NEXT SUBMISSIONS See section 16	A. ADDRESS		B. COPIES			
					DRAFT		FINAL		
					Hard	Soft	Hard	Soft	
16. REMARKS 7. INSPECTION Codes indicate requirement for INSPECTION and ACCEPTANCE of data: SS = Source, Source DD = Destination, Destination SD = Source, Destination DS = Destination, Source 10. FREQUENCY ANNLY = annually ASGEN = as generated BI-MO = each two months BI-WK = each two weeks DAILY = daily DFDEL = deferred delivery DFREQ = deferred requisitioning MNTHLY = monthly ONE/R = one time with revisions OTIME = one time QRTLY = quarterly R/ASR = Revisions as required SEMIA = every six months WKLY = weekly 12. DATE OF 1st SUBMISSION ASGEN = as generated ASREQ = as required DAC = days after Contract Award MAC = months after Contract Award DFREQ = deferred requisitioning DFDEL = deferred delivery EOC = end of contract EOM = end of month EQQ = end of quarter 13. Sub = Subsequent submissions. Indicates constraint if any. 14. Hard = Paper copies, Soft = electronic copies									
PREPARED BY DCSEM 5-5		APPROVED BY PM							
DATE		DATE							
17. CONTRACT FILE/DOC NUMBER Contractor's file # as needed		18. ESTIMATED NO OF PAGES Contractor's input		19. ESTIMATED PRICE Contractor's input		15. TOTAL			

3. DATE CALCULATIONS

Delivery dates are expressed in working days or calendar months, and are to be calculated as follows:

Working days excludes weekends and the following designated holidays (based on CFAO 16-1 Annex A):

- New Year's Day,*
- Good Friday,
- Easter Monday,
- Victoria Day (the Monday on or immediately preceding 24 May),
- St-Jean Baptiste (24 Jun) or one other civic holiday,
- Canada Day (1 Jul),*
- Labour Day (first Monday in September),
- Thanksgiving Day (second Monday in October),
- Remembrance Day (11 Nov);* and
- Christmas and Boxing Days.**

Note: When a holiday marked with an asterisk (*) falls on a weekend, the following Monday will be taken as the designated holiday. When Christmas Day (**) falls on a Saturday, the following Monday and Tuesday will be taken as the designated Christmas/Boxing Day holidays.

Months are based on date, e.g., the 15th to the 15th. When counting from the end of a month with more days than the target month, the due date will be the first day of the following month. For example, one month after 31 Jan is 1 Mar.

In all cases if the due date falls on a weekend or holiday, the deliverable must be due the following working day.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413		
A. SYSTEM / ITEM Area Detection and Identification System (ADIS)				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ADIS SOW		D. DATA CATEGORY		E. CONTRACTOR				
1. ITEM NUMBER CDRL-ISS-001		2. TITLE OR DESCRIPTION OF DATA In Service Support (ISS) Status Report		3. SUBTITLE				
4. AUTHORITY (Data Item Number) DID-ISS-001		5. CONTRACT REFERENCE		6. REQUIRING OFFICE DND PM (TA)				
7. INSPECTION DD	9. INPUT	10. FREQUENCY QTRLY	12. DATE OF 1st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE ASGEN	13. DATE OF next SUBMISSIONS ASREQ	A. ADDRESS	B. COPIES			
16. REMARKS Block 12: The initial ISS Status Report must be submitted for acceptance with the initial invoice for Core Work and quarterly thereafter.					DRAFT		FINAL	
					Hard	Soft	Hard	Soft
				TA		1		1
				CA		1		1
PREPARED BY DCSEM 5-5				APPROVED BY TA				
DATE				DATE				
17. CONACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL		
						2		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Contract Data Requirements List (CDRLs)

A. SYSTEM / ITEM Area Detection and Identification System (ADIS)				B. CONTRACT / RFP NUMBER																				
C. SOW IDENTIFIER ISS SOW		D. DATA CATEGORY		E. CONTRACTOR TBD																				
1. ITEM NUMBER CDRL ISS-002		2. TITLE OR DESCRIPTION OF DATA Registry of Problem Reports		3. SUBTITLE N/A																				
4. AUTHORITY (Data Item Number) DID ISS-002		5. CONTRACT REFERENCE		6. REQUIRING OFFICE TA																				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASGEN	12. DATE OF 1 st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES																				
8. APP CODE A		11. AS OF DATE	13. DATE OF SUB SUBMISSION	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 5px;">A. ADDRESS</td> <td colspan="4" style="padding: 5px;">B. COPIES</td> </tr> <tr> <td colspan="2"></td> <td colspan="2" style="padding: 5px;">DRAFT</td> <td colspan="2" style="padding: 5px;">FINAL</td> </tr> <tr> <td style="padding: 5px;">Hard Copy</td> <td style="padding: 5px;">Soft Copy</td> <td style="padding: 5px;">Hard Copy</td> <td style="padding: 5px;">Soft Copy</td> <td style="padding: 5px;">Hard Copy</td> <td style="padding: 5px;">Soft Copy</td> </tr> </table>				A. ADDRESS		B. COPIES						DRAFT		FINAL		Hard Copy	Soft Copy	Hard Copy	Soft Copy	Hard Copy
A. ADDRESS		B. COPIES																						
		DRAFT		FINAL																				
Hard Copy	Soft Copy	Hard Copy	Soft Copy	Hard Copy	Soft Copy																			
16. REMARKS Block 12: The Registry of Problem Reports shall be submitted to the TA for acceptance within seven (7) working days of receipt of the Problem Report by the Contractor.				TA			1		1															
PREPARED BY DCSEM 5-5		APPROVED BY TA		15. TOTAL			1	1																
DATE		DATE																						
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE																				

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Contract Data Requirements List (CDRLs)

A. SYSTEM / ITEM Area Detection and Identification System (ADIS)				B. CONTRACT / RFP NUMBER				
C. SOW IDENTIFIER ISS SOW		D. DATA CATEGORY		E. CONTRACTOR TBD				
1. ITEM NUMBER CDRL ISS-003		2. TITLE OR DESCRIPTION OF DATA Materiel Change Notice (MCN) Request		3. SUBTITLE N/A				
4. AUTHORITY (Data Item Number) DID ISS-003		5. CONTRACT REFERENCE		6. REQUIRING OFFICE TA				
7. INSPECTION DD	9. INPUT	10. FREQUENCY ASREQ	12. DATE OF 1 st SUBMISSION See Block 16	14. DISTRIBUTION and ADDRESSEES				
8. APP CODE A		11. AS OF DATE	13. DATE OF SUB SUBMISSION	A. ADDRESS	B. COPIES			
					DRAFT		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
16. REMARKS Block 12: Materiel Change Notice Requests shall be submitted by the Contractor for acceptance within ten (10) working days of becoming aware of the requirement for a change to the approved Product Base Line (PBL). Response Time: Acceptance/Rejection of the proposed change will be provided by the TA within ten (10) working days of receipt.				PWGSC CA		1		1
				TA		1		1
PREPARED BY DCSEM 5-5				APPROVED BY TA				
DATE				DATE				
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES		19. ESTIMATED PRICE		15. TOTAL <div style="display: flex; justify-content: space-between; padding: 0 10px;"> 2 2 </div>		

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Contract Data Requirements List (CDRLs)

CONTRACT DATA REQUIREMENTS LIST						DND Form 1413	
A. SYSTEM / ITEM Area Detection and Identification System (ADIS)				B. CONTRACT / RFP NUMBER			
C. SOW IDENTIFIER ISS SOW		D. DATA CATEGORY		E. CONTRACTOR TBD			
1. ITEM NUMBER CDRL ISS-004		2. TITLE OR DESCRIPTION OF DATA Equipment Advisories (EA)		3. SUBTITLE EA			
4 AUTHORITY (Data Item Number) DID ISS-004		5. CONTRACT REFERENCE		6. REQUIRING OFFICE TA			
7. INSPECTION SD	9. INPUT X	10. FREQUENCY ASGEN	12. DATE OF 1st SUBMISSION ASREQ	14. DISTRIBUTION and ADDRESSEES			
8. APP CODE		11. AS OF DATE See Block 16	13 DATE OF Sub SUBMISSIONS N/A	A. ADDRESS	B. COPIES		
					DRAFT		FINAL
					Hard	Soft	Hard Soft
16 REMARKS Block 11: The Contractor must submit an EA within 10 working days of identification of problems, processes or situations that may affect the equipment. Response Time: The TA will provide reply to EA within 10 working days of receipt.				TA			1
PREPARED BY DCSEM 5-5		APPROVED BY TA					
DATE		DATE					
17. CONTRACT FILE/DOC NUMBER		18. ESTIMATED NO OF PAGES	19. ESTIMATED PRICE	15. TOTAL			1

Appendix AB

Data Item Descriptions (DIDs)

Canadian Armed Forces Chemical Sensor Area Detection and Identification System (ADIS)

In-Service Support (ISS)

DND Document # W8476-145109

RDIMS #3921730



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées.

Prepared by:

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Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2

1. DATA ITEM DESCRIPTION (DID) LIST

The following table lists the DIDs contained in this Annex, including their DID number as well as their associated Contract Data Requirements List (CDRL) number.

DID Number	Title	Associated CDRL	Short Title
ISS-001	In Service Support (ISS) Status Report	ISS-001	
ISS-002	Registry of Problem Reports	ISS-002	PR
ISS-003	Material Change Notice	ISS-003	MCN
ISS-004	Equipment Advisories	ISS-004	EA

2. APPLICABLE DOCUMENTS

The standards, specifications and publications identified in the RAG (Appendix AE) to volume 2, Annex A are applicable to the extent specified in this document.

Any documents in Volume 2, Appendix AE to Annex A not specifically identified in the text of this document are to be considered as supplemental information.

In the event of a conflict between the text of this document and the references cited herein, the text of this document takes precedence.

In the event of inconsistency within the document, the Technical Authority (TA) will provide clarification.

Unless otherwise specified, the issue or amendment of a document effective for this contract is the one in effect on the RFP closing date.

3. DID FORM DEFINITIONS

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

BLOCK 1 – TITLE

The title of the data item for the DID.

BLOCK 2 - IDENTIFICATION NUMBER

The DID number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID.

BLOCK 3 - DESCRIPTION

Provides a general description of the data content requirements.

BLOCK 4 - APPROVAL DATE

Indicates the date of the originator's approval of the DID.

BLOCK 5 - OFFICE OF PRIMARY INTEREST (OPI)

The office of primary interest for the review, acceptance and/or approval of the data item.

BLOCK 6 - GIDEP APPLICABLE

An "X" indicates that the data is to be submitted by a Government organization or the Contractor to the Government/Industry Data Exchange Program (GIDEP). Otherwise the block is left blank.

BLOCK 7 - APPLICATION / INTERRELATIONSHIP

Provides the application details and interrelationship of the data item to other DIDs or documents.

BLOCK 8 - ORIGINATOR

Indicates the originator's office responsible for the DID.

BLOCK 9 - APPLICABLE FORMS

Indicates any form associated with the DID.

BLOCK 10 - PREPARATION INSTRUCTIONS

Provides the preparation instructions, including format and content requirements, for the data.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Data Item Descriptions (DID)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">In Service Support (ISS) Status Report</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">ISS-001</p>		
3. DESCRIPTION/PURPOSE <p>The ISS Status Report provides information on progress made during the reporting period.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION/INTERRELATIONSHIP CDRL ISS-001			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS <div style="margin-top: 10px;"> 10.1 <u>FORMAT</u> <p style="margin-left: 40px;">The ISS Status Report must be in the Contractor's own format or as directed by the Technical Authority (TA).</p> </div> <div style="margin-top: 10px;"> 10.2 <u>CONTENT</u> <div style="margin-left: 20px;"> 10.2.1 Management <div style="margin-left: 20px;"> 10.2.1.1 The ISS Management section must identify: <ul style="list-style-type: none"> a. Changes in key personnel, facilities, and procedures; b. Schedule of work activities to be completed in the following period; and c. Identification of areas of concern in completing contract requirements. </div> <div style="margin-left: 20px;"> 10.2.1.2 Engineering/Technical Support <ul style="list-style-type: none"> a. Configuration Management(CM) activities and issues; b. Obsolescence management issues and activities; and c. System upgrade issues. </div> <div style="margin-left: 20px;"> 10.2.1.3 Maintenance Support The Maintenance Support section must include a list of all equipment received and those returned during the reporting period, with the following information: <ul style="list-style-type: none"> a. The equipment's, NSN, part number and serial number (if applicable); b. The date and origin of the equipment was received; c. The date the equipment was taken on Contractor charge in the Defence Resource Management Information System (DRMIS); d. A description of fault reported and the fault confirmed; e. The maintenance tasks in progress and completed; f. The spare parts used to complete the maintenance tasks; g. The date the equipment was reported serviceable to the NDQAR; h. The labour and the spare parts costs to complete the maintenance tasks; and i. Identification whether the work was taskings work or warranty work. </div> </div> </div> <div style="margin-left: 20px; margin-top: 10px;"> 10.2.1.4 Supply Support </div>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Data Item Descriptions (DID)

10.2.1.4.1	ADIS materiel held by the Contractor Identification of each materiel item by stock number, name, manufacturer's part number, quantity held, serial numbers (if applicable), and annotation if whether it is a shelf life item or not.
10.2.1.4.2	Materiel Issued/Disposed Of During Period Record of each supply activity whether a receipt, issue or transfer of ownership. Record to contain pertinent info of serial number, quantity, etc.
10.2.1.4.3	If activity was an issue, the date demand was received from DND's representative or the TA, the unit to which the issue was made, and the shipping date must be provided.
10.2.1.5	Tasking Update This section must provide a list of all active tasks, their due date, status updates and any other relevant issues or information concerning each task.
10.2.1.6	Field Service Representative (FSR) Progress Update If applicable, FSR progress will be reported using PWGSC Form 7139 "Progress Report Mobile Repair Parties" attached as an Annex to the Report.

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Data Item Descriptions (DID)

DATA ITEM DESCRIPTION			DND Form 1409
1. TITLE <p style="text-align: center;">Registry of Problem Reports</p>	2. IDENTIFICATION NUMBER <p style="text-align: center;">ISS-002</p>		
3. DESCRIPTION <p>The Registry of Problem Reports is an ongoing registry of technical problem reports on the ADIS as they arise within the Defence Resource Management Information System (DRMIS). The registry includes the Contractor recommended corrective or otherwise course of action and is updated as each problem report is raised.</p>			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A	
7. APPLICATION/INTERRELATIONSHIP CDRL ISS-002			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
10. PREPARATION INSTRUCTIONS 10.1 Format <p style="margin-left: 20px;">The format shall be in the Contractor's own format.</p> 10.2 Content <p style="margin-left: 20px;">When the Contractor receives notice of a DND generated problem report, it shall consider the technical problem identified and provide a recommendation for resolution to the TA via the registry. The recommendation can run the course from an isolated incident with no further action necessary to a safety issue requiring immediate attention and correction.</p> <p style="margin-left: 20px;">The registry must include the following information: a Contractor assigned incident number; the DRMIS identification number; the date of the incident; the location of the incident; the item affected; the serial number (if applicable); a summary of the problem; and the Contractor's recommendation for addressing the problem.</p> <p style="margin-left: 20px;">The Contractor must also record the direction of the TA with date and enter progress in the registry until the incident is considered closed by the TA. The registry is an ongoing history of problem reports and closed incidents must not be removed.</p>			

Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Data Item Descriptions (DID)

