

# **APPENDIX 5**

**W8485-23SL02/A**

**ACRONYMS AND GLOSSARY**

**FOR**

**IN-SERVICE SUPPORT OF**

**LIFE RAFTS & SURVIVAL KITS**

## 1. ACRONYMS

ACRONYMS	Definition
AAF	Annual Activity Forecast
AAS	Accountable Advance Spares
AMSE	Aircraft Maintenance Support Equipment
CA	Contracting Authority
CAF	Canadian Armed Forces
CCoP	Contract Close-out Plan
CDRL	Contract Data Requirement List
CF	Canadian Forces
CFSS	Canadian Forces Supply System
CFTO	Canadian Forces Technical Order
CG	Controlled Goods
CHI	Contractor Held Inventory
CIS	Contract Issue Spares
COB	Close of Business
CRPA	Contractor Repair Parts Account
DAEPM(FT)	Director Aerospace Equipment Program Management (Fighters and Trainers)
DGAEPM	Director General Aerospace Equipment Program
DID	Data Item Description
DND	Department of National Defense
DRMIS	Defence Resource Management Information System
EMT	Equipment Management Team
EPM	Engineering Process Manual
ES	Engineering Study
FY	Fiscal Year
GFOS	Government Furnished Overhaul Spares
IAW	In Accordance With
IM/IT	Information Management/Information Technology
LCMM	Life Cycle Materiel Manager
MRP	Mobile Repair Party
NDHQ	National Defence Headquarters
NDQAR	National Defence Quality Assurance Representative
NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
OPI	Office of Primary Interest
PA	Procurement Authority
PfMS	Performance Management Specification
PN	Part Number
PRM	Progress Review Meeting
PSCN	Permanent System Control Number
PSPC	Public Services and Procurement Canada
PWS	Performance Work Statement
QA	Quality Assurance
R&O	Repair and/or Overhaul

<b>ACRONYMS</b>	<b>Definition</b>
RCAF	Royal Canadian Air Force
RMA	Repairable Materiel Account
RPC	Repair Priority Code
ROCEA	Repair and Overhaul Coordination Email Account
RR	Repairable Reserve
TAT	Turnaround Time
SC	Stock Code
SOW	Statement of Work
TA	Technical Authority
SNAPS	Selection Notice and Priority Summary
TDP	Technical Data Package
TDMP	Technical Data Management Plan
TI	Technical Investigation
TIES	Technical Investigation and Engineering Support
TRM	Technical Review Meeting
WSM	Weapon Systems Manager

## 2. GLOSSARY

Accountable Advance Spares (AAS): non catalogued items that are also not catalogued in the Contractor's commercial inventory, are long-lead time and are specific to DND equipment.

Annual Activity Forecast (AAF): The Annual Activity Forecast (AAF) describes how and when the Contractor plans to deliver the goods and services as described in the PWS while meeting the Contracted Outcomes.

Authority: The person assigned the capacity to formally make and apply decisions.

Calibration: Determination of the correct value of each setting on an instrument by comparison with a standard or known value.

Canadian Forces Technical Order (CFTO): Publications and other informational media which provide technical direction and information on the design, installation, operation, maintenance, inspection, and modification of CF equipment.

Close of Business (COB): The end of the business day; 4 p.m., Eastern Standard Time or Eastern Daylight Time, whichever is in effect at time of delivery.

Consumable: Goods intended to be consumed.

Contract Issue Spares (CIS): CIS are DND-owned and catalogued materiel issued to the Contractor for incorporation into DND equipment including items undergoing repair, overhaul and modification. This includes catalogued serviceable spare parts salvaged by the Contractor(s).

Contract Repair Parts Account: CRPA is used as a system of record for DND Materiel held by R&O contractors. The Materiel received by DND from R&O contractors must be accompanied with appropriate paperwork.

Controlled Goods: Controlled goods are defined under the schedule to the Defence Production Act. The goods listed in the schedule to the Export Control List made under section 3 of the Export and Import Permits Act are controlled goods.

Deliverable: Any measurable, tangible, verifiable outcome, result, or item that must be produced to complete a project or part of a project.

Demilitarization: Irreversible action that renders an item unusable for its intended military or strategic purpose.

Design Change: Act of making, or the outcome from, a change to the approved type design of an aeronautical product. It includes modifications which involves physical changes to the approved configuration of a product type, alterations which may involve changes in design operating limits, changes in functionality of installed systems, and changes in the approved maintenance program including non-standard repairs.

