

**J85**  
**PROPULSION GROUP SUSTAINMENT**  
**(PGS)**

**APPENDIX 3**

**INFORMATION MANAGEMENT /**  
**INFORMATION TECHNOLOGY**  
**(IM/IT)**  
**ENVIRONMENT**

### **3 Information Management / Information Technology (IM/IT) Environment**

- 3.1 The J85 IM/IT Environment is comprised of a few IM/IT tools that are maintained by different organizations.

#### **PERFORMA**

- 3.2 PERFORMA is a decision support software tool designed to provide equipment managers and decision-makers with quick and meaningful equipment performance information. Examples of the type of information include: Serial Number Tracking, Failures by Faults, Mods and SIs, Inspection Reports, Mean Time Between Failures and Operational Availability. PERFORMA's output is based on data from the CF 349, CF 543 and CF 335 forms.

#### **Automated Data for Aircraft Maintenance (ADAM)**

- 3.3 The ADAM system is used to automate aircraft maintenance recording and reporting. ADAM assists in maintenance management for 11 of the 14 aircraft fleets in use by the Canadian Forces at over 30 squadrons across Canada, and more than 350 aircraft in total. It is also used for this function on operational deployments and by third-line Contractors.
- 3.4 ADAM is accessed by headquarters personnel for fleet status, modification/special inspection status and engineering support information. ADAM tracks all inspections, components, fuel, mission data and maintains a history of all maintenance activities and component usage.

#### **Defence Resource Management Information System (DRMIS)**

- 3.5 DRMIS is the DND System of Record for Canada-owned materiel holdings.
- 3.6 DRMIS provides a single, integrated information system for the life cycle management of equipment. For the J85 PG systems, it is used for procurement and management of materiel holdings. It is based upon the SAP R/3 Enterprise Resource Planning (ERP) and OMEGA PS systems.
- 3.7 DRMIS is used by:
- a. Equipment program managers.
  - b. Industry suppliers and contractors.
- 3.8 Industry includes those suppliers and contractors with which DND has entered into a contractual agreement, and for which either an Electronic Data Interface (EDI) has been adopted for information exchange between the department and the Contractor, or for which the Contractor will employ DRMIS as a stand-alone system at its external site in support of the contract. The usage is influenced by the extent to which the Contractor provides support. Greater support means increased responsibility for technical data management.

#### **Canadian Government Catalogue of Materiel (CGCM)**

- 3.9 Current codification data (stock numbers, stock codes, reference numbers, equipment registration numbers, item names, technical authority codes, supply manager codes, etc.) is available from the Canadian Government Cataloguing System (CGCS). CGCS draws data from a variety of sources including DRMIS to provide aggregated information for a given stock code including item identification, characteristics and associated reference numbers. When operational conditions prohibit the use of the CGCS or when there is no access to the DWAN, users look to an off-line tool – the Canadian Government Catalogue of Materiel (CGCM). The new CGCM can be copied from the DWAN, burnt to a

DVD or a zip drive and then installed on a computer's hard drive. The CGCM data is refreshed on a weekly basis and is available for downloads on Tuesdays. The CGCM DVD is still being produced for Other Government Departments and Contractors who require the data for successful completion of their contracts. In order to obtain information that is as current as possible, organisations that have access to the DWAN and an operational requirement for an off-line copy of the CGCM, can now produce their own DVD copies.

### **Records, Documents and Information Management System (RDIMS)**

- 3.10 RDIMS is a suite of software products, designed to provide Federal Government Departments with an economical document and records management system. Documents are placed in an electronic repository where DND/CAF employees and members can access them. The system provides quick and efficient storage and retrieval of documents. A profile is attached to every document created. The profile is much like a library catalogue card, containing an Author, Trustee, Document Title, Date and Description field for every document. RDIMS enables you to locate documents quickly by utilizing various search features. Searches to locate documents can be conducted based on the information in the profile, or by searching for text within the document. Users can also navigate through a relational hierarchical folder structure when related documents are grouped. Using RDIMS security settings, individuals can control who can have access and editing rights to their documents. These security settings can be changed at any time.
- 3.11 RDIMS provides electronic management of records throughout their life cycle. Under the control of Information Administrators, RDIMS has incorporated sound records management principles into its suite of products. Official file plans drafted in accordance with the [Defence Subject Classification and Disposition System \(DSCDS\)](#) are used as the basis for managing the retention and disposition of records regardless of their physical form. The management of retention and disposition of records is automated in the RDIMS environment. Measures such as versioning, modification and deletion controls, audit trails, etc., are standard in an RDIMS environment and are critical in ensuring the integrity of electronic records management.