DATA ITEM DESCRIPTION			DND Form 1409																																																																											
1. TITLE Material Change Notice (MCN)		2. IDENTIFICATION NUMBER ISS-003																																																																												
3. DESCRIPTION The MCN provides the information required whenever changes to provisioning documentation occurs, including anticipated obsolescence issues.																																																																														
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE N/A																																																																												
7. APPLICATION / INTERRELATIONSHIP CDRL ISS-003																																																																														
8. ORIGINATOR DCSEM 5-5		9. APPLICABLE FORMS																																																																												
10. PREPARATION INSTRUCTIONS																																																																														
<p>10.1 <u>FORMAT</u></p> <p>An MCN must be prepared in accordance with D-01-100-215/SF-000, <i>Preparation of Material Change Notice</i>, to identify changes to parts or assemblies (down to the lowest replaceable part) or technical data.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 The MCN must include the information shown below.</p> <p>10.2.2 The MCN must substantiate the change, describe any change in the performance parameters or tolerances of affected parts or assemblies, and recommend a course of action for DND.</p> <table style="width: 100%; margin-top: 20px;"> <tr> <th style="text-align: left; width: 50%;">MANAGEMENT DATA</th> <th colspan="2" style="text-align: left; width: 50%;">ACTION REQUIRED (Check one only)</th> </tr> <tr> <td>Contractor</td> <td colspan="2"><input type="checkbox"/> Delete existing item without replacement</td> </tr> <tr> <td>Equipment Name</td> <td colspan="2"><input type="checkbox"/> Add new item</td> </tr> <tr> <td>Contract Number</td> <td colspan="2"><input type="checkbox"/> Replace existing item with new item</td> </tr> <tr> <td>MCN Sequence Number</td> <td colspan="2"><input type="checkbox"/> Amend existing item</td> </tr> <tr> <td>Submitted By</td> <td colspan="2">Change Authority</td> </tr> <tr> <td>Approved/Rejected (DND use only)</td> <td colspan="2"></td> </tr> </table> <table style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="text-align: left; width: 50%;">DATA FIELD CHANGED</th> <th style="text-align: left; width: 25%;">EXISTING DATA</th> <th style="text-align: left; width: 25%;">NEW DATA</th> </tr> </thead> <tbody> <tr><td>- Item Number (unique sequence no.)</td><td>_____</td><td>_____</td></tr> <tr><td>- Indenture Code</td><td>_____</td><td>_____</td></tr> <tr><td>- Item Name</td><td>_____</td><td>_____</td></tr> <tr><td>- Reference (Manufacturer's Part) No.</td><td>_____</td><td>_____</td></tr> <tr><td>- NSCM/CAGE Code</td><td>_____</td><td>_____</td></tr> <tr><td>- OEM's Part Number (if assigned)</td><td>_____</td><td>_____</td></tr> <tr><td>- NATO Stock Number (if assigned)</td><td>_____</td><td>_____</td></tr> <tr><td>- Quantity Per Assembly</td><td>_____</td><td>_____</td></tr> <tr><td>- Standard Unit Price</td><td>_____</td><td>_____</td></tr> <tr><td>- Unit of Issue (UOI)</td><td>_____</td><td>_____</td></tr> <tr><td>- Unit of Measure</td><td>_____</td><td>_____</td></tr> <tr><td>- Government Supplied Material (GSM)</td><td>_____</td><td>_____</td></tr> <tr><td>- Procurement Lead Time (PLT)</td><td>_____</td><td>_____</td></tr> <tr><td>- Reference Designation</td><td>_____</td><td>_____</td></tr> <tr><td>- Shelf Life</td><td>_____</td><td>_____</td></tr> <tr><td>- Usage Rate</td><td>_____</td><td>_____</td></tr> <tr><td>- Recommended Buy Quantity</td><td>_____</td><td>_____</td></tr> </tbody> </table>				MANAGEMENT DATA	ACTION REQUIRED (Check one only)		Contractor	<input type="checkbox"/> Delete existing item without replacement		Equipment Name	<input type="checkbox"/> Add new item		Contract Number	<input type="checkbox"/> Replace existing item with new item		MCN Sequence Number	<input type="checkbox"/> Amend existing item		Submitted By	Change Authority		Approved/Rejected (DND use only)			DATA FIELD CHANGED	EXISTING DATA	NEW DATA	- Item Number (unique sequence no.)	_____	_____	- Indenture Code	_____	_____	- Item Name	_____	_____	- Reference (Manufacturer's Part) No.	_____	_____	- NSCM/CAGE Code	_____	_____	- OEM's Part Number (if assigned)	_____	_____	- NATO Stock Number (if assigned)	_____	_____	- Quantity Per Assembly	_____	_____	- Standard Unit Price	_____	_____	- Unit of Issue (UOI)	_____	_____	- Unit of Measure	_____	_____	- Government Supplied Material (GSM)	_____	_____	- Procurement Lead Time (PLT)	_____	_____	- Reference Designation	_____	_____	- Shelf Life	_____	_____	- Usage Rate	_____	_____	- Recommended Buy Quantity	_____	_____
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Department of National Defence
Canadian Armed Forces Chemical Sensor - Area Detection and Identification System (ADIS)
In-Service Support (ISS): Data Item Descriptions (DID)

DATA ITEM DESCRIPTION			DND FORM 1409
1. TITLE Equipment Advisories	2. IDENTIFICATION NUMBER ISS-004		
3. DESCRIPTION The purpose of equipment advisories is to alert the TA of any problem, process or situation that may affect the equipment so appropriate action and follow-up may be taken. Equipment advisories include service bulletins, technical advisories, health and safety alerts, and all other such notices to users and maintainers.			
4. APPROVAL DATE	5. OFFICE OF PRIMARY INTEREST DGLEPM / DCSEM 5-5 (TA)	6. GIDEP APPLICABLE	
7. APPLICATION / INTERRELATIONSHIP CDRL ISS-004			
8. ORIGINATOR DCSEM 5-5	9. APPLICABLE FORMS		
<p>10. PREPARATION INSTRUCTIONS</p> <p>10.1 <u>FORMAT</u> Equipment advisories must be provided in the Contractor's format.</p> <p>10.2 <u>CONTENT</u></p> <p>10.2.1 An equipment advisories must be a copy of, or must include pertinent excerpts from, all notices issued with respect to the equipment, including commercial or military service bulletins, technical advisories, and alerts, from any source, including the Contractor, subcontractors, vendors, Original Equipment Manufacturers (OEMs) of the equipment and its components, authorized maintainers and other users of the equipment known to the Contractor.</p> <p>10.2.2 Each equipment advisory (or group of equipment advisories) must be accompanied with a description of the impact to the following operation and support considerations:</p> <ul style="list-style-type: none"> a. Health and safety of users and/or the equipment; b. Operational performance of the equipment relative to the approved baseline; c. The design life of the equipment relative to the approved baseline; d. Logistic support factors, such as maintenance, availability or suitability of spare parts, support costs, operational life, and training; and e. Impending obsolescence of the equipment or any component of the equipment that could adversely affect supportability, support costs and/or the expected operational life. <p>10.2.3 Where the notice of equipment deficiency is provided by a third party (originator is neither the CAF nor the Contractor), the submitted equipment advisory to the CAF must include the Contractor's response to the originator of the notice of deficiency.</p>			

ANNEX B
In-Service Support (ISS)
Contract Deliverables Pricing List

Prepared by:
PMO CBRN
National Defence Headquarters
Major General George R. Pearkes Building
Ottawa, Ontario
K1A 0K2

RDIMS 3957750

Table 1 – In-Service Support Deliverables

	DESCRIPTION	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE	
Contract Line Item No. (CLIN)		Instructions	Destination						
ISS CLIN-1	Core Work - Program Management (Delivery Period to Year 5)	As per Annex "A" ISS SOW 3.2	N/A QAC C	Quarterly	Delivery Period	\$	4	\$	
				Quarterly	1	\$	4	\$	
				Quarterly	2	\$	4	\$	
				Quarterly	3	\$	4	\$	
				Quarterly	4	\$	4	\$	
				Quarterly	5	\$	4	\$	
ISS CLIN-2	Core Work - Engineering Technical Support (Delivery Period to Year 5)	As per Annex "A" ISS SOW 3.3	N/A QAC C	Quarterly	Delivery Period	\$	4	\$	
				Quarterly	1	\$	4	\$	
				Quarterly	2	\$	4	\$	
				Quarterly	3	\$	4	\$	
				Quarterly	4	\$	4	\$	
				Quarterly	5	\$	4	\$	
ISS CLIN-3	Core Work - Maintenance Support (Delivery Period to Year 5)	As per Annex "A" ISS SOW 3.4	N/A QAC C	Quarterly	Delivery Period	\$	4	\$	
				Quarterly	1	\$	4	\$	
				Quarterly	2	\$	4	\$	
				Quarterly	3	\$	4	\$	
				Quarterly	4	\$	4	\$	
				Quarterly	5	\$	4	\$	
ISS CLIN-4	Supply Support (Delivery Period to Year 5), ordered on an "as and when requested" basis using a Task Authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "A" ISS SOW 4.6 Tasking Work - Supply Support	DND TA QAC Q	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.			Up to a limitation of expenditure estimated at \$700,000	
ISS CLIN-5	Tasking Work - Year #1, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Bidder must provide firm hourly rates for all resource categories for Year #1. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.					
				RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year #1:	EXTENDED PRICE	
				Engineer		115 hours	\$	\$	
				Eng Technologist		203 hours	\$	\$	
				Technical Writer		115 hours	\$	\$	
				Draftsman		50 hours	\$	\$	
				Trainer		40 hours	\$	\$	
				Field Service Representative (FSR)		160 hours	\$	\$	
				Mark-Up Categories - Contract Year #1					
				Material Mark-up Rate (%)		\$100,000	%	\$	
Mark-up Rate on Sub-Contracting (%)		\$	%	\$					

ISS CLIN-6	Tasking Work - Year #2, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Bidder must provide firm hourly rates for all resource categories for Year #2. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year #2:	EXTENDED PRICE
				Engineer	115 hours	\$ _	\$ _
				Eng Technologist	203 hours	\$ _	\$ _
				Technical Writer	115 hours	\$ _	\$ _
				Draftsman	50 hours	\$ _	\$ _
				Trainer	40 hours	\$ _	\$ _
				Field Service Representative (FSR)	160 hours	\$ _	\$ _
				Mark-Up Categories - Contract Year #2			
				Material Mark-up Rate (%)	\$100,000	____ %	\$ _
Mark-up Rate on Sub-Contracting (%)	\$ _	____ %	\$ _				
ISS CLIN-7	Tasking Work - Year #3, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Bidder must provide firm hourly rates for all resource categories for Year #3. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year #3:	EXTENDED PRICE
				Engineer	115 hours	\$ _	\$ _
				Eng Technologist	203 hours	\$ _	\$ _
				Technical Writer	115 hours	\$ _	\$ _
				Draftsman	50 hours	\$ _	\$ _
				Trainer	40 hours	\$ _	\$ _
				Field Service Representative (FSR)	160 hours	\$ _	\$ _
				Mark-Up Categories - Contract Year #3			
				Material Mark-up Rate (%)	\$100,000	____ %	\$ _
Mark-up Rate on Sub-Contracting (%)	\$ _	____ %	\$ _				
ISS CLIN-8	Tasking Work - Year #4, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Bidder must provide firm hourly rates for all resource categories for Year #4. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year #4:	EXTENDED PRICE
				Engineer	115 hours	\$ _	\$ _
				Eng Technologist	203 hours	\$ _	\$ _
				Technical Writer	115 hours	\$ _	\$ _
				Draftsman	50 hours	\$ _	\$ _
				Trainer	40 hours	\$ _	\$ _
				Field Service Representative (FSR)	160 hours	\$ _	\$ _
				Mark-Up Categories - Contract Year #4			
				Material Mark-up Rate (%)	\$100,000	____ %	\$ _
Mark-up Rate on Sub-Contracting (%)	\$ _	____ %	\$ _				
ISS CLIN-9	Tasking Work - Year #5, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Bidder must provide firm hourly rates for all resource categories for Year #5. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year #5:	EXTENDED PRICE
				Engineer	115 hours	\$ _	\$ _
				Eng Technologist	203 hours	\$ _	\$ _
				Technical Writer	115 hours	\$ _	\$ _
				Draftsman	50 hours	\$ _	\$ _
				Trainer	40 hours	\$ _	\$ _
				Field Service Representative (FSR)	160 hours	\$ _	\$ _
				Mark-Up Categories - Contract Year #5			
				Material Mark-up Rate (%)	\$100,000	____ %	\$ _
Mark-up Rate on Sub-Contracting (%)	\$ _	____ %	\$ _				

ISS CLIN-10	Repair and Overhaul of ADIS System - Year 1		FCA Contractor Facility	<p>Bidder must provide firm hourly rates for all resource categories for Year #1. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th> <th>ESTIMATED LEVEL OF EFFORT</th> <th>FIRM HOURLY RATE for Year 1:</th> <th>EXTENDED PRICE</th> </tr> </thead> <tbody> <tr> <td>Engineer</td> <td>64 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td>Eng Technologist</td> <td>320 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td colspan="4">Mark-Up Categories - Year 1</td> </tr> <tr> <td>Material Mark-up Rate (%)</td> <td>\$100,000</td> <td>__%</td> <td>\$ _</td> </tr> <tr> <td>Mark-Up Rate on Sub-Contracting (%)</td> <td>\$ _</td> <td>__%</td> <td>\$ _</td> </tr> </tbody> </table>	RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 1:	EXTENDED PRICE	Engineer	64 hours	\$ _	\$ _	Eng Technologist	320 hours	\$ _	\$ _	Mark-Up Categories - Year 1				Material Mark-up Rate (%)	\$100,000	__%	\$ _	Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _
RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 1:	EXTENDED PRICE																									
Engineer	64 hours	\$ _	\$ _																									
Eng Technologist	320 hours	\$ _	\$ _																									
Mark-Up Categories - Year 1																												
Material Mark-up Rate (%)	\$100,000	__%	\$ _																									
Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _																									
ISS CLIN-11	Repair and Overhaul of ADIS System - Year 2		FCA Contractor Facility	<p>Bidder must provide firm hourly rates for all resource categories for Year #2. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th> <th>ESTIMATED LEVEL OF EFFORT</th> <th>FIRM HOURLY RATE for Year 2:</th> <th>EXTENDED PRICE</th> </tr> </thead> <tbody> <tr> <td>Engineer</td> <td>64 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td>Eng Technologist</td> <td>320 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td colspan="4">Mark-Up Categories - Year 2</td> </tr> <tr> <td>Material Mark-up Rate (%)</td> <td>\$100,000</td> <td>__%</td> <td>\$ _</td> </tr> <tr> <td>Mark-Up Rate on Sub-Contracting (%)</td> <td>\$ _</td> <td>__%</td> <td>\$ _</td> </tr> </tbody> </table>	RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 2:	EXTENDED PRICE	Engineer	64 hours	\$ _	\$ _	Eng Technologist	320 hours	\$ _	\$ _	Mark-Up Categories - Year 2				Material Mark-up Rate (%)	\$100,000	__%	\$ _	Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _
RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 2:	EXTENDED PRICE																									
Engineer	64 hours	\$ _	\$ _																									
Eng Technologist	320 hours	\$ _	\$ _																									
Mark-Up Categories - Year 2																												
Material Mark-up Rate (%)	\$100,000	__%	\$ _																									
Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _																									
ISS CLIN-12	Repair and Overhaul of ADIS System - Year 3		FCA Contractor Facility	<p>Bidder must provide firm hourly rates for all resource categories for Year #3. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th> <th>ESTIMATED LEVEL OF EFFORT</th> <th>FIRM HOURLY RATE for Year 3:</th> <th>EXTENDED PRICE</th> </tr> </thead> <tbody> <tr> <td>Engineer</td> <td>64 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td>Eng Technologist</td> <td>320 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td colspan="4">Mark-Up Categories - Year 3</td> </tr> <tr> <td>Material Mark-up Rate (%)</td> <td>\$100,000</td> <td>__%</td> <td>\$ _</td> </tr> <tr> <td>Mark-Up Rate on Sub-Contracting (%)</td> <td>\$ _</td> <td>__%</td> <td>\$ _</td> </tr> </tbody> </table>	RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 3:	EXTENDED PRICE	Engineer	64 hours	\$ _	\$ _	Eng Technologist	320 hours	\$ _	\$ _	Mark-Up Categories - Year 3				Material Mark-up Rate (%)	\$100,000	__%	\$ _	Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _
RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 3:	EXTENDED PRICE																									
Engineer	64 hours	\$ _	\$ _																									
Eng Technologist	320 hours	\$ _	\$ _																									
Mark-Up Categories - Year 3																												
Material Mark-up Rate (%)	\$100,000	__%	\$ _																									
Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _																									
ISS CLIN-13	Repair and Overhaul of ADIS System - Year 4		FCA Contractor Facility	<p>Bidder must provide firm hourly rates for all resource categories for Year #4. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th> <th>ESTIMATED LEVEL OF EFFORT</th> <th>FIRM HOURLY RATE for Year 4:</th> <th>EXTENDED PRICE</th> </tr> </thead> <tbody> <tr> <td>Engineer</td> <td>64 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td>Eng Technologist</td> <td>320 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td colspan="4">Mark-Up Categories - Year 4</td> </tr> <tr> <td>Material Mark-up Rate (%)</td> <td>\$100,000</td> <td>__%</td> <td>\$ _</td> </tr> <tr> <td>Mark-Up Rate on Sub-Contracting (%)</td> <td>\$ _</td> <td>__%</td> <td>\$ _</td> </tr> </tbody> </table>	RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 4:	EXTENDED PRICE	Engineer	64 hours	\$ _	\$ _	Eng Technologist	320 hours	\$ _	\$ _	Mark-Up Categories - Year 4				Material Mark-up Rate (%)	\$100,000	__%	\$ _	Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _
RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 4:	EXTENDED PRICE																									
Engineer	64 hours	\$ _	\$ _																									
Eng Technologist	320 hours	\$ _	\$ _																									
Mark-Up Categories - Year 4																												
Material Mark-up Rate (%)	\$100,000	__%	\$ _																									
Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _																									
ISS CLIN-14	Repair and Overhaul of ADIS System - Year 5		FCA Contractor Facility	<p>Bidder must provide firm hourly rates for all resource categories for Year #5. Firm hourly rates offered below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.</p> <table border="1"> <thead> <tr> <th>RESOURCE CATEGORY</th> <th>ESTIMATED LEVEL OF EFFORT</th> <th>FIRM HOURLY RATE for Year 5:</th> <th>EXTENDED PRICE</th> </tr> </thead> <tbody> <tr> <td>Engineer</td> <td>64 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td>Eng Technologist</td> <td>320 hours</td> <td>\$ _</td> <td>\$ _</td> </tr> <tr> <td colspan="4">Mark-Up Categories - Year 5</td> </tr> <tr> <td>Material Mark-up Rate (%)</td> <td>\$100,000</td> <td>__%</td> <td>\$ _</td> </tr> <tr> <td>Mark-Up Rate on Sub-Contracting (%)</td> <td>\$ _</td> <td>__%</td> <td>\$ _</td> </tr> </tbody> </table>	RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 5:	EXTENDED PRICE	Engineer	64 hours	\$ _	\$ _	Eng Technologist	320 hours	\$ _	\$ _	Mark-Up Categories - Year 5				Material Mark-up Rate (%)	\$100,000	__%	\$ _	Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _
RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE for Year 5:	EXTENDED PRICE																									
Engineer	64 hours	\$ _	\$ _																									
Eng Technologist	320 hours	\$ _	\$ _																									
Mark-Up Categories - Year 5																												
Material Mark-up Rate (%)	\$100,000	__%	\$ _																									
Mark-Up Rate on Sub-Contracting (%)	\$ _	__%	\$ _																									

Notes:

1. Contract material mark-up rates for tasking work will remain the same for all option periods.
2. Contract material mark-up rates for repair and overhaul work will remain the same for all option periods.

