

(REVISED) 2 DID-AJISS-PM-001 Program Management Plan (PMP)

DATA ITEM DESCRIPTION		DND Form 1409
1 Title Program Management Plan (PMP)	2 IDENTIFICATION NUMBER DID-AJISS-PM-001	
3 DESCRIPTION/PURPOSE The PMP describes the Contractor's plan for integrating all management, planning and control activities for the contract. The PMP includes all the processes and structures necessary for the Contractor to manage the overall program and perform all the work described in this PWS for the life of the contract. The purpose of the PMP is to gain visibility into the Contractor's planning, understand and evaluate the Contractor's approach to managing the program, and provide input into Canada's planning.		
4 APPROVAL DATE	5 OPI DMEPM (MWVA 4)	6 GIDEP APPLICABLE N/A
7 APPLICATION/INTERRELATIONSHIP		
8 ORIGINATOR DND / DGMEPM / DMEPM / MWVA	9 APPLICABLE FORMS N/A	
10 PREPARATION INSTRUCTIONS 10.1 Format The plan must be prepared in the Contractor's format using the content guidance contained in this DID. The draft and final plans must be submitted in soft copy format (MS Word, MS Excel or PDF). 10.2 Content The PMP must be a stand-alone document that provides sufficient information to all the reader to understand how the program will be managed. The PMP must be the master planning document, integrating, summarizing and		

referencing other project plans and schedules required in this DID and elsewhere in the Contract.

The PMP need not be developed as one document. It may be divided into volumes, sections and/or sub-plans provided that the head document links all sub-documents together as a cohesive whole.

Within this framework, the Plan must address the following components:

- a. Identify program, LCMM, and service delivery scope, constraints, assumptions, estimation budget control, and schedule;
- b. Identify the Contractor's organizational structure of key roles and responsibilities that are accountable for overall program management execution, service delivery management and delivery of the program;
- c. Provide an overview of the process for tracking and reporting progress;
- d. Provide an overview of the procurement process;
- e. Provide an overview of Subcontractor management;
- f. Identify key deliverables, significant milestones;
- g. Provide an overview of security management;
- h. Confirm Integrated Management System is compliant with ISO 9001, ISO 10005, ISO 14001, and OHSAS 18001;
- i. Provide an overview of Naval Materiel Certification process; and
- j. Provide an overview on the process of how subcontractors will be selected to ensure best value for Canada.