Engineering Reports: Engineering Reports document the results of the Technical Investigations and Engineering Studies that are authorized by the DND 626 Task Authorization Form.

Enterprise: The entire organization and associated arrangements required to sustain a Weapon System. The most 'forward' elements of the Enterprise are the maintenance functions performed on the aircraft and the required personnel and resources.

First Level Maintenance: Maintenance performed by operators or designated maintainers and involves performing limited repairs and addressing minor functionality. First Level Maintenance can include inspections and basic servicing.

First Line: The location where First Level Maintenance is performed, typically a DND facility.

Form/Fit/Function: the identification and description of characteristics of an item. Form: the shape, size, dimension, mass, weight and other physical parameters that uniquely distinguish an item. Fit: the ability of an item to physically interface with, connect to, or become an integral part of another item. Function: the action or actions that an item is designed to perform.

Goods: Any item of merchandise, materiel, or finished goods; any inventorial items or assets of any kind, including fixed assets, supplies, and items in process of production.

Government Furnished Overhaul Spares (GFOS): GFOS are non-catalogued spares that are provided to the Contractor and arise from either:

- a) Accountable Advance Spares held by another contractor; or
- b) As a result of spare parts that are salvaged by the Contractor, on NDHQ and/or NDQAR authority, from DND materiel undergoing repair, overhaul, life extension or modification.

NOTE: Catalogued spare parts that are salvaged by the Contractor will become CIS.

NOTE: The GFOS inventory is a temporary inventory holding type until it is catalogued or disposed of.

Hazardous Materiel: A product, substance or organism that is classified under the Transportation of Dangerous Goods Act, 1992 and that is considered dangerous to the life, health, property, or environment when handled or transported.

Industry Standard: Criteria within a particular field of business and are generally the minimal accepted requirements followed by the members of that industry.

In-Service Support (ISS): In-Service Support refers to all activities, including, but not limited to, engineering services (such as maintenance, repair, test, and upgrade), logistics (such as parts supply, documentation, and training) and related management functions, necessary to maintain a CF platform throughout its service life.

Life Cycle Management: The effective and efficient management of materiel, from the identification of a requirement to the disposal and replacement of the materiel acquired to meet the requirement.

Life Cycle Materiel Management (LCMM): The individual responsible for the execution of the activities that constitute Life Cycle Management.

Maintenance: Maintenance activity includes the conduct of maintenance (performance, verification, recording and reporting of maintenance tasks), control of maintenance, servicing, and elementary work.

Maintenance Support: Maintenance support includes all activities and functions, both scheduled and unscheduled, required to perform first, second and third level maintenance in accordance with the approved maintenance program.

Materiel: All moveable property, except for money, obtained by the government for issue on demand, or for sale to its administrative and operating units or to the public. The term is used to reference collectively such things as parts, components, items, units, equipment, assemblies, accessories, attachments, and processes etc. which are described in technical procurement documents.

Materiel Support: Encompasses all activities and associated functions required to provide and manage all present and future airworthy consumable and repairable parts and associated equipment. Materiel support includes planning, parts procurement, Repair and Overhaul (R&O), inventory management, distribution, and warehousing.

Mobile Repair Party: Refers to technicians performing maintenance away from the contractor's plant.

National Defence Quality Assurance Representative (NDQAR): Is responsible for oversight, monitoring, and Quality Assurance of activities carried out at the 3<sup>rd</sup> line contractor and entering information into the Defence Resource Management Information System (DRMIS) for Contractors that do not have access to DRMIS.

NATO Stock Number (NSN): A unique 13-digit number used to identify a supply item, issued by National Codification Bureaus (NCBs). An NSN is divided into three parts: the first 4 digits are the NATO Supply Classification Group Code (NSCG), the next 2 digits indicate the National Codification Bureau (NCB) assigning the NSN and the final 7 digits do not have inherent significance.

Obsolescence: The state, process, or condition of being or becoming obsolete.

Obsolescence Management: The management of obsolescence over the entire period of the contract.

Original Equipment Manufacturer (OEM): Is the original manufacturer of parts and equipment that may be marketed by another company.

Outcome: The effects, benefits or consequences that occur in the short, intermediate, or long-term due to the Outputs of Contract Activities. (e.g., R&O Program is on schedule) Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".