Table 2 – Optional Deliverables

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE				
Option Line Item No. (OLIN)		Instructions	Destination									
ISS OLIN-1	Core Work - Program Management (Years 6-8)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	6	\$	4	\$				
				Quarterly	7	\$	4	\$				
				Quarterly	8	\$	4	\$				
ISS OLIN-2	Core Work - Engineering Technical Support (Years 6-8)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	6	\$	4	\$				
				Quarterly	7	\$	4	\$				
				Quarterly	8	\$	4	\$				
ISS OLIN-3	Core Work - Maintenance Support (Years 6-8)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	6	\$	4	\$				
				Quarterly	7	\$	4	\$				
				Quarterly	8	\$	4	\$				
ISS OLIN-4	Supply Support - Year 6-8 ordered on an "as and when requested" basis using a Task Authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "B" ISS SOW 4.6 Tasking Work - Supply Support	25 CFSD (W1941) Montreal, Qc DDP Incoterms 2000, Applicable Taxes excluded QAC Q BOP #2	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.			Up to a limitation of expenditure estimated at \$300,000				
ISS OLIN-5	Tasking Work - Year 6-8, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.								
				RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE				
				Engineer		345 hours	\$	\$				
				Eng Technologist		609 hours	\$	\$				
				Technical Writer		345 hours	\$	\$				
				Draftsman		150 hours	\$	\$				
				Trainer		120 hours	\$	\$				
				Field Service Representative (FSR)		480 hours	\$	\$				
				Mark-Up Categories - Contract Years #6-8								
				Material Mark-up Rate (%)		\$750,000	%	\$				
				Mark-up Rate on Sub-Contracting (%)		\$	%	\$				
				ISS OLIN-6	Repair and Overhaul of ADIS System - Year 6-8		FCA Contractor Facility	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
								RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE
Engineer		192 hours	\$					\$				
Eng Technologist		960 hours	\$					\$				
Mark-Up Categories - Years 6-8												
Material Mark-up Rate (%)		\$750,000	%					\$				
Mark-Up Rate on Sub-Contracting (%)		\$	%					\$				

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination					
ISS OLIN-7	Core Work - Program Management (Years 9-11)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$
ISS OLIN-8	Core Work - Engineering Technical Support (Years 9-11)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$
ISS OLIN-9	Core Work - Maintenance Support (Years 9-11)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination					
ISS OLIN 7	Core Work - Program Management (Years 9-11)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$
ISS OLIN 8	Core Work - Engineering Technical Support (Years 9-11)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$
ISS OLIN 9	Core Work - Maintenance Support (Years 9-11)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	9	\$	4	\$
				Quarterly	10	\$	4	\$
				Quarterly	11	\$	4	\$

ISS OLIN-10	Supply Support - Year 9-11 ordered on an "as and when requested" basis using a Task authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "B" ISS SOW 4.6 Tasking Work - Supply Support	25 CFSD (W1941) Montreal, Qc DDP Incoterms 2000, Applicable Taxes excluded QAC Q	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.	Up to a limitation of expenditure estimated at \$300,000				
ISS OLIN-11	Tasking Work - Year 9-11, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.						
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE			
				Engineer	345 hours	\$	\$			
				Eng Technologist	609 hours	\$	\$			
				Technical Writer	345 hours	\$	\$			
				Draftsman	150 hours	\$	\$			
				Trainer	120 hours	\$	\$			
				Field Service Representative (FSR)	480 hours	\$	\$			
				Mark-Up Categories - Contract Years #9-11						
				Material Mark-up Rate (%)	\$900,000	%	\$			
				Mark-up Rate on Sub-Contracting (%)	\$	%	\$			
				ISS OLIN-12	Repair and Overhaul of ADIS System - Years 9-11		FCA Contractor Facility	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.		
								RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE
Engineer	192 hours	\$	\$							
Eng Technologist	960 hours	\$	\$							
Mark-Up Categories - Years 9-11										
Material Mark-up Rate (%)	\$900,000	%	\$							
Mark-up Rate on Sub-Contracting(%)	\$	%	\$							

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination					
ISS OLIN-13	Core Work - Program Management (Years 12-14)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	12	\$	4	\$
				Quarterly	13	\$	4	\$
				Quarterly	14	\$	4	\$
ISS OLIN-14	Core Work - Engineering Technical Support (Years 12-14)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	12	\$	4	\$
				Quarterly	13	\$	4	\$
				Quarterly	14	\$	4	\$
ISS OLIN-15	Core Work - Maintenance Support (Years 12-14)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	12	\$	4	\$
				Quarterly	13	\$	4	\$
				Quarterly	14	\$	4	\$
ISS OLIN-16	Supply Support - Year 12-14 ordered on an "as and when requested" basis using a Task Authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "B" ISS SOW 4.6 Tasking Work - Supply Support	25 CFSD (W1941) Montreal, Qc DDP Incoterms 2000 QAC Q	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.			Up to a limitation of expenditure estimated at \$300,000
ISS OLIN-17	Tasking Work - Year 12-14, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
				RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE
				Engineer		345 hours	\$	\$
				Eng Technologist		609 hours	\$	\$
				Technical Writer		345 hours	\$	\$
				Draftsman		150 hours	\$	\$
				Trainer		120 hours	\$	\$
				Field Service Representative (FSR)		480 hours	\$	\$
				Mark-Up Categories - Contract Years #12-14				

Material Mark-up Rate (%)	\$900,000	%	
Mark-up Rate on Sub-Contracting (%)	\$	%	

ISS OLIN-18	Repair and Overhaul of ADIS System - Years 12-14		FCA Contractor Facility	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.			
				RESOURCE CATEGORY	ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE
				Engineer	192 hours	\$	\$
				Eng Technologist	960 hours	\$	\$
				Mark-up Categories - Years 12-14			
				Material Mark-up Rate (%)	\$900,000	%	\$
				Mark-Up Rate on Sub-Contracting (%)	\$	%	\$

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination					
ISS OLIN-19	Core Work - Program Management (Years 15-17)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	15	\$	4	\$
				Quarterly	16	\$	4	\$
				Quarterly	17	\$	4	\$
ISS OLIN-20	Core Work - Engineering Technical Support (Years 15-17)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	15	\$	4	\$
				Quarterly	16	\$	4	\$
				Quarterly	17	\$	4	\$
ISS OLIN-21	Core Work - Maintenance Support (Years 15-17)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	15	\$	4	\$
				Quarterly	16	\$	4	\$
				Quarterly	17	\$	4	\$
ISS OLIN-22	Supply Support - Year 15-17 ordered on an "as and when requested" basis using a Task Authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "B" ISS SOW 4.6 Tasking Work - Supply Support	25 CFSD (W1941) Montreal, Qc DDP Incoterms 2000 QAC Q	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.			Up to a limitation of expenditure estimated at \$300,000
ISS OLIN-23	Tasking Work - Year 15-17, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
				Resource Category		Estimated Level of Effort	Firm Hourly Rate	Extended Price
				Engineer	345 hours	\$	\$	
				Eng Technologist	609 hours	\$	\$	
				Technical Writer	345 hours	\$	\$	
				Draftsman	150 hours	\$	\$	
				Trainer	120 hours	\$	\$	
				Field Service Representative (FSR)	480 hours	\$	\$	
				Mark-Up Categories - Contract Year #15-17				
				Material Mark-up Rate (%)		\$900,000	%	
				Mark-Up Rate on Subcontracting (%)		\$	%	
ISS OLIN-24	Repair and Overhaul of ADIS System - Years 15-17		FCA Contractor Facility	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
				Resource Category		Estimated Level of Effort	Firm Hourly Rate for Years 12-14:	Extended Price
				Engineer	192 hours	\$	\$	
				Eng Technologist	960 hours	\$	\$	
				Mark-Up Categories - Years 15-17				
				Material Mark-up Rate (%)		\$900,000	%	\$
Mark-Up Rate for Subcontracting (%)		\$	%	\$				

	OPTIONS	DELIVERY		UNIT OF ISSUE	YEAR	PRICE	QUANTITY	EXTENDED PRICE
Option Line Item No. (OLIN)		Instructions	Destination					
ISS OLIN-25	Core Work - Program Management (Years 18-20)	As per Annex "B" ISS SOW 3.2	N/A QAC C	Quarterly	18	\$	4	\$
				Quarterly	19	\$	4	\$
				Quarterly	20	\$	4	\$
ISS OLIN-26	Core Work - Engineering Technical Support (Years 18-20)	As per Annex "B" ISS SOW 3.3	N/A QAC C	Quarterly	18	\$	4	\$
				Quarterly	19	\$	4	\$
				Quarterly	20	\$	4	\$
ISS OLIN-27	Core Work - Maintenance Support (Years 18-20)	As per Annex "B" ISS SOW 3.4	N/A QAC C	Quarterly	18	\$	4	\$
				Quarterly	19	\$	4	\$
				Quarterly	20	\$	4	\$
ISS OLIN-28	Supply Support - Year 18-20 ordered on an "as and when requested" basis using a Task Authorization (TA) from the "Spare Parts and Consumables Items Catalogue."	As per Annex "B" ISS SOW 4.6 Tasking Work - Supply Support	25 CFSD (W1941) Montreal, Qc DDP Incoterms 2000 QAC Q	as per Spare Parts and Consumables Items Catalogue	All firm unit prices will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.4.3 Recommended Spare Parts List (RSPL) and Consumables Replenishments, during any extensions of the term of the Contract.			Up to a limitation of expenditure estimated at \$300,000
ISS OLIN-29	Tasking Work - Year 18-20, to be exercised on an as and when requested basis, via a Task Authorization	As per Annex "B" Para 4.3, 4.4, 4.5, 4.7, 4.8 and 4.9	DND TA QAC Q	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
				RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE
				Engineer		345 hours	\$	\$
				Eng Technologist		609 hours	\$	\$
				Technical Writer		345 hours	\$	\$
				Draftsman		150 hours	\$	\$
				Trainer		120 hours	\$	\$
				Field Service Representative (FSR)		480 hours	\$	\$
				Mark-Up Categories - Contract Year #18-20				
				Material Mark-up Rate (%)		\$900,000	%	\$
				Mark-Up Rate for Subcontracting (%)		\$	%	\$
ISS OLIN-30	Repair and Overhaul of ADIS System - Years 18-20		FCA Contractor Facility	Firm hourly rates below will be adjusted as per VOLUME 3, ADIS ISS RESULTING CONTRACT, 6.8 Price Adjustment – Option Periods during the option period of the contract.				
				RESOURCE CATEGORY		ESTIMATED LEVEL OF EFFORT	FIRM HOURLY RATE	EXTENDED PRICE
				Engineer		192 hours	\$	\$
				Eng Technologist		960 hours	\$	\$
				Mark-Up Categories - Years 18-20				
				Material Mark-up Rate (%)		\$900,000	%	\$
				Mark-Up Rate on Subcontracting (%)		\$	%	\$



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Contract Number / Numéro du contrat

W8476-165477

Security Classification / Classification de sécurité

UNCLAS

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

DND

2. Branch or Directorate / Direction générale ou Direction
DCSEM

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

In-Service Support (ISS) for 32 ADIS, work requirements include ADIS hardware and test equipment as well as software.

5. a) Will the supplier require access to Controlled Goods?

Le fournisseur aura-t-il accès à des marchandises contrôlées?

☐ No
Non ☒ 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?

☐ No
Non ☒ 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)

☐ No
Non ☒ 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.

☒ No
Non ☐ 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?

☒ No
Non ☐ 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 ☒

NATO / OTAN ☐

Foreign / Étranger ☐

7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions
Aucune restriction relative
à la diffusion

☒

All NATO countries
Tous les pays de l'OTAN

☐

No release restrictions
Aucune restriction relative
à la diffusion

☐

Not releasable
À ne pas diffuser

☐

Restricted to: / Limité à:

☐

Specify country(ies): / Préciser le(s) pays:

Restricted to: / Limité à:

☐

Specify country(ies): / Préciser le(s) pays:

Restricted to: / Limité à:

☐

Specify country(ies): / Préciser le(s) pays:

7. c) Level of information / Niveau d'information

PROTECTED A

PROTÉGÉ A

☐

PROTECTED B

PROTÉGÉ B

☒

PROTECTED C

PROTÉGÉ C

☐

CONFIDENTIAL

CONFIDENTIEL

☐

SECRET

SECRET

☒

TOP SECRET

TRÈS SECRET

☐

TOP SECRET (SIGINT)

TRÈS SECRET (SIGINT)

☐

NATO UNCLASSIFIED

NATO NON CLASSIFIÉ

☐

NATO RESTRICTED

NATO DIFFUSION RESTREINTE

☐

NATO CONFIDENTIAL

NATO CONFIDENTIEL

☐

NATO SECRET

NATO SECRET

☐

COSMIC TOP SECRET

COSMIC TRÈS SECRET

☐

PROTECTED A

PROTÉGÉ A

☐

PROTECTED B

PROTÉGÉ B

☐

PROTECTED C

PROTÉGÉ C

☐

CONFIDENTIAL

CONFIDENTIEL

☐

SECRET

SECRET

☐

TOP SECRET

TRÈS SECRET

☐

TOP SECRET (SIGINT)

TRÈS SECRET (SIGINT)

☐



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Gouvernement
du Canada

Contract Number / Numéro du contrat

W8476-165477

Security Classification / Classification de sécurité

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?

☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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?

☒ No ☐ Yes
Non Oui

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

☐ RELIABILITY STATUS
COTE DE FIABILITÉ

☐ CONFIDENTIAL
CONFIDENTIEL

☒ SECRET
SECRET

☐ TOP SECRET
TRÈS SECRET

☐ TOP SECRET - SIGINT
TRÈS SECRET - SIGINT

☐ NATO CONFIDENTIAL
NATO CONFIDENTIEL

☐ NATO SECRET
NATO SECRET

☐ COSMIC TOP SECRET
COSMIC TRÈS SECRET

☐ 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?

☒ No ☐ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No ☐ Yes
Non Oui

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?

☐ No ☒ Yes
Non Oui

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?

☒ No ☐ Yes
Non Oui

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?

☐ No ☒ Yes
Non Oui

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?

☐ No ☒ Yes
Non Oui

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?

☒ No ☐ Yes
Non Oui



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W8476-165477

Security Classification / Classification de sécurité

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	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production					X											
IT Media / Support TI		X			X											
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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Contract Number / Numéro du contrat

W8476-165477

Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

Major Andrew davey

Title - Titre

Project Manager, Chem Agent
Sensor Project

Signature

Telephone No. - N° de téléphone
819-939-7184

Facsimile No. - N° de télécopieur
819-997-4052

E-mail address - Adresse courriel
andrew.davey@forces.gc.ca

Date
11 May 2016

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

**Tippy Graham - DDSO - Industrial Security
Senior Security Analyst**

Title - Titre

Signature

Telephone No. - N° de téléphone
Tel: 613-996-0293

Facsimile No. - N° de télécopieur
E-mail: tippy.graham@forces.gc.ca

E-mail address - Adresse courriel

Date
16 May 2016

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

No
Non

Yes
Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Marlene Bitsene

Title - Titre

Supply Team Leader

Signature

Telephone No. - N° de téléphone
873-469-4833

Facsimile No. - N° de télécopieur
819-997-2229

E-mail address - Adresse courriel
marlene.bitsene@pwgsc-tpsgc.gc.ca

Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

Anna Kulycka

Title - Titre

Contract Security Officer, Contract Security Division

Signature

Telephone No. - N° de téléphone
Tel/Tel - 613-957-1258 / Fax/Tel - 613-954-4171

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date
June 8, 2016

***Area Detection and Identification System (ADIS) –
In-Service Support***

Annex D

Industrial and Technological Benefits (ITB)

Terms and Conditions

TABLE OF CONTENTS

1. Definitions
2. Canada's ITB Objectives
3. Statement of Obligations
4. Annual reporting
5. Contract price changes
6. Overachievement of Commitments
7. Transaction types
8. Transaction eligibility criteria
9. Canadian content value (CCV)
10. Strategic plans
11. Pooling
12. Banking
13. Public communications
14. Information management
15. Transaction alterations
16. Verification and access to records
17. Conflict resolution
18. Remedies
19. Changes to the Plans
20. Responsibilities of the parties
21. Compliance with the *Lobbying Act*
22. Contingency and/or success fees
23. List of approved Eligible Donors

Annexes:

- A Value Proposition Commitments and Transactions
- B Transaction sheet – template
- C Annual Report - template
- D IF business plan - template

1. DEFINITIONS

1.1. Defined terms not otherwise defined in this document have the meaning given to them in the Contract. For the purpose of these ITB Terms and Conditions, unless the context otherwise requires, the following definitions apply:

1.1.1. **“Achievement Period”** means the period commencing on January 1, 2020 and ending one year following the completion of the last option exercised ;

1.1.2. **“Allowable Investment”** – For cash contributions, an Allowable Investment means: a grant; or, a purchase of non-controlling common or preferred shares of a Canadian Company. It does not include either the purchase of debentures or a repayable loan. For in-kind contributions, an Allowable Investment means: a license for Intellectual Property (authorization to use the licensed material); equipment (equipment, software or systems to develop new or improved goods or 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 license for brand or trademarks);

1.1.3. **“Canadian Company”** means a commercial enterprise that is incorporated pursuant to the laws of Canada and which has ongoing business activities in Canada;

1.1.4. **“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;

1.1.5. **“CBRN Detection”** is defined as the market segment which consists of equipment and systems which aim at monitoring, detecting and/or identifying CBRN substance threats and Toxic Industrial Chemicals in defence or civilian settings;

1.1.6. **“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; profitability analysis and financing; and, launch advertising;

1.1.7. **“Commitment”** means the Contractor’s specific undertakings related to its Value

Proposition (VP) Commitments, its Plans and its Transactions, as referenced in Annex A;

- 1.1.8. **“Credit”** means the amount that a Transaction, measured in Canadian content value (CCV), has been achieved in whole or in part, as confirmed by written notice from the ITB Authority. All Transactions are subject to annual reporting and verification before Credit is awarded;
- 1.1.9. **“Designated Regions of Canada”** means the following regions which have been designated by the government of Canada for socio-economic purposes: 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 north of and including Nipissing and Parry Sound Districts); the Southern Ontario Region (consisting of that part of the province of Ontario south of Nipissing and Parry Sound Districts); the Western Region (consisting of the provinces of Manitoba, Alberta, Saskatchewan, and British Columbia); and, the Northern Region (consisting of the territories of Yukon, Northwest Territories and Nunavut);
- 1.1.10. **“Direct Transaction”** means a Transaction that is entered into for the performance of any part of the Work under this Contract (as detailed in *insert location of Project SOW and activities*);
- 1.1.11. **“Eligible Donor”** means the parent corporation of the Contractor, and all of the parent’s subsidiaries, divisions and subdivisions; and, the Contractor’s Tier-One suppliers related to the performance of the Work under this Contract, their respective parent corporations and all of the parent’s subsidiaries, divisions and subdivisions.
- 1.1.12. **“Grouped Transaction”** means a Direct Transaction that has more than one Recipient. Grouped Transactions will only include activities involving Canadian suppliers with similar characteristics of product, size and/or region, specify regional and Small and Medium Business content, and will have a total Canadian content value (CCV) of not more than 10 percent of the Obligation contained in Article 3.1.1;
- 1.1.13. **“Indirect Transaction”** means a Transaction that is entered into for a business activity not related to the performance of any part of the Work under this Contract.
- 1.1.14. **“In-Kind Valuation”** means a valuation report provided by a qualified party who possesses a professional designation related to business valuation, or similar area of expertise. Valuation reports will be detailed and contain a statement from the qualified party regarding its expertise and adherence with the standards of its professional designation. The Contractor or other Eligible Donor will assume all costs associated with obtaining the In-Kind Valuation report;

- 1.1.15. **“Intellectual Property” or “IP”** means, for the purposes of these Terms and Conditions, all patents, inventions, trade-marks, copyrights, industrial designs, trade secrets, technical information and other intellectual property belonging to or licensed to a company;
- 1.1.16. **“ITB Authority”** means the Minister of Innovation, Science and Economic Development or any other person designated by that Minister to act on the Minister's behalf. The ITB Authority is responsible for evaluating, accepting, monitoring, verifying and crediting ITB, and for assessing the Contractor's ITB performance under these Terms and Conditions;
- 1.1.17. **“Obligation”** means each of the contractual Obligations that the Contractor must meet, as set forth in Article 3, which are collectively referred to as Obligations;
- 1.1.18. **“Overachievement”** means the amount by which the Contractor's Credits, awarded on a Transaction during the Achievement Period, are greater than the Commitment for that Transaction;
- 1.1.19. **“Plans”** means the Plans prepared by the Contractor: the company business plan, the ITB management plan, the regional development plan, and the small and medium business development plan, all dated XXX and all bearing reference number XXX;
- 1.1.20. **“Post-Secondary Institution”** means an institution or other organizational entity in Canada involved in developing and delivering formal education activities and in awarding academic credentials to people for whom the normal entrance requirement is high school completion. The institution should be available to the general public, be recognized by a province or the Canada Student Loans Program, and offer programs leading to degrees and diplomas that are recognized by the academic community in Canada;
- 1.1.21. **“Proposal”** means the proposal submitted by the Contractor on (date) bearing reference number (xxx);
- 1.1.22. **“Public Research Institution”** means a federal or provincial organization in Canada that: is engaged in research, research training and related activities in Canada; has as its primary goals the conduct of research, peer review, and the dissemination of results by way of publication, technology transfer or training; and, is funded primarily from public resources and has established processes, systems, procedures and controls in place to ensure achievement of public objectives;
- 1.1.23. **“Recipient”** means the Canadian Company or organization that receives, from the Contractor or an Eligible Donor, the commercial or business activity described in a Transaction.

- 1.1.24. **“Reporting Period”** means the twelve month periods within the Achievement Period upon which the Contractor’s annual reporting will be based. Notwithstanding the foregoing the first, Reporting Period 1 may include more than 12 months in that it commences on the first day of the Achievement Period and ends on the last day of the twelfth month after the Effective Date of the Contract. Subsequent Reporting Periods (Period 2, 3, etc) will follow in consecutive twelve month periods until the end of the Achievement Period;
- 1.1.25. **“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;
- 1.1.26. **“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;
- 1.1.27. **“Shortfall”** means the amount by which the Contractor’s Credits, awarded on a Transaction during the Achievement Period, are less than the Commitment;
- 1.1.28. **“Small and Medium Business” or “SMB”** means a Canadian Company with fewer than 250 full-time personnel as of the date of entering into a Transaction. Agents and distributors of foreign goods and services, as well as subsidiaries of the Contractor or another Eligible Donor on any contract with Industrial and Regional Benefits (IRB)/ITB Obligations, do not qualify as SMB;
- 1.1.29. **“Tier One Supplier”** means a company that performs a specific portion of the Work under this Contract directly for the Contractor, producing or servicing a major subassembly or major component that is installed or used in the platform or system being procured under this Contract;
- 1.1.30. **“Transaction”** means a commercial or business activity involving the Contractor or and Eligible Donor and a Recipient that is carried out by means of a contract, sales agreement, license agreement, letter of agreement or other similar instrument in writing, and which has an identified dollar value. A Transaction meets all eligibility criteria, aligns with these Terms and Conditions with respect to

valuation and transaction types, and has been formally accepted as such in writing by the ITB Authority;

- 1.1.31. **“Value Proposition” or “VP”** means the portion of Commitments and Transactions, along with any other information, which was submitted in the Proposal at the time of Bid; and,
- 1.1.32. **“World Product Mandate”** means a purchase of goods or services from a Canadian Company where there is a long term supplier relationship between the Donor and the Canadian Company, pursuant to which the Canadian Company has been legally authorized to carry out and has sole responsibility for specific activities, including the design, development, manufacture and marketing related to the supply of products, components, modules or services destined for domestic and world markets.

2. CANADA’S ITB OBJECTIVES

- 2.1. Canada has responsibility to set in place programs and policies which ensure Canada’s significant investments in defence-related goods and services generate economic benefit to Canada that has long-term and high-value impacts on Canadian industry, and to establish ITB Objectives which include:
 - 2.1.1. the economic development and long-term sustainment of Canada’s Defence Sector, by maximizing the amount of business activities in Canada involving work directly on the procurement and work in the Defence Sector more broadly;
 - 2.1.2. increased productivity and competitiveness among Canadian-based suppliers, through meaningful opportunities for growth and supply chain integration into major global systems suppliers;
 - 2.1.3. strengthened innovation and R&D in Canada, that positions Canadian Companies to move up the value chain, capture market opportunities and benefit from subsequent commercialization opportunities;
 - 2.1.4. Canadian Company success in tapping traditional and non-traditional export markets that have been leveraged from the Project, sharing in long-term jobs and growth;
 - 2.1.5. encouraging the participation of Canadian Companies in the Designated Regions of Canada, assisting with long-term quality improvements to their capability, capacity, international competitiveness and growth potential; and,
 - 2.1.6. encouraging the participation of Canadian SMB as suppliers on major federal procurements and to increase their competitiveness and export market access.

3. STATEMENT OF OBLIGATIONS

- 3.1. The Contractor must by the end of the Achievement Period:

- 3.1.1. Achieve not less than 100 percent (or the total value of all Commitments in the Contractor's In-Service Support ITB Proposal, whichever is higher) of the In-Service Support Contract Price, including all options exercised, in CCV as Transactions, as specified in Annex A;
- 3.1.2. Achieve the following Value Proposition Obligations:
- 3.1.2.1. Achieve not less than xx percent of the In-Service Support Contract Price, including all options exercised, (to be inserted from the Contractor's In-Service Support ITB Proposal and/or not less than 75 percent) as Direct Transactions.
 - 3.1.2.2. Achieve not less than xx percent of the In-Service Support Contract Price, including all options exercised, (to be inserted from the Contractor's In-Service Support ITB Proposal), as Transactions involving Research and Development in the CBRN Detection market segment.
 - 3.1.2.3. Achieve not less than xx percent of the In-Service Support Contract Price, including all options exercised, (to be inserted from the Contractor's In-Service Support ITB Proposal and not less than 15 percent), as Transactions involving SMBs.
 - 3.1.2.4. Demonstrate through annual reporting that the capacity to export conditions are maintained throughout the Achievement Period, as set out in the Contractor's international export strategy in Annex A.
- 3.1.3. Achieve Transactions in the Designated Regions of Canada, as specified in Annex A and representing no less than the following:
- Note: Percentages below are calculated based on: CCV of Transactions identified in In-Service Support ITB Proposal, divided by the In-Service Support Contract Price at the time of contract award. The percentages will not change over the life of the contract, but their corresponding dollar value may change if there are changes to the Contract Price.
- 3.1.3.1. Atlantic Region: xx percent;
 - 3.1.3.2. Quebec Region: xx percent;
 - 3.1.3.3. Northern Ontario Region: xx percent;
 - 3.1.3.4. Southern Ontario Region: xx percent;
 - 3.1.3.5. Western Region: xx percent; and
 - 3.1.3.6. Northern Region: xx percent.
- 3.1.4. For each option exercised under the In-Service Support Contract, including the base years under the In-Service Support Contract, the Contractor must submit to

the ITB Authority proposed new transactions along the following timelines:

- 3.1.4.1. At one (1) year following the Effective Date of Contract, such that the cumulative total of Transactions is not less than 60 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV; and,
- 3.1.4.2. At three (3) years following the Effective Date of Contract, such that the cumulative total of Transactions is not less than 100 percent of the In-Service Support Contract Price, including all options exercised, measured in CCV.
- 3.1.5. The Contractor will submit through its annual report a summary of achievements against its Value Proposition Obligations in Articles 3.1.2 on the following timeline for the In-Service Support base period and for each additional option exercised:
 - 3.1.5.1. At three (3) years following the Effective Date of the Contract, or option, such that the cumulative achievements against Obligations total not less than 70 percent of all payments made for Work within the base year or option.
- 3.1.6. Carry out each and every Transaction as set out in the Transaction list attached at Annex A.
- 3.2. The Contractor will submit to the ITB Authority, and a copy to the Contracting Authority, annual reports describing the performance achieved during each Reporting Period. These reports will be submitted sixty (60) calendar days after the end of each Reporting Period. The Contractor will use the format and electronic template provided by the ITB Authority, as outlined in Article 4 (Annual Reporting).
 - 3.2.1. As evidence of the Contractor's achievement of its Obligations and compliance with the *Lobbying Act*, the Contractor will provide, appended to the annual report, a certificate of compliance, in the form provided in Annex C, signed by the senior company Comptroller in respect of the Transactions for which there was activity in that Reporting Period. This certificate of compliance also applies to those achievements and activities of Eligible Donors.

4. ANNUAL REPORTING

- 4.1. Each annual report will consist of five parts, as outlined below, using the template attached in Annex C.

- 4.1.1. Part A must include:

- 4.1.1.1. Overview and status of the Work on the Project:

- A high level overview of the Work performed on the Project during the Reporting Period, including major highlights and schedule changes.

4.1.1.2. Progress Payments:

- A list of all the progress payment claims that have been submitted to the Contracting Authority for Work completed since the Effective Date of the Contract, broken down by Reporting Period and including the amount, date submitted and payment status.

4.1.1.3. Plans:

- A description of any substantive changes to the Plans, including changes to company officials responsible for administering the Obligation.

4.1.1.4. VP Overview:

- A detailed overview of progress on each of the Contractor's VP Obligations as outlined in Section 3.1.2 and a cumulative summary of the achievement status of each.

4.1.1.5. International export strategy:

- Must include information pertaining to target markets and capacity to export criteria that the Contractor identified in its Acquisition ITB Proposal.
- The Contractor must report on the target markets and capacity to export criteria through annual reporting throughout the duration of the ADIS Acquisition Contract and this ADIS In-Service Support Contract.
- For the target market overview the Contractor should provide documentation demonstrating that the following four conditions remain in place.
 - Signing authorities to pursue international sales from Canada;
 - World Product Mandate to export the product/service outside of Canada;
 - A management team in place to pursue international sales from Canada; and,
 - Human and financial resources set aside and in use to pursue international market opportunities from Canada.
- If the capacity to export formed part of the Acquisition ITB Proposal, the Contractor must also provide details and evidence, on an annual basis, that it or its Eligible Donor continue to possess the capacity to export from Canada. The capacity to export can be demonstrated by providing details and evidence that the Contractor or its Eligible Donor have:
 - the decision-making authority to export from Canada, specifically the following:
 - the signing authorities in place to pursue international sales; and
 - details illustrating the extent of the decision-making

- authority with regard to pursuing export contracts.
- World Product Mandate, specifically the following:
 - contract or certification or other documentation to illustrate that they have a World Product Mandate for a product or service with exclusive authority to export outside of Canada .
- an appropriate management team in place to pursue international sales.
- set aside sufficient human and financial resources to pursue international market opportunities.

4.1.2. Part B must include, for each Transaction being reported:

- 4.1.2.1. An update on any changes to details, such as the CCV percentage or Recipient contact information;
- 4.1.2.2. A description of significant achievements and activities, particularly those associated with Transactions involving multipliers; and
- 4.1.2.3. A description of any delays, problems or achievement Shortfalls, along with a plan of action to resolve them.

4.1.3. Part C must include, for each Transaction being reported:

- 4.1.3.1. The CCV of the achievement claimed for the current Reporting Period.

4.1.4. Part D must include, for each Transaction reported:

- 4.1.4.1. The CCV of the achievement claimed to date in all the Reporting Periods since the beginning of the Achievement Period.

4.1.5. Part E must include:

- 4.1.5.1. SMB and regional development activities:
 - Overview and highlights of activities undertaken during the Reporting Period;
- 4.1.5.2. New, changed or cancelled Transactions:
 - A list of Transactions which have been cancelled, added or substantially altered during the Reporting Period with the approval of the ITB Authority, and their status vis-à-vis contract amendment; and
- 4.1.5.3. A certificate of compliance related to the Contractor's achievements and compliance with the *Lobbying Act*, signed by the senior company comptroller in respect of the Transactions for which there was activity in that Reporting Period. This certificate of compliance also covers all achievements of Eligible Donors.

5. CONTRACT PRICE CHANGES

- 5.1. In the event that the Contract Price is increased or decreased, the Contractor's Obligations in Article 3.1 will correspondingly be either increased or decreased.
- 5.2. If the Contract Price increases after the third year following the Effective Date of the Contract, the Contractor will submit to the ITB Authority Transactions valued at 100 percent of the increase, measured in CCV, within one year of the date of the increase.

6. OVERACHIEVEMENT OF COMMITMENTS

- 6.1. The Contractor may achieve Credits for any Transaction in excess of its original value. When an Overachievement occurs, it may be applied against a Shortfall on another Transaction in this Contract or towards meeting the identification milestones in Article 3, as long as the relevant regional, SMB and VP Commitments are achieved. Applying an Overachievement requires the prior written approval of the ITB Authority.

7. TRANSACTION TYPES

- 7.1. Transactions may be Direct Transactions or Indirect Transactions.
- 7.2. Transactions may involve the purchase of goods or services from a Canadian supplier. These Transactions are valued for Credit by calculating the CCV of the purchases, in accordance with Article 9.
 - 7.2.1. SMB Transactions: A Transaction where an SMB is the Recipient, and the SMB's product or service has a CCV of at least seventy (70) percent of the gross value of the Transaction, will have its Credit awarded as follows:
 - 7.2.1.1. the portion of the Transaction's CCV that is equal to or less than \$1,000,000 will be deemed to have 100 percent CCV for reporting and verification purposes;
 - 7.2.1.2. any portion of the Transaction's CCV that is over \$1,000,000 will use the actual CCV as calculated using Article 9.
 - 7.2.2. World Product Mandate: When an Indirect Transaction involves a World Product Mandate and where the CCV of the product is verified to be seventy (70) percent or greater of the gross value of the Transaction, the CCV will be deemed to be 100 percent for reporting and verification purposes.
- 7.3. Transactions may also involve Allowable Investments within Canada.
 - 7.3.1. The full CCV of any Allowable Investment Transaction, including both the initial investment and any multiplied or future sales Credits, are part of the Obligations. If the Contractor fails to achieve an Allowable Investment Transaction, the full

CCV of the Commitment at the multiplied value will be made up with other Transactions, as detailed in Article 15, Transaction alterations.

7.3.2. The specific requirements and Credit valuation approaches for different types of Allowable Investment Transactions are as outlined below.