Output: The final products, or goods and services produced to achieve outcomes. Outputs may be defined as "what we produce or deliver."

Overhaul: The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged, or life expired parts, the incorporation of approved modifications and the rework of components, as required.

Performance: The act of performing; of doing something successfully.

Performance Management Specification (PfMS): Is a document that is used to define the “outcomes” that will be tracked and measured and to assign a degree of importance to each of the “outcomes”.

Performance Work Statement (PWS): The Performance Work Statement (PWS) is a Statement of Work (SOW) that describes the contracted outcomes, objectives and standards that are expected of the Contractor.

Program Management: Program Management is the process of managing the activities required to ensure available resources are efficiently and effectively utilized to achieve the Program’s outcomes/objectives. Process of managing multiple related projects at once. Where project management is often used to describe one project, program management involves multiple projects that are all related and working toward the same goal or result.

Program Management Plan: The Program Management Plan describes the Contractor’s service delivery strategy across all lines of service.

Permanent System Control Number (PSCN): A unique, 13 character alphanumeric number used for materiel identification when there is no requirement for a NATO Stock Number. The PSCN identifies a stock code that is used within Canada only and does not appear in any other alliance country’s cataloguing system.

Quality Assurance: the maintenance of a desired level of quality in a service or product, especially by means of attention to every stage of the process of delivery or production.

Reduction to Spares: The disassembly of an unserviceable item that is beyond repair to retain its serviceable components for future use.

Repair and/or Overhaul: The repair of an item of equipment to return it to serviceable condition; overhaul may be coincident with repair.

- Repair normally involves the correction of specific defects only, whereas overhaul will entail replacement of either worn and damaged parts, or parts for which service life has expired.
- Overhaul is normally affected only after expiry of service life due to hours of use or elapsed time.

Repairable: An item of supply which is designated as capable of being repaired.

Repair and Overhaul Estimate: The R&O Estimate is an overview of the planned Repair and/or Overhaul for each item that the contractor has received approval to proceed with the estimate.

Repairable Materiel Account (RMA): These warehouses record assets undergoing repair, overhaul, modification, re-life or investigation at a military or civilian 3<sup>rd</sup> line maintenance facility.

Risk Management: The continuous, proactive, and systematic process of identifying, assessing, understanding, acting on and communicating about risk.

Scrap: Materiel damaged or found to be defective or deteriorated to the extent that it has no value beyond its basic materiel content.

Second Level Maintenance: Maintenance performed by designated maintainers that involves performing repairs outside of the scope of First Level Maintenance. Second Level Maintenance can also include First Level maintenance.

Second Line: The location where Second Level Maintenance is performed, typically a DND facility.

Statement of Work (SOW): The Statement of Work stipulates the deliverables or services required to define and fulfill the DND 626 task to be accomplished or services to be delivered in clear, concise, and meaningful terms.

Stocktaking: The procedure of counting and reconciling actual holdings against automated or manual records for stocking accounts. The aim is to resolve discrepancies, update computer and manual records regarding the balance of stock on hand, identification, condition, and location of materiel.

Stock Code: A variant of the NATO Stock Number (NSN) that omits the NATO Supply Classification Group (first four digits) and comprises the National Codification Bureau (NCB), followed by the last seven digits of the NSN, a colon and the letters 'NSN' (i.e. XX-XXXXXXX:NSN).

Sub-Contractor: A person or corporation who contracts to perform part or all of another contractor's work.

Technical Data: Recorded information, regardless of format, for the purpose of recording scientific or technical data including software generated documentation. This does not apply to computer software or contractual, personnel, financial and administrative data.

Technical Data Package (TDP): A complete set of approved technical data for engineering, logistics and maintenance support that provides an accurate and detailed technical description of materiel.

Technical Investigation and Engineering Support (TIES): TIES include studies undertaken by an R&O Contractor to analyze failure modes, develop repair schemes, develop improved processes for repair, investigate localized stress or corrosion, address obsolescence issues and to develop improved methods for managing and/or controlling R&O activities.

Third Level Maintenance: Maintenance performed by contracted personnel that involves performing repairs outside of the scope of First and Second Level Maintenance. Third Level Maintenance can also include First and Second Level maintenance.

Third Line: The location where Third Level Maintenance is performed, typically a Contractor facility.