7.3.3. Post-Secondary and Public Research Institution Transactions

7.3.3.1. A Transaction involving a contribution to a Post-Secondary or Public Research Institution will receive a Credit multiplier of five (5) if it involves: a cash contribution to a Post-Secondary Institution for research or the establishment of research chairs; a contribution to advanced technology skill development at a Post-Secondary Institution; or, collaborative research undertaken with a Public Research Institution.

7.3.4. Consortium Transactions

7.3.4.1. A Transaction may involve an Allowable Investment to a consortium, which meets the following membership criteria:

- the Contractor or an Eligible Donor;
- a minimum of one (1) Canadian Company, and;
- a minimum of one (1) Post-Secondary Institution or Public Research Institution.

7.3.4.2. Valuation for Credit purposes:

- An initial value will be calculated, and will be the sum of the following:
 - the value of cash contributions from the Contractor or an Eligible Donor to the consortium; and, the value of cash contributions from other consortium members, up to a maximum value equal to that of the contribution of the Contractor or the Eligible Donor, which have been leveraged by the Contractor's or Eligible Donor's participation in the consortium. The Contractor or Eligible Donor will demonstrate how its involvement contributed to the contributions of the other consortium members.
- Once the initial value is established, it will be multiplied by five (5).
- The value of any in-kind contributions would then be added, based on an In-Kind Valuation. In-kind contributions to a consortium are not eligible for the Credit multiplier.
- The following will not be eligible for Credit:
 - Any contribution made to the consortium by Post-Secondary

- Institutions or Public Research Institutions; and
- Any contribution made directly into the consortium by any level of government.

7.3.4.3. Other Criteria

- The combined total investment of non-Canadian Companies in the consortium will not exceed fifty (50) percent of the total investment in the consortium.
- In cases where an Eligible Donor participates in the same consortium as the Contractor, separate Transaction sheets will be submitted that describe the Contractor's and the Eligible Donor's individual contributions to the consortium. The Contractor and the Eligible Donor may only claim the Credits associated with the contributions that each has made or leveraged into the consortium.

7.3.5. Investment framework (IF) Transactions

7.3.5.1. A Transaction may involve a long-term and innovation-related contribution made directly to a Canadian SMB. IF Transactions will meet the following criteria:

- must be linked to Research and Development (R&D) Activities and/or Commercialization Activities in Canada;
- must be undertaken by the Contractor or an Eligible Donor with a Canadian SMB. For the purposes of the IF Transaction, the Eligible Donor and Recipient cannot be the same company;
- must meet the Transaction eligibility criteria, as outlined in Article 8;
- must be an Allowable Investment;
- must have a duration of at least five (5) continuous years, beginning at the date the investment is made; and,
- A business plan must be submitted to the ITB Authority, substantially in the form attached in Annex D.

7.3.5.2. Credit valuation:

- Allowable Investments made in cash will be valued based on the actual amount of money that has been invested. In-kind investments will be subject to an In-Kind Valuation.

- The following Credit multipliers will be applied to the value of the Allowable Investment:
 - Cash for R&D Activities; or, license for IP – nine (9)
 - Cash to purchase, or in-kind transfer of, equipment – seven (7)
 - In-kind transfer of knowledge and/or marketing/sales support – four (4)
- The total issued Credits associated with an IF Transaction will not exceed twenty-five (25) percent of the Obligation, specified in Article 3.1.1.

7.3.5.3. Timeline for Credit award:

- 50 percent of Credits will be awarded once the Allowable Investment is made according to the business plan, then reported to and verified by the ITB Authority. The remaining 50 percent of Credits will be apportioned over the remaining years of the Transaction, as annual reporting requirements are achieved.
- The entire investment must remain with the SMB for at least five (5) continuous years and be used for the purposes outlined in the business plan in order for Credit to be awarded each year.

7.3.6. General investments

7.3.6.1. Transactions may take the form of a general Allowable Investment to a Canadian Company.

7.3.6.2. Valuation for Credit purposes:

- Credit is based on the CCV of future sales achieved by the Recipient as a result of the Allowable Investment.
 - Eligible future sales are limited to Work that is not associated with this Contract; and, work that is not counted for IRB or ITB credit on any other contract or agreement.
 - Eligible future sales will be pro-rated, by multiplying the resulting future sales by the ratio of the Contractor's Allowable Investment in the Recipient, relative to either: i) the Recipient's Capitalization at the time the investment was made (in cases of purchase of non-controlling shares); or ii) the combined total contributions made by all parties in the activity (in all other cases).
- In the case of a cash Allowable Investment, the value of the Allowable Investment itself will also be credited, once the Recipient's future sales

achievement surpasses the amount of the Allowable Investment.

- In the case of an in-kind Allowable Investment, the value of reasonable transfer costs, as determined by the ITB Authority, will be credited once the Recipient's future sales achievement surpasses the amount of the costs. Reasonable transfer costs include training and infrastructure set-up to exploit the technology. The value of the in-kind Allowable Investment itself will not be credited.

7.3.6.3. The Allowable Investment will remain placed with the Canadian Company 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 deduction of all Credits for the Transaction.

7.3.6.4. The capital associated with the purchase of a Canadian Company that is considered a "going concern" is not an Allowable Investment for ITB Credit. If the investment is for a Canadian Company that is insolvent, or has initiated, or had initiated in respect of it, any proceeding seeking relief under any bankruptcy or insolvency law, or similar law affecting creditors rights, then the investment can be considered for ITB purposes.

7.3.6.5. General Allowable Investments will be assessed as to whether they:

- help provide a capability that does not already exist in Canada;
- develop joint ventures with Canadian Companies that contribute to their long-term viability and increase sales; and,
- do not result in overcapacity, shutdowns of existing companies or losses of prospective sales by existing companies in Canada.

7.3.6.6. In-kind contributions related to technology and skills transfer will involve technology and skills that are proprietary, current, complete and exploitable, with all required permits and assistance, sufficient to allow the Recipient to participate in the design, development and manufacture of products or processes and exploit domestic and foreign markets. The Contractor or Eligible Donor will make available, upon request by the ITB Authority, any licensing agreement with the Recipient.

7.3.7. Venture Capital Fund (VCF) Transactions

7.3.7.1. VCF Transactions involve those instances where the Contractor or an Eligible Donor provides funds to a VCF. A VCF is a pooled group of investments directed at assisting the growth of Canadian small businesses and is managed by an unrelated third party.

7.3.7.2. VCF criteria:

- A VCF is any organization which manages investments, such as but not

limited to banks, trust companies, venture capital funds, and investment companies. A VCF must be both registered to do business as such and managed in Canada.

- A high percentage of a chosen VCF's investment activity will be with small businesses involved in the development, manufacture or commercialization of advanced technology products or services in one or more of the following sectors:
 - Life sciences (biotechnology, medical devices and pharmaceuticals);
 - Health;
 - Advanced materials;
 - Advanced manufacturing;
 - Environment;
 - Information and communications technologies; and,
 - Aerospace and defence.
- Small businesses receiving the VCF investment will be privately held and have 50 employees or less in service based industries or 100 employees or less in manufacturing based industries at the commencement of the investment. In the event that a small business decides to make an initial public offering, no further Credit will be granted by the ITB Authority for that company within the VCF Transaction.
- Initial investments by the VCF manager, including co-investments, in eligible small businesses will not exceed \$1,000,000.

7.3.7.3. Valuation for Credit purposes:

- The Credit multiplier for VCF investments is five (5). Credit may be claimed for the initial contribution once the Contractor or Eligible Donor deposits it to the VCF. Credit for the remaining multiples may be claimed when the VCF manager assigns the funds to a Canadian small business as defined above.
- The VCF funds must remain placed with the 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 deduction of all Credits for the Transaction.
- The multiplied Credit related to VCF investments will not exceed 5 percent of the Obligation value in Article 3.1.1.

8. TRANSACTION ELIGIBILITY CRITERIA

8.1. Each proposed Transaction is assessed by the ITB Authority against all of the eligibility criteria outlined below:

8.1.1. **Causality** - each Transaction must be one which was brought about by either the Contractor or an Eligible Donor, due in part to a current or anticipated ITB or IRB obligation to Canada. It will not be one which probably would have been entered into if an Obligation had not existed or been anticipated. Causality may be demonstrated to a specific project or more broadly to a company's obligations in general.

8.1.1.1. The Contractor or an Eligible Donor must demonstrate causality by providing a detailed statement on causality using the space provided in the Transaction sheet template attached at Annex B. The statement will outline the steps and timelines involved in its decision about a business activity and clearly show the link between the steps and decision on that business activity and Canada's IRB/ITB policy.

8.1.1.2. The Contractor or an Eligible Donors must also provide evidence that will certify causality, in support of its detailed statement referred to in Article 8.1.1.1. A certification template is found in Annex B.

8.1.2. **Timing** - Transactions will be implemented within the Achievement Period.

8.1.2.1. Transactions that are identified after the Effective Date of the Contract must only involve Work occurring after the date that the Transaction was proposed to the ITB Authority.

8.1.3. **Incrementality** – Transactions will involve new work in Canada.

8.1.3.1. Should an Indirect Transaction involve the purchase of goods or services from an existing Canadian supplier to the Contractor or an Eligible Donor, the incremental method of calculating the Credits will apply, as follows:

- A three-year average of previous purchases is calculated, based on the three years immediately preceding the date that the Transaction was proposed to the ITB Authority; and,
- Credit will be awarded only for the amounts which exceed the three year average, in each of the Reporting Periods.

8.1.3.2. The incremental method of calculation outlined in Article 8.1.3.1 does **not** apply in cases where the product or service being purchased in the Transaction:

- involves a Direct Transaction;
- is substantially different than what was previously purchased;
- involves a different end use (market sale, application, etc) for what was

- previously purchased; or,
- follows a competitive process to re-select the Canadian supplier.

8.1.3.3. The Contractor or an Eligible Donors will demonstrate incrementality by providing a statement on incrementality for every proposed Indirect Transaction, using the template attached at Annex B. The Contractor or an Eligible Donors will also provide supporting evidence of incrementality as indicated in the template.

8.1.4. **Eligible Donor** - Transactions will be undertaken by the Contractor or an Eligible Donor and named in this Contract.

8.1.4.1. For proposed Eligible Donors that are Canadian Companies with less than 500 employees, the Canadian Company will certify that it understands and has the capacity to undertake Obligations with respect to this Contract. Capacity includes factors such as: company size, product offerings, market conditions, corporate ownership, management processes, and level of Canadian content. A certification template is attached in Annex B. For Transactions proposed after the Effective Date of the Contract, Contractors must clearly demonstrate that the Canadian Company has the capacity to undertake ITB Obligations with respect to this Contract and the ITB Authority may seek additional information confirming Canadian Company capacity.

8.1.4.2. The Contractor, and not the Eligible Donor, will be fully responsible to Canada for all Obligations related to this Contract, regardless of any subcontracting arrangements with Eligible Donors.

8.1.4.3. The Contractor shall include in the subcontract with each Eligible Donor the consents, authorities and approvals that it requires to meet its Obligations under these Terms and Conditions.

8.1.4.4. A list of approved Eligible Donors for the Contract is found in Article 23.

8.1.5. **Other Eligibility Criteria** –

8.1.5.1. Transaction Recipient – Transactions will have one Recipient, unless it is a Grouped Transaction. Government organizations cannot be Recipients, unless it is a Public Research Institution.

8.1.5.2. Level of Technology – Indirect Transactions will involve a level of technology that is the same or higher than that of the Project, with applications in Canadian advanced technology industries.

8.1.5.3. CCV – Indirect Transactions will have a CCV of no less than 30 percent of the total value of the Transaction.

8.1.5.4. Alignment with policy features – Transactions will comply with any specific criteria and valuation features outlined within these Terms and Conditions.

- 8.2. The ITB Authority will assess eligibility prior to a proposed Transaction becoming an Obligation in the Contract. Contractors should note that all Transactions are subject to annual reporting and verification before Credits are confirmed.
- 8.3. Failure to provide the information and certifications outlined in the above articles may result in a proposed Transaction being rejected. Further, the provision of this information and certification should not be seen as limiting the discretion of the ITB Authority in any decisions related to the eligibility of proposed Transactions.

9. CANADIAN CONTENT VALUE (CCV)

- 9.1. CCV is that portion of the value of a product or service that involves Canadian costs. For the purposes of valuing Transactions and their associated Credits, only the CCV of a Canadian Company's product or service is counted. The CCV of a Transaction is determined by using either the net selling price method or the cost aggregate method.

9.1.1. Net selling price method: This method is used when a product or service included in a Transaction has a substantiated selling price. This method of calculating CCV is as follows:

9.1.1.1. Begin with the total selling price of the product or service;

9.1.1.2. Minus the applicable customs duties, excise taxes, Goods and Services Taxes (GST), Harmonized Sales Taxes (HST) and all provincial sales taxes; and,

9.1.1.3. Minus any ineligible costs, as detailed in Article 9.2.

9.1.1.4. The remaining value is the CCV.

9.1.2. Cost aggregate method: This method is used where a product or service contained in a Transaction cannot be assigned a substantiated selling price (i.e. in-house production). This method of calculating CCV is the aggregate of the following items:

9.1.2.1. 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 product in the factory of the manufacturer in Canada;

9.1.2.2. the cost of parts or materials of Canadian origin, in that they have been exported from Canada and subsequently imported into Canada as parts or finished goods;

9.1.2.3. 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 product, to the extent that such costs are not included in the foregoing paragraph; and

9.1.2.4. such part of the following costs, as are reasonably attributable to the production or implementation of the product, service or activity:

- wages and salaries paid for direct and indirect production and non-production labour, paid to employees residing and working in Canada, who are Canadians or permanent residents, as defined in the *Immigration and Refugee Protection Act 2001*, c.27;
- materials used in the work but not incorporated in the final products;
- utilities, such as light, heat, power and water;
- workers compensation, employment insurance and group insurance premiums, pension contributions and similar expenses incurred with respect to wages and salaries of Canadians or permanent residents referred to above;
- taxes on land and buildings in Canada;
- fire and other insurance premiums relative to the production plant, its equipment and production inventories, paid to a company authorized by the laws of Canada or any province to carry on business in Canada or such province;
- rental for factory or office premises in Canada paid to a registered owner in Canada;
- maintenance and repairs that are executed in Canada to buildings, machinery and equipment used for production purposes;
- tools, dies, jigs, fixtures and other similar plant equipment items of a non-permanent nature that have been designed, developed or manufactured in Canada;
- engineering and professional services, experimental work and product or process development work executed and completed in Canada by Canadians or permanent residents;
- miscellaneous factory and office expenses, such as: administrative and general expenses; 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 (5) percent of

the total capital outlay incurred for buildings in Canada owned by the producer of the work;

- personal travel expenses, including Canadian carriers, accommodations and meals, for travel by Canadians or permanent residents associated with Direct Transactions in the Contract;
- fees paid for services performed by Canadians or permanent residents in Canada not elsewhere specified; and
- pre-tax net profit upon which Canadian taxes are paid or are payable.

9.2. Costs or business activities that are ineligible for Credit:

- 9.2.1. the value of materials, labour and services imported into Canada;
- 9.2.2. in the case of an Indirect Transaction, the value of raw materials and Semi-processed Goods exported from Canada;
- 9.2.3. the value of any remuneration, living costs, travel expenses and relocation costs paid to non-Canadians for work on the Project;
- 9.2.4. the amount of all Excise Taxes, Import Duties, Federal and Provincial Sales Taxes, Goods and Services Taxes, Harmonized Sales Taxes and other duties;
- 9.2.5. the value of any royalties and license fees paid by the Contractor or an Eligible Donor to a person, company or entity outside of Canada;
- 9.2.6. the value of goods and services with respect to which Credits have been received or are being claimed by the Contractor or an Eligible Donors as a Transaction to Canada under any other obligation or agreement;
- 9.2.7. any proposal or bid preparations costs;
- 9.2.8. all transportation or travel costs not covered under Articles 9.1.2.3 or 9.1.2.4;
- 9.2.9. the cost of government furnished equipment (equipment supplied by Canada to be used in the production process; for example, tooling, jigs, dies, production equipment);
- 9.2.10. license fees paid by the Recipient and any on-going royalty payments;
- 9.2.11. Transactions claimed by a Contractor that pertain to its influence or that of an Eligible Donor over any country's purchasing agent/department;
- 9.2.12. interest costs associated with letters of credit or other financial instruments to support Transactions;

9.2.13. fees paid to lobbyists (as per the *Lobbying Act*); and

9.2.14. fees paid to third-party consultants or agents for work related to obtaining Credit against this Contract. This includes, but is not limited to: providing advice on the ITB/IRB policy; preparation of proposed Transactions and/or reports; representing the interests of the Contractor to the ITB Authority; and/or searching for potential Recipients.

10. STRATEGIC PLANS

10.1. At the discretion of the ITB Authority, Contractors that hold IRB/ITB obligations in Canada in excess of \$1 billion may be asked to submit a strategic plan to the ITB Authority and to meet to review, discuss and/or update it.

10.2. A strategic plan is a document that describes the Contractor's broad corporate business development plans for Canada and how these plans may translate into strategic activities. The Contractor's strategic plan should include:

10.2.1. A description of the Contractor's broad corporate plans and overarching strategic vision for Canada over the medium-term (3-5 years) and long-term (5+ years);

10.2.2. How these corporate plans and vision may translate into Transactions;

10.2.3. An overview of the Contractor's current and anticipated obligations to Canada; and,

10.2.4. ITB partnerships with Eligible Donors and major suppliers.

11. POOLING

11.1. Pooling refers to the act of splitting the Credits achieved on a single Transaction and applying each portion to one of two or more ITB or IRB Obligations.

11.2. Pooled Transactions must meet the following criteria:

11.2.1. meet all of the Transaction eligibility criteria as described in Article 8;

11.2.2. have a value of not less than \$50 million, measured in CCV; and

11.2.3. have strategic and long term impacts on the Recipient, including but not limited to: R&D support; first purchase of innovative Canadian technologies; World Product Mandate; global value chain activities; consortia activities; Small and Medium Business activities; and/or technology advancement.

11.3. The Contractor must describe and document how any proposed Transaction for pooling meets the criteria in Article 11.2.

- 11.4. A portion of a pooled Transaction may be applied to this Contract. The Contractor will report on the pooled Transaction through the annual reporting process and schedule agreed to with the ITB Authority at the time of pooled Transaction approval.
- 11.5. If a portion of a pooled Transaction originates in the bank and Credits have already been confirmed, the value of those Credits will transfer to this Contract, if the Eligible Donor criterion is met. In addition, any uncredited Transaction value, measured in CCV, will also be transferred to the Contract and be subject to the annual reporting and verification processes and the remedies in these Terms and Conditions.
- 11.6. Pooling guidelines are available on the ITB Website (www.ic.gc.ca/itb).

12. BANKING

- 12.1. The Contractor may apply bank Transactions to this Contract up to a total value of 50 percent of the Obligation cited in Article 3.1.1, measured in CCV.
- 12.2. Any bank Transaction applied to this Contract, or portion thereof, will clearly state that it originated from the bank and be the same in description and details as the approved bank Transaction. The bank Transaction must meet the Eligible Donor criteria outlined in Article 8.1.4.
- 12.3. The Contractor may submit to Overachievements to the bank arising from Transactions in this Contract. For the purposes of banking, an Overachievement is the amount of Credit achieved that exceeds the Obligation in Article 3.1.1 and where the Contractor has:
 - 12.3.1. Completed its Obligations in Article 3.1.1 through 3.1.3 on the Contract, before the end of the Achievement Period;
 - 12.3.2. elected to continue business activities on selected Transactions and to continue its annual reporting process until the end of the Achievement Period; and,
 - 12.3.3. applied to bank, within one (1) year after the final notification of Credits from the ITB Authority, those overachieved portions of the selected Transactions.
- 12.3.4. Apply to bank only those Overachievements that:
 - 12.3.4.1. Were achieved between the date of early completion of the Obligations and the end date of the Achievement Period.
 - 12.3.4.2. Reflect the achievement of all portions of a pooled Transaction (if applicable).
- 12.4. With respect to any bank Transaction involving Overachievement, the bank account holder is deemed to be the Eligible Donor for the purposes of assessing the Eligible Donor criteria.

- 12.5. A bank Transaction involving an Overachievement, or any portion thereof, is not eligible to be re-banked at a later date as part of a subsequent overachievement.
- 12.6. Trading and/or transfer between companies of bank Transactions is not permitted.
- 12.7. Banking guidelines are available on the ITB Website (www.ic.gc.ca/itb).

13. PUBLIC COMMUNICATIONS

- 13.1. The Contractor, the Eligible Donors and/or Recipients are encouraged to be as transparent as possible regarding their Obligations, Commitments and specific Transactions, making them publicly available whenever possible.
- 13.2. The Contractor and the ITB Authority will jointly coordinate public communications related to the Transactions. The two parties will also collaborate to identify success stories associated with specific Transactions.
- 13.3. The Contractor consents to public announcements regarding the Project, made by or on behalf of the ITB Authority, which are related to Obligations, Commitments and Transactions. These announcements would include company names, general descriptions of the work being proposed and approximations of CCV. In these cases, the ITB Authority will make all reasonable efforts to ensure that the Contractor has the opportunity to participate in the announcement and/or the preparation of any related materials. The Contractor will obtain a similar consent from each of the Eligible Donors and Recipients.
- 13.4. The Contractor consents to allow the ITB Authority to publish and openly disclose the Contractor's track record in fulfilling its Obligations, in a manner that respects commercial confidentiality.
- 13.5. For all other public communications regarding the Transactions, drafts of announcements and their publication schedule will be delivered by either party to the other as soon as is reasonably possible, but in any event prior to the proposed release date. Each party will make every effort to inform the other, and seek resolution of, any objections to the content or timing of a proposed announcement.
- 13.6. Nothing in this Article will be interpreted as preventing the fulfillment by any company involved in an Obligation or Transaction of its reporting obligations under applicable securities laws.

14. INFORMATION MANAGEMENT

- 14.1. It is understood and agreed that the Contractor will submit corporate and transactional business information to the ITB Authority in the implementation of these Terms and Conditions and/or through a strategic plan, some of which may contain information that is sensitive and confidential to the Contractor. The ITB Authority will ensure, to the best

of its ability, that this information is protected, stored and used according to the Government of Canada's information management and security guidelines.

- 14.2. The Contractor agrees that the overall, aggregate information related to Obligations, Transactions and Credits is considered by the ITB Authority to be information available to Parliament and the public.
- 14.3. Subject to all applicable federal laws and processes, such as the *Access to Information Act*, the *Privacy Act* and the *Library and Archives of Canada Act*, the ITB Authority will not release or disclose outside the Government of Canada any of the Contractor's commercially confidential business information.
 - 14.3.1. Data may be used by the ITB Authority for internal policy analysis purposes. Certain relevant information may also be shared, subject to applicable laws and processes, with other government organizations and agencies with whom the ITB Authority collaborates in the administration of the ITB policy.

15. TRANSACTION ALTERATIONS

- 15.1. The Contractor will not alter the Transactions listed in Annex A unless:
 - 15.1.1. the Contractor has submitted a proposal to the ITB Authority through the Contracting Authority, with respect to the alteration; and
 - 15.1.2. the ITB Authority through the Contracting Authority has given written approval to the Contractor and requested the Contracting Authority to amend the Contract accordingly.
- 15.2. The Contractor may propose alterations to or substitutions for any of the Transaction(s) listed in Annex A, and the ITB Authority may accept these requests provided that in the judgment of the ITB Authority:
 - 15.2.1. the circumstances requiring the change are exceptional and likely to result in undue hardship upon the Contractor if a change is not made;
 - 15.2.2. the Obligations of these Terms and Conditions are maintained i.e. those related to overall ITB, VP, Regional and SMB;
 - 15.2.3. the proposed alterations or substitutions meet the eligibility criteria stated in these Terms and Conditions;
 - 15.2.4. the proposed substitute Transaction is not less than the Transaction to be replaced as to the level of technological sophistication of the work to be performed, the CCV, and the extent to which it meets the original In-Service Support VP Proposal submitted by the Contractor in its bid submission. For greater clarity, a Transaction in one VP evaluation criteria area must be replaced by a new Transaction under the same VP evaluation criteria area; and,

15.2.5. the proposed substitute Transaction would not have lowered the Contractor's VP score as determined in the original selection process.

15.3. Mutual Abatement and Trading

15.3.1. Mutual Abatement is the reduction of the Contractor's Obligation in exchange for the reduction of a Canadian Company's obligations to a foreign offset authority and is not permitted. Trading of Obligations, or of Credits, is also not permitted.

16. VERIFICATION AND ACCESS TO RECORDS

16.1. The Contractor will implement the procedures and practices as described in the ITB management Plan.

16.2. The Contractor will keep proper records and all documentation relating to the Transactions attached to this Contract, including invoices and proof of payments. The Contractor will not, without the prior written consent of the ITB Authority, dispose of any such records or documentation until the expiration of two (2) years after final payment under this Contract, until settlement of all outstanding claims and disputes, or the end of the Achievement Period, whichever is later.

16.3. All such records and documentation will, during the aforementioned retention period, be open to verification, inspection and examination by the ITB Authority, through access at reasonable times, and within sixty (60) calendar days of being notified by the ITB Authority. The Contractor will obtain similar undertakings in the subcontracts of all Eligible Donors and arrange for the same in respect of work performed by such Eligible Donors for which ITB Credits are claimed.

16.4. Where, subsequent to the verification action taken pursuant to this Article, the ITB Authority determines that the records are insufficient to verify the Contractor's achievements in respect of any ITB Obligation or Commitment, the Contractor will provide such additional information as may be required by the ITB Authority.

16.5. Where it cannot be verified that a Transaction has been achieved as claimed, that portion of the Transaction which cannot be verified will be considered as not having been achieved and the ITB Authority will give notice to the Contractor of the Shortfall through the Contracting Authority.

16.6. If the ITB Authority determines that a significant deficiency in the Contractor's achievements exists such that the ITB Authority believes that the Contractor will not meet its Obligations, the ITB 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 the deficiency. The Contractor will submit its proposal within sixty (60) calendar days of receipt of such notice. If the proposal is not provided within this time period or is not acceptable to the ITB Authority, the ITB Authority may request the Contracting Authority to terminate the Contract.

17. CONFLICT RESOLUTION

- 17.1. The ITB Authority and the Contractor acknowledge that they have entered into a long-term relationship, with the goal that the Contractor achieves the Obligations and Commitments stated herein, delivers long-term economic benefits to Canada and carries out these Terms and Conditions.
- 17.2. Guiding this long-term relationship are common values and approaches, such as mutual accountability, open communication, mutual respect and effective collaboration. The relationship will involve officials at the project level (ie ITB and contract managers) and at the management level (ie Departmental and Executive officials). Discussions will be frequent and ongoing over the life of the Contract.
- 17.3. In the event that a disagreement arises between the ITB Authority and the Contractor regarding an ITB matter, each party will bring their concerns forward to the other for discussion and resolution. Parties are encouraged to raise concerns first at the project level. Should discussions at the project level fail to resolve the issue, the parties are then encouraged to engage at the management level. If these discussions fail to reach a satisfactory resolution, either party is then free to make use of the broader dispute resolution process outlined in Article 32 of the Contract.

18. REMEDIES

- 18.1. The long-term relationship between the Contractor and ITB Authority is supported by several processes aimed at promoting regular, ongoing engagement between the two parties. These processes include the Transaction identification and achievement schedules outlined in Article 3.1.4 and 3.1.5 and the annual reporting process outlined in Article 4. Taken together, these and other monitoring measures are aimed at encouraging positive engagement, use of best practices and the successful completion of the Contractor's Obligations in this contract.
- 18.2. Notwithstanding the terms of this Contract that provide remedies in the event of default by the Contractor, one or more of the following remedies may be exercised in the event of default under these Terms and Conditions. Some or all remedies may apply, but combined will not exceed 10 percent of the overall Contract Price. In the event of a default by the Contractor of its obligations pursuant to these Terms and Conditions, the remedies contained in this Article are in addition to, and not in substitution for, any remedies provided elsewhere in the Contract.
- 18.3. Holdback/Stop Payment
 - 18.3.1. If the Contractor has failed to meet any of its Obligations contained in Article 3.1.4 to 3.1.5, the ITB Authority will notify the Contractor in writing, through the Contracting Authority, of such deficiency and Canada may apply a holdback (the Holdback) from any claim for payment then due or payable under the Contract.

18.3.2. With respect to the Holdback, a cure period of sixty (60) calendar days (the Cure Period), beginning on the date of notification by the ITB Authority, will apply before the Holdback takes effect.

18.3.2.1. Within the Cure Period, the Contractor may take corrective action by providing to the ITB Authority a corrective action plan to remedy the deficiency. If the plan is accepted by the ITB Authority, no Holdback will be made.

18.3.2.2. If, after the Cure Period, the plan has not been delivered, or if delivered, has not been accepted pursuant to Article 18.3.2.1, then 10 percent of subsequent claims for payment will be withheld.

18.3.2.3. The Holdback will accrue until it reaches the amount of the deficiency, or until the Contractor submits a plan that is approved by the ITB Authority, whichever occurs first.

18.3.3. The Holdback will be released progressively as the deficiency is extinguished. During the Holdback period, the ITB Authority will confirm the amount of Credits achieved and/or Transactions identified within a reasonable amount of time from when the claims or proposed Transactions are submitted by the Contractor. The corresponding amount of the Holdback will be released when the next payment under the Contract is made.

18.4. Liquidated Damages

18.4.1. If the Contractor fails to achieve any of the Obligations in Article 3.1.1 and 3.1.3 by the end of the Achievement Period, after taking into account the provisions of Article 6, Canada may in its sole discretion elect to require the Contractor to pay to Canada as liquidated damages 10 percent of the total deficiency, less the amount of any Holdback.

18.4.1.1. In the event that a deficiency is comprised of more than one of the Obligations in Articles 3.1.1. and 3.1.3, the Contractor will be liable only for the deficiency that arises under the Obligation that results in the highest liquidated damages.

18.4.2. If the Contractor fails to achieve any of the VP Obligations in Article 3.1.2 by the end of the Achievement Period, after taking into account the provisions of Article 6, Canada may in its sole discretion require the Contractor to pay to Canada as liquidated damages 20 percent of the total deficiency, less the amount of any Holdback retained.

18.4.2.1. In the event that a deficiency is comprised of more than one of the VP Obligations in Articles 3.1.2, the Contractor will be liable in respect to Article 18.4.2 under all deficiencies on an additive basis.

18.4.3. The obligation of the Contractor to pay liquidated damages, if such obligations exist, pursuant to Article 32 of the Contract, will be triggered by notice by either the Minister or the Deputy Minister of Public Services and Procurement to the Contractor, stating that the Contractor is in default under the Contract for failure to achieve the ITB Commitments within the Achievement Period and that Canada is demanding payment of liquidated damages in accordance with this Article.

18.5. Contract Termination

18.5.1. Default by the Contractor - In the event that this Contract is terminated for default pursuant to Section 29 of General Conditions 2035, the ITB Authority will notify the Contractor, and the Contractor will identify Transactions equal to 100 percent of the value of Contract revenue earned by the date of termination.

18.5.1.1. The Contractor will then, in its sole discretion, elect either:

- To take action to achieve all identified Transactions with 1 year; or,
- To pay Canada as liquidated damages the amount calculated in accordance with Article 18.4, less the amount of any Holdback, after taking into account the provisions of Article 6.

18.5.1.2. For the purposes of Article 18.5.1.1, the deficiency, shall be calculated on the basis of the funds earned by the Contractor from Canada up to the date of termination of the Contract.

18.5.1.3. The parties agree that Canada's right under Section 29 of General Conditions 2035 to terminate the Contract for default shall not apply to a failure to meet the Contractor's Obligations under these Terms and Conditions, unless the Contractor fails or neglects, within sixty (60) days of the ITB Authority's demand to do so, to satisfy any of the material Obligations listed below:

- Pay the liquidated damages amounts required by Article 18.4; and
- Satisfy its VP Obligations described in Article 3.1.2.

18.5.1.4. The Parties agree that: the obligations contained in Article 18.5.1.3 constitute material Obligations under the Contract; and, the Obligations contained in Article 18.5.1.1 shall survive termination of the Contract.

18.5.2. Termination for Convenience - In the event that this Contract is terminated for convenience pursuant to Section 30 of General Conditions 2035, the Contractor will have no further Obligations or liabilities under these Terms and Conditions, including any liabilities arising from VP Obligations. In the event of partial termination of the Contract under Sections 10, 29 and 30 of General Conditions 2035, the Contractor will be released from the terminated portions of the Obligations and from the provisions of Article 3 as it relates to such terminated

portions.

18.6. Letter of Credit

18.6.1. In the event that the Contractor has not completed its Obligations at the time of completing the Work under the Contract and being entitled to receipt of the final milestone payment from Canada, the Contractor may be required to provide Canada a guarantee for the completion of the Obligations prior to the expiration of the Achievement Period in the form of a letter of credit. The letter of credit will be in the amount of monies that would be owing by way of liquidated damages should the Contractor not achieve any further Credits after the date of the final milestone payment.

18.6.2. The letter of credit will be:

- issued by a financial institution which is a member of the Canadian Payment Association;
- in form and substance satisfactory to the ITB Authority;
- solely at the cost of the Contractor;
- abated as set forth below;
- unconditional and irrevocable; and,
- subject to the Uniform Customs and Practice for Documentary Credits, as set out in Publication No. 600, July 2007.

18.6.3. The letter of credit will remain in force until the earliest of:

- the achievement of the Obligations; and
- six months following the submission of the ensuing final annual report at which time the letter of credit will be abated in full and will be returned by Canada to the Contractor. Provided that if the Obligations have not been achieved, Canada will draw down on the letter of credit in the amount of the outstanding Obligations prior to returning it to the Contractor.

18.6.4. The obligation of the financial institution to pay under the letter of credit will be triggered by notice executed by the Contracting Authority to the issuing bank, stating that the Contractor is in default under the Contract for failure to achieve the Obligations within the Achievement Period, that Canada has made a demand by notice for payment of liquidated damages in accordance with the liquidated damages articles and that the Contractor has failed to pay Canada such liquidated damages. No other event will trigger payment under the letter of credit.

18.7. If, during the term of the Contract, a change in the Work is initiated by Canada which results in the Contractor no longer being able to source from a Canadian Company and, as a consequence, Obligations may not be met, the Contractor will immediately notify the ITB Authority through the Contracting Authority. The Contractor will fully describe the

issue and 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. In such instances, the Obligations shall be reduced to the extent the CCV associated with the change differs from the CCV of the original Work. Notwithstanding the foregoing, the Obligation in Article 3.1.1 will remain, that is, the Contractor must achieve not less than 100% of the Contract Price in CCV or the total value of all Transactions identified in the Proposal, whichever is higher.

- 18.8. The Contracting 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 Canada to the Contractor, any amounts owing under this Contract.
- 18.9. 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 the Contract by the Contractor.
- 18.10. Actual damages which would be sustained by Canada in the event of a breach by the Contractor of the Obligations in 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.

19. CHANGES TO THE PLANS

- 19.1. The Contractor may propose revisions to the Plans. Any proposed revisions must be agreed to by the ITB Authority in writing. Revisions will be incorporated into this Contract by administrative amendment, executed by the Contracting Authority.

20. RESPONSIBILITIES OF THE PARTIES

- 20.1. The award of this Contract to the Contractor resulted from a procurement process in which the Contractor committed to fulfill the Obligations set out in Article 3, Statement of Obligations.
- 20.2. It is the responsibility of the Contractor to ensure that it can complete the Transactions and that these are not limited by applicable laws, regulations, policies or standards.

21. COMPLIANCE WITH THE *LOBBYING ACT*

- 21.1. The Contractor represents, warrants and undertakes that it and other Eligible Donors are and will remain in compliance with Canada's *Lobbying Act* with respect to these Terms and Condition

22. CONTINGENCY AND/OR SUCCESS FEES

- 22.1. The Contractor represents warrants and undertakes that neither it nor an Eligible Donor will make or agree to make any payment to an individual, company or entity that is contingent on the approval of Credit by the ITB Authority under these Terms and Conditions or upon the entity's success in arranging meetings with public office holders.
- 22.2. The ITB Authority acknowledges that the Contractor, for the purposes of making the representation and warranties in Articles 21.1 and 22.1 on behalf of the Eligible Donors, has relied on a representation provided by each of them to it.

23. LIST OF APPROVED ELIGIBLE DONORS

- 23.1. The Eligible Donors to this Contract include the companies and coordinates listed below:

[List to be included at contract award]

ANNEX A – VALUE PROPOSITION COMMITMENTS, PLANS AND TRANSACTIONS

Value Proposition (VP) Commitments – to be referenced from Contractor’s Proposal. Includes international export strategy.

Plans – to be referenced from Contractor’s Proposal

Transactions – a detailed list and tabular chart to be attached, based on the Contractor’s Proposal and then updated throughout the Achievement Period.

Transaction # and Version	Title	Description	Donor	Recipient	CCV\$
					<i>Sub-totals for direct, indirect, regional, SMB and VP criteria</i>

ANNEX B –TEMPLATE – TRANSACTION SHEET

(Electronic copy available from ITB Authority)

OVERVIEW

Title and Number:

Date of Submission: Tranche: (1/2/3)

CONTRACTOR INFORMATION

Canadian Procurement Project:

Company Name:

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

DONOR

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

NAICS code (See NAICS website -

<http://www23.statcan.gc.ca/imdb/p3VD.pl?Function=getVDPPage1&TVD=118464>)

Description of Core Capabilities

Tier Level

of employees

RECIPIENT

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/Country/Postal Code

NAICS code

Description of company and core capabilities

Description of Transaction quality and impact on Recipient

Number of Employees

Small and Medium Business?

VALUATION AND TIME PHASING

Total value of Transaction (or initial investment):

CCV percent of Recipient:

Estimated Future Sales, if applicable:

Multiplier, if applicable:

Total CCV \$ of Transaction:

[Time Phasing Chart by period and region on excel template]

DETAILS OF TRANSACTION

Type of Transaction:

Direct (y/n) Indirect (y/n)

Pooled Transaction (y/n)

Bank Transaction (y/n)

Description of Transaction:

Value Proposition (VP) Activity (y/n)

Defence Related (y/n/dual use)

R&D Activity (y/n)

SMB Activity (y/n)

Export activity related to international export strategy (y/n)

Description/justification for VP classifications above:

(Provide clear information on how Transaction meets the VP criteria above. Attach any supporting documentation)

Activity Type: (Purchase/Consortium/Post-secondary Investment/Investment Framework / General Investment/Technology Transfer/Venture Capital Fund)

Business Activity Type:

Ammunition and other Munitions/Missiles and Rockets/Firearms and other Weapons/Space/Airborne Electro Optical, Radar, Sonar, Sensor, Fire Control, Countermeasures/Land based or Man Portable Electro Optical, Radar, Sonar, Sensor, Fire Control, Countermeasures/Airborne Communications and Navigation/Land-based or Man Portable Communications and Navigation/Naval Shipborne Systems/Naval Ship Fabrication/Naval Ship Maintenance, Repair and Overhaul/Combat Vehicles/Combat Vehicles Maintenance, Repair and Overhaul/ Aircraft Fabrication/Aircraft Maintenance, Repair and Overhaul/Unmanned Aerial Systems/ Vehicles/Simulation Systems for Aircraft/Simulation Systems for Naval Vessels/Simulation Systems for Land Vehicles or Other/Live Personnel and Combat Training Services/Troop Support/Other (specify)

Federal Supply Class (FSC) Code:

(see FSC Website: <http://www.dlis.dla.mil/H2/search.aspx>)

Investment Framework Details (if applicable)

Allowable investment type: (Cash grant/Cash purchase of shares/Licence for IP/Transfer of Equipment/Transfer of Software/Transfer of Systems/Loan of employee for technical/managerial support/Loan of employee for marketing/sales support/Licence for brand or trademark

Type of R&D or Commercialization Activity:

(cite item from definitions in Article 2)

Business plan

(attach, using template in Annex D)

Valuation documentation included

- Copy of draft legal agreement or signed certificate (cash)
- Valuation report (in-kind)

CONSORTIUM MEMBER (if applicable)

Company Name

ITB Contact Name/Email/Telephone

Address/City/Province/State/Country/Postal Code

ELIGIBILITY CRITERIA

Causality:

(For Indirect Transactions, insert detailed causality statement here and attach causality certification)

Eligible Donor:

(For all Transactions, briefly describe here how the donor meets the Eligible Donor criteria and attach Eligible Donor certification, if applicable)

Incrementality:

(For Indirect Transactions, complete and attach incrementality information and supporting documentation)

Timing

(For all Transactions, briefly describe here how the Transaction meets the timing criteria)

OTHER

Government Assistance or Participation in Transaction: *(describe the date and details of any assistance provided – either to the specific activity, the Eligible Donor, or the Recipient – from any level of government in Canada)*

Other – Canadian content value (CCV) Overview

(For all Transactions, indicate here which CCV calculation method was used)

Other – Level of Technology

(For indirect Transactions, briefly describe here how the level of technology is the same or higher than that of the project)

SIGNATURES

By signing below, the undersigned party, as a representative of (*donor company*), attests that the information included in and attached to this document is complete and accurate to the best of our knowledge, and can be relied upon by the ITB Authority for the purposes of compliance monitoring.

Signature

Date

Name and Title

Instructions on Transaction Sheets

1.1.1. Instructions for Transaction sheets:

1.1.1.1. Transaction Overview

- Title (*provide a brief title identifying the activity*)
- Number (*assign a unique number, in simple, sequential order, for reference purposes*)
- Date Transaction submitted
- Tranche (*the Proposal is tranche 1*)

1.1.1.2. Contractor contact information (*information regarding the proposed Contractor on the Project*)

1.1.1.3. Donor company information

1.1.1.4. Recipient information: Notes: *i) the company description should include locations, business history and core capabilities; ii) see Article 7.1.5 of the Terms and Conditions for other Recipient requirements.*

1.1.1.5. Valuation and time phasing (*specify the overall CCV values as applicable, plus the detailed commitment schedule broken out by 12 month periods, which mirror the Reporting Periods*)

- For the purposes of the evaluation process, the multiplied or enhanced value of a proposed Transaction involving a credit multiplier, future sales achievement or CCV enhancement, as described in Article 6 of the Terms and Conditions, will not be considered. Only the face value of the initial investment, or the estimated CCV, in the proposed Transaction will be considered. Any multiplied credit values, future sales achievements or enhanced CCV will be counted after the Effective Date of the Contract.

1.1.1.6. Details of Transaction

- Type of Transaction (*direct or indirect, pooled, banked*)
- Description of Transaction (*provide a detailed description of the proposed activity, including: nature of work; location of work in Canada, estimated quantities and timelines; any end-use market, platform or program; and, other relevant information*)

- VP activity (*yes or no*)
 - Defence Related (*yes, no or dual-use*)
 - R&D Activity (*yes or no*)
 - SMB (*yes or no*)
 - Export Target Market (*yes or no*)
- Description/justification for VP classifications above (*clearly demonstrate and document alignment with VP requirements*)
- Activity type (*purchase, investment*)
- Business activity type (*aircraft fabrication, electro-optical*)
- Federal supply class (FSC) Code (*website reference provided on template*)
- Investment framework details (*if applicable*)
 - Allowable investment type (*cash grant, cash share purchase, in-kind IP, transfer equipment, marketing support*)
 - Type of R&D or commercialization activity (*test analysis, applied research, business planning, feasibility studies*)
 - Business Plan included (*template in Annex D of Terms and Conditions*)
 - Valuation documentation included (*agreement or in-kind valuation report, as appropriate*)

1.1.1.7. Consortium member information (*if applicable*);

1.1.1.8. Transaction eligibility criteria (*be as specific and detailed as possible in addressing how a proposed Transaction meets each eligibility criteria, which are outlined in the ITB Terms and Conditions. Guidance is provided in the Transaction sheet template. Include all details and documentation in the Proposal*)

1.1.1.9. Other

- Canadian government assistance (*describe the date and details of any assistance provided -- either to the specific activity, the Eligible Donor, or the Recipient -- from any level of government in Canada*)

1.1.1.10. Signature (*an authorized official at the Bidder's or proposed eligible donor's company*)

Protected B (when completed)

**CERTIFICATE OF CAUSALITY -
INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB)**

WHEREAS the ITB policy requires that, as evidence of causality, the Contractor shall provide a detailed statement on causality and submit a signed certificate of causality as supporting evidence to the ITB Authority;

NOW THEREFORE, I _____, in my capacity as a senior officer of the (*donor company*), do hereby declare and certify as follows:

- i) I am aware of the meaning of causality, as outlined in the Terms and Conditions;
- ii) The information contained in the Transaction sheet(s) appended herewith provides a detailed statement on causality, which outlines the steps and timelines involved in the decision about a procurement or investment activity and which clearly shows the link between the steps and decision on a business activity and Canada's ITB or IRB policy;
- iii) The information contained in the Transaction sheet(s) appended herewith, is to the best of our knowledge and ability complete, true and accurate;
- iv) Failure to provide a detailed statement on causality and this certificate may result in the Transaction being rejected pursuant to the Terms and Conditions. Provision of this causality information should not be seen as limiting the discretion of the ITB Authority in decisions related to the eligibility of specific Transactions submitted for approval.

IN WITNESS THEREOF THIS CERTIFICATE OF CAUSALITY HAS BEEN SIGNED THIS _____ DAY OF _____ BY THE SENIOR OFFICER WHO IS DULY AUTHORIZED IN THAT BEHALF.

SIGNATURE

NAME AND TITLE OF SENIOR OFFICER

AT: _____

Project and Transaction number(s): _____

Title(s): _____

Recipient Company(ies): _____

INCREMENTALITY CHECKLIST

For Indirect Transactions, complete this checklist and attach supporting documentation

Incremental work is the purchase of a good or service that represents new or additional purchases from a Canadian supplier. These new or additional purchases may take various forms. They may involve:	Please check the appropriate box
i) purchase of a new product or service from a new Canadian supplier on an Indirect Transaction	Written statement attesting the Canadian Recipient is a new supplier + Purchase Order (or PO equivalent if the order has not taken place)
ii) purchase of a new product or service from an existing Canadian supplier on an Indirect Transaction	Written statement attesting the product/service has not previously been purchased + Purchase Order (or PO equivalent if the order has not taken place)
iii) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but which involves a new application or end use of the product (see example below)	Written statement detailing the new application or end use of the product/service + New part number (where applicable) + Purchase Order (or PO equivalent if the order has not taken place)
iv) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but where there has been a new competitive process to re-select the supplier	Written statement detailing the Request for Quote (or equivalent) proving a new competition has taken place + Purchase Order (or PO equivalent if the order has not taken place)
v) purchase of an existing product or service from an existing Canadian supplier on an Indirect Transaction, but where none of the above circumstances apply. (in these cases, a three-year average of previous purchases will be calculated, based on the three years immediately preceding the date of identification of the Transaction to the ITB Authority, and Credit may be awarded on those purchase amounts which exceed the three year average, in each of the ensuing Reporting Periods)	Written statement detailing the three-year average calculation
vi) other: _____	Written statement detailing the activity + other evidence
<i>An example of a new application or end use: The Contractor has previously purchased military tripods from a Canadian supplier that mount to Gun A for sale to Country A. The new application or end use could be the purchase of the same military tripods from the Canadian supplier, but instead of mounting to Gun A for sale to Country A, they are mounted to Gun A for sale to Country B, or they are mounted to Gun B for sale to Country B.</i>	<i>The ITB Authority at its discretion will determine if the proposed Transaction is incremental taking the information provided into account.</i>

**CERTIFICATE OF ELIGIBLE DONOR
INDUSTRIAL AND TECHNOLOGICAL BENEFITS (ITB)**

WHEREAS the ITB policy requires Transactions be undertaken by an Eligible Donor, as outlined in the Terms and Conditions;

AND WHEREAS, the ITB policy requires that when a proposed Eligible Donor is a Canadian Company with less than 500 employees, it has the capacity to undertake Obligations with respect to this Contract;

NOW THEREFORE, I _____, in my capacity as an officer of (*Canadian Company name*), do hereby declare and certify as follows:

- i) I am familiar with Canada's ITB policy, goals and objectives.
- ii) I am aware of the meaning of Eligible Donor, as defined in Article 8 of the Terms and Conditions;
- iii) I understand and accept the responsibilities associated with acting as an Eligible Donor and strategic partner in the delivery of the Obligation on the (*insert project name*) project. These responsibilities may include sharing a portion of the Obligation, remedies, planning and undertaking Direct and Indirect Transactions, record keeping and supporting the prime contractor in the areas of annual reporting and verification.
- iv) My company has the capability and resources to undertake the role of Eligible Donor on this project.
- v) Failure to provide a certificate of Eligible Donor may result in the proposed Transaction being rejected pursuant to the Terms and Conditions. Provision of this certificate should not be seen as limiting the discretion of the ITB Authority in decisions related to the overall eligibility of specific Transactions submitted for approval.

IN WITNESS THEREOF THIS CERTIFICATE OF ELIGIBLE DONOR HAS BEEN SIGNED
THIS _____ DAY OF _____ BY THE SENIOR OFFICER WHO IS
DULY AUTHORIZED IN THAT BEHALF.

SIGNATURE

NAME AND TITLE OF OFFICER

AT: _____

ANNEX C – TEMPLATE - ANNUAL REPORT

(Electronic copy available from ITB Authority)

Protected B (when completed)

GENERAL INFORMATION

Project Name:
Contractor Name:
Reporting Period:
Date of Report
ITB Manager:
Currency
Contract Award Date
Total # of Reporting Periods
Reporting Period # and dates

CONTRACTUAL OBLIGATIONS

Total Obligation:
Direct:
SMB:
Atlantic
N Ontario:
Ontario
Quebec
West
North

PART A – Overview

An overview and status of Work on the Project:

Please provide a very high level overview of the project over the past year, including any annual report highlights and the project schedule. Proposed length of response is 5-10 lines.

Progress Payments:

Please provide a brief written overview of the progress payment activities since contract award. Proposed length of response is 5-10 lines. In addition, please populate the Progress Payments Tab below.

[Progress Payments chart on excel]

Plans:

Please provide an overview of any substantive changes to the Plans, including changes to ITB officials working on the project. Please indicate if no changes are proposed. Proposed length of response is 5-10 lines.

Value Proposition (VP) Overview:

Please provide a detailed overview of each VP Commitment and related activity during the Reporting Period, along with a cumulative summary of the achievement status of each. Proposed length of response is 4-5 lines for each item, accompanied by the documentation as indicated.

International export strategy:

Please provide an update on the international export strategy, including details on the progress of target market activities and documentation demonstrating that the four capacity to export conditions remain in place, as outlined in Article 4.1.5. Proposed length of response is 4-5 lines for each item, accompanied by the documentation as indicated.

PART B, C and D – Transactions

Please fill in all of the information requested in a chart format.

PART E – Additional Information

SMB and Regional Development Activities:

Please provide an overview of the activities that were undertaken on this project with Small and Medium size Businesses. Include highlights of work activities undertaken during this period. Proposed length of response is 5-10 lines.

New, Changed or Cancelled Transactions:

Please provide a brief overview of any changes (listed by Transaction) including any cancelled, new or altered Transaction in the last Reporting Period. Ensure these changes are reflected in the Transaction Tab by highlighting in red all changes indicated below. Proposed length of response if dependent on the number of applicable Transactions.

Certificate of compliance:

Submission of this annual report should be accompanied by the completed and signed certificate of compliance. The template is available below.

Certificate of compliance
For Annual Reporting Purposes

WHEREAS Her Majesty the Queen in right of Canada as represented by the Minister of Public Services and Procurement 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 (CCV) of Transactions and compliance with the *Lobbying Act*, the Contractor will submit a certificate of compliance to that effect to the ITB Authority;

NOW THEREFORE, The Contractor declares and certifies as follows:

- The information contained in the documents appended herewith, which applies to the reporting of the Transaction periods, is to the best of our knowledge and ability complete, true and correct;
- The information contained in the documents appended herewith is compliant with information contained in certificates of compliance submitted to the Contractor by other Eligible Donors;
- The CCV shown in documents appended herewith have been determined in accordance with Article 9 of the Contract;
- The Contractor and all other Eligible Donors are, subject to Article 22.2, in compliance with Canada's *Lobbying Act* with respect to this Contract.

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

SIGNATURE

NAME AND TITLE OF SENIOR COMPTROLLER

AT: _____

ANNEX D – IF BUSINESS PLAN TEMPLATE

(Electronic copy available from ITB Authority)

The IF business plan describes the proposed IF project, details the specific activities, goals and duration, outlines how an investment will be used by the SMB, includes a market assessment and provides company information.

Template IF Business Plan
<i>Protected B (when completed)</i>
IF Transaction title:
Donor:
SMB Recipient:
Date:
Description of IF activity: <i>Provide a detailed description of the IF activity, including but not limited to: specific activities to be undertaken; goals; duration; value of the investment and how it will be used by the SMB; the anticipated impacts/outcomes for the SMB; and key IF activity assumptions and risks.</i> <i>Anticipated length: 8-10 paragraphs.</i>
Market Assessment: <i>Provide an outline of the opportunity, market size, key competitors, sales strategy and the donor/SMB Recipient's competitive advantage.</i> <i>Anticipated length: 3-5 paragraphs</i>
Company profile of SMB: <i>Provide a description of the SMB's operations, product lines, corporate structure and ownership.</i>

Anticipated length: 2-3 paragraphs + organizational chart

Certification and signatures

WHEREAS the ITB policy requires that a proposed IF Transaction be accompanied by a business plan outlining the IF activity in detail;

NOW THEREFORE, we the undersigned, in our capacities as senior officers at the Donor and SMB Recipients, do hereby declare and certify that the information included in and attached to this business plan is complete, accurate and can be relied upon by the ITB Branch for the purposes of monitoring the compliance of the proposed IF Transaction.

IN WITNESS THEREOF THIS CERTIFICATION HAS BEEN SIGNED THIS _____ DAY OF _____, 20____ BY A SENIOR OFFICER WHO IS DULY AUTHORIZED IN THAT BEHALF.

Donor

Signature

Name and Title of Senior Officer

SMB Recipient

Signature

Name and Title of Senior Officer

TASK AUTHORIZATION
AUTORISATION DES TÂCHES

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat
		Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	TO THE CONTRACTOR You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. À L'ENTREPRENEUR Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.	
Delivery location – Expédiez à		
Delivery/Completion date – Date de livraison/d’achèvement	Date	for the Department of National Defence pour le ministère de la Défense nationale
Contract item no. N° d'article du contrat	Services	Cost Prix
		GST/HST TPS/TVH
		Total
APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.		
for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ont à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

Authorized TA Number	Authorized on	Total Estimated Cost (As per last Tax extra of task before extra of task)	TA Revision Number		Authorized Revision		Total Cost Incurred, Applicable Taxes	Total Amount Taxed	Total Cost Incurred, Applicable Taxes extra	Total Amount Taxed, Taxes Included	Completion Date	Active Status	Active Status - Explanation
			Authorized on	Increase or Decrease	Authorized on	Increase or Decrease							
1	May 15, 2017	\$5,000.00	Authorized on June 1, 2017	\$10,000.00	Total \$15,000.00	Authorized on July 15, 2017	\$2,000.00	Total \$13,000.00		\$0.00	March 2, 2018	100%	
2	December 11, 2017	\$12,500.00	Authorized on March 18, 2018	\$0.00	Total \$12,500.00	Authorized on April 15, 2018	\$0.00	Total \$12,500.00		\$0.00	October 30, 2018	20%	
3	February 9, 2018	\$20,000.00	Authorized on March 18, 2018	-\$3,100.00	Total \$16,900.00	Authorized on April 15, 2018	\$0.00	Total \$16,900.00		\$0.00	March 11, 2018	95%	
4	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
5	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
6	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
7	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
8	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
9	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
10	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
11	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
12	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
13	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
14	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
15	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
16	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
17	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
18	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
19	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
20	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
21	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
22	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	
23	December 11, 2017	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	October 30, 2018	20%	
24	February 9, 2018	\$0.00	Authorized on March 18, 2018	\$0.00	Total \$0.00	Authorized on April 15, 2018	\$0.00	Total \$0.00		\$0.00	March 11, 2018	95%	
25	May 15, 2017	\$0.00	Authorized on June 1, 2017	\$0.00	Total \$0.00	Authorized on July 15, 2017	\$0.00	Total \$0.00		\$0.00	March 2, 2018	100%	

Cell: B5
Comment: PWGSC-TPSGC:
The TA number appearing on the TA form

Cell: C5
Comment: PWGSC-TPSGC:
The date the task was authorized appearing in the Authorization section of the TA form

Cell: D5
Comment: PWGSC-TPSGC:
The total estimated cost (GST/HST extra) of the authorized task before any revisions appearing on the TA form

Cell: N5
Comment: PWGSC-TPSGC:
The total cost GST/HST extra, incurred by the Contractor in the performance of the work required specified in the authorized task (inclusive of any authorized revisions)

Cell: O5
Comment: PWGSC-TPSGC:
The total incurred cost GST/HST extra, invoiced by the Contractor for the authorized task (inclusive of any authorized revisions)

Cell: P5
Comment: PWGSC-TPSGC:
The total GST/HST amount invoiced by the Contractor for the authorized task (inclusive of any authorized revisions)

Cell: Q5
Comment: PWGSC-TPSGC:
The total amount, GST/HST included, paid by the Client for the authorized task (inclusive of any authorized revisions)

Cell: R5
Comment: PWGSC-TPSGC:
The date the Contractor started performing the work required specified in the authorized task (as last revised, as applicable)

Cell: S5
Comment: PWGSC-TPSGC:
The date the contractor estimates completing or, as applicable, completed, the required work specified in the task (as last revised, as applicable)

Cell: T5
Comment: PWGSC-TPSGC:
The percentage of the work required specified in the authorized task (as last revised, as applicable) completed

Cell: U5
Comment: PWGSC-TPSGC:
An explanation relative to the percentage entered in the "Active Status" column of this spreadsheet (as applicable)

Cell: E8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: H8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: K8
Comment: PWGSC-TPSGC:
The TA revision number appearing on the TA form

Cell: E9
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: F9
Comment: PWGSC-TPSGC:
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form

Cell: G8
Comment: PWGSC-TPSGC:
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Cell: H9
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: I9
Comment: PWGSC-TPSGC:
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form

Cell: J8
Comment: PWGSC-TPSGC:
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Cell: K8
Comment: PWGSC-TPSGC:
The date the revision was authorized appearing in the Authorization section of the TA form

Cell: L8
Comment: PWGSC-TPSGC
The amount of the authorized increase or decrease (GST/HST extra) appearing on the TA form

Cell: M8
Comment: PWGSC-TPSGC
The total estimated cost of the task (GST/HST extra) after authorization of this revision appearing on the TA form

Summary of all Authorized TAs

B	C	D	E	F	G
Canada's Total Liability All TAs	Total Estimated Cost Authorized in all TAs, GST/HST extra	Total Cost Incurred, GST/HST extra - All TAs	Total Cost Invoiced, GST/HST extra - All TAs	Cumulative GST/HST Invoiced- All TAs	Total Amount Paid, GST/HST included - All TAs
\$700,000.00	\$42,000.00	\$16,695.60	\$15,395.60	\$769.78	\$11,540.20

3

4

Cell: B3

Comment: PWGSC-TPSGC:

The sum (GST/HST extra) specified in Contract clause (as last amended, as applicable): "Limitation of Expenditure - Cumulative Total of all Authorized TAs" or, as applicable, " Limitation of Expenditure - Portion of the Work - Cumulative Total of all Authorized TAs"

Cell: C3

Comment: PWGSC-TPSGC:

The total estimated cost, GST/HST extra, of all the TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: D3

Comment: PWGSC-TPSGC:

The total cost, GST/HST extra, incurred by the Contractor in the performance of the work required specified in all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: E3

Comment: PWGSC-TPSGC:

The total incurred cost, GST/HST extra, invoiced by the Contractor for all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: F3

Comment: PWGSC-TPSGC:

The cumulative amount of GST/HST invoiced by the Contractor for all TAs (inclusive of any revisions) authorized and issued under the Contract

Cell: G3

Comment: PWGSC-TPSGC:

The total amount, GST/HST included, paid by the Client for all TAs (inclusive of any revisions) authorized and issued under the Contract



Progress Report
Mobile Repair Parties

Rapport d'activité
Équipes mobiles de réparation

Page _____ of _____ de _____

Firm Name and Address - Nom et adresse de la société		PWGSC File No. - N° de dossier du TPSGC		C/D No. - N° de demande de contrat		Value of MRP work completed since inception of contract Valeur du travail EVR terminé depuis le début du contrat				
		Serial No. - N° de série		Period Période		\$				
				From - De To - Au						
Authority and Date (CF 1068) Autorisation et date (CF 1068)	Location of Work Lieu du travail	Type of Engine Aircraft Equipment Type de moteur aéronef matériel	Serial No. N° de série	Description of Work Description du travail	Number of Men Nombre d'hommes	Man Hours Expended Heures-hommes employés	Cost of Material (Exclusive of contract issue) Coût des matériaux fournis en vertu du contrat \$	Cost of Travel, Living Expenses, etc. Frais de déplacement et de séjour \$	% of completion % terminé	Total Cost of Labour, Material, Travel Overhead and Profit, etc. Coût total : main-d'œuvre, matériaux, déplacements, Frais généraux et bénéfices, etc. \$
A	B	C	D	E	F	G	H	I	J	K

Instructions for completing this form are as follows:

1. Item number - Number in sequence from # 1.
2. PWGSC authority and DND-E277 number.
3. Contractor's shop order no. or work order no.
4. Concise description of work required.
5. Expenditure authorized by PWGSC / DND.
6. Total cost to date up to and including the last day of the period covered.
7. The estimated date of completion.
8. The final cost of the project.
9. Remarks.

Précisions sur la façon de remplir la présente formule :

1. Article n° - numéroté à la suite en commençant par 1.
2. N° d'autorisation du TPSGC et DND-E277.
3. N° d'ordre d'atelier de l'entrepreneur ou n° d'ordre de travaux.
4. Donner une brève description des travaux à exécuter.
5. Autorisation de la dépense par le TPSGC / MDN.
6. Prix de revient jusqu'à et y compris le dernier jour de la période indiquée.
7. Date approximative de l'achèvement des travaux.
8. Prix de revient final des travaux.
9. Remarques.



Claim for Progress Payment Demande de paiement progressif

If necessary, use form PWGSC-TPSGC 1112 to record detail costs

Si nécessaire, utiliser le formulaire PWGSC-TPSGC 1112 pour inscrire les coûts détaillés

Contractor's Name and Address Nom et adresse de l'entrepreneur	Claim No. N° de la demande	Date YYYY-MM-DD / AAAA-MM-JJ	Contract Price - Prix contractuel
	File No. - N° du dossier		Contract Serial No. N° de série du contrat
Contractor's Procurement Business Number (PBN) Numéro d'entreprise-appvisionnement (NEA) de l'entrepreneur		Financial Code(s) - Code(s) financier(s)	
Contractor's Report of Work Progress (if needed, use additional sheets) Compte rendu de l'avancement des travaux par l'entrepreneur (si nécessaire, utiliser des feuilles supplémentaires)			

Period of work covered by the claim Période des travaux visée par la demande ▶	Current Claim Demande courante		Previous Claims Demandes précédentes		Total to Date Total à date (A + B)
	(A)	Tax Rate Taux de taxe	(B)	Tax Rate Taux de taxe	
Description: (Expenditures must be claimed in accordance with the basis and/or method of payment of the contract) Description : (Les dépenses doivent être réclamées conformément à la base de paiement et (ou) à la méthode de paiement du contrat).		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
		%		%	
Contractor's GST No. N° de TPS de l'entrepreneur	Subtotal Sous-total				
Contractor's QST No. No. de TVQ de l'entrepreneur	Applicable taxes Taxes applicables				
Total					
Less holdbacks on expenditures only (Applicable taxes excluded) Moins les retenues sur les dépenses uniquement (Taxes applicables en sus)					
Total Amount of Claim (including applicable taxes) Montant total de la demande (incluant les taxes applicables)					
Percentage of the work completed Pourcentage des travaux achevés	%	Current Claim Demande courante	▶ Amount due Montant dû		

Claim No.
N° de la demande

Contract Serial No.
N° de série du contrat

CERTIFICATE OF CONTRACTOR

I certify that:

- All authorizations required under the contract have been obtained. The claim is consistent with the progress of the work and is in accordance with the contract.
- Indirect costs have been paid for or accrued in the accounts.
- Direct materials and the subcontracted work have been received, accepted and either paid for or accrued in the accounts following receipt of invoice from supplier/subcontractor, and have been or will be used exclusively for the purpose of the contract.
- All direct labour costs have been paid for or accrued in the accounts and all such costs were incurred exclusively for the purpose of the contract;
- All other direct costs have been paid for or accrued in the accounts following receipt of applicable invoice or expense voucher and all such costs were incurred exclusively for the purpose of the contract; and
- No liens, encumbrances, charges or other claims exist against the work except those which may arise by operation of law such as a lien in the nature of an unpaid contractor's lien and in respect of which a progress payment and/or advance payment has been or will be made by Canada.

Contractor's Signature - Signature de l'entrepreneur

Check the box if the claim is being made with respect to advance payment provisions included in the basis of payment of the contract.

☐

This claim, or a portion of this claim, is for an advance payment.

I certify that:

- The funds received will be used solely for the purpose of the contract and attached is a complete description of the purpose to which the advance payment will be applied.
- The amount of the payment is established in accordance with the conditions of the contract.
- The contractor is not in default of its obligations under the contract.
- The payment is related to an identifiable part of the contractual work.

Contractor's Signature - Signature de l'entrepreneur

CERTIFICATES OF DEPARTMENTAL REPRESENTATIVES

Scientific/Project/Inspection Authority: I certify that the work meets the quality standards required under the contract, and its progress is in accordance with the conditions of the contract.

Inspection Authority (all other contracts): I certify that the quality of the work performed is in accordance with the standards required under the contract.

Signature of Scientific / Project / Inspection Authority
Signature de l'autorité scientifique ou responsable du projet / de l'inspection

PWGSC Contracting Authority: I certify that, to the best of my knowledge, the claim is consistent with the progress of the work and is in accordance with the contract. This claim, however, may be subject to further verification and any necessary adjustment before final settlement.

Contracting Authority Signature de l'autorité contractante

Client's Authorized Signing Officer - (must sign the interim claim): I certify that the claim is in accordance with the contract.

Client Signature du client

Client's Authorized Signing Officer - (must sign the final claim): I certify that all goods have been received and all services have been rendered, that the work has been properly performed and that the claim is in accordance with the contract.

Client Signature du client

ATTESTATION DE L'ENTREPRENEUR

J'atteste que :

- Toutes les autorisations exigées en vertu du contrat ont été obtenues. La demande correspond à l'avancement des travaux et est conforme au contrat.
- Les coûts indirects ont été réglés ou portés aux livres.
- Les matières directes et les travaux de sous-traitance ont été reçus, et le tout a été accepté et payé, ou encore porté aux livres après réception de factures envoyées par le fournisseur ou le sous-traitant; ces matières et ces travaux ont été ou seront utilisés exclusivement aux fins du contrat.
- Tous les coûts de la main-d'œuvre directe ont été réglés ou portés aux livres et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Tous les autres coûts indirects ont été réglés ou portés aux livres après réception des factures ou pièces justificatives pertinentes et tous ces coûts ont été engagés exclusivement aux fins du contrat.
- Il n'existe aucun privilège ni demande ou imputation à l'égard de ces travaux sauf ceux qui pourraient survenir par effet de la loi, notamment le privilège d'un entrepreneur non payé à l'égard duquel un paiement progressif et/ou un paiement anticipé a été ou sera effectué par le Canada.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Cocher la case si la demande est faite en rapport avec les dispositions relatives aux paiements anticipés qui se trouvent dans la base de paiement du contrat.

Cette demande, ou une partie de cette demande, est pour un paiement anticipé.

J'atteste que :

- Les fonds reçus ne serviront uniquement qu'aux fins du contrat; ci-joint est une description complète des fins auxquelles le paiement anticipé sera utilisé.
- Le montant du paiement est établi conformément aux conditions du contrat.
- L'entrepreneur n'a pas manqué à ses obligations en vertu du contrat.
- Le paiement porte sur une partie identifiable des travaux précisés dans le contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

ATTESTATIONS DES REPRÉSENTANTS DU MINISTÈRE

Autorité scientifique ou responsable du projet / de l'inspection :

J'atteste que les travaux sont conformes aux normes de qualité exigées en vertu du contrat et que leur avancement est conforme aux conditions du contrat.

Responsable de l'inspection (tous les autres contrats) : J'atteste que la qualité des travaux exécutés est conforme aux normes exigées en vertu du contrat.

Date (YYYY-MM-DD / AAAA-MM-JJ)

Autorité contractante de TPSGC : J'atteste, au meilleur de ma connaissance, que la demande correspond à l'avancement des travaux et est conforme au contrat. Toutefois, cette demande pourrait faire l'objet d'une autre vérification et de tout rajustement nécessaire avant le règlement final.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Signataire autorisé du client - (doit signer la demande provisoire) : J'atteste que la demande est conforme au contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)

Signataire autorisé du client - (doit signer la demande finale) : J'atteste que tous les biens ont été reçus, que tous les services ont été rendus, que tous les travaux ont été exécutés convenablement, et que la demande est conforme au contrat.

Title - Titre

Date (YYYY-MM-DD / AAAA-MM-JJ)