

5 FAM 650 CONFIGURATION MANAGEMENT (CM)

*(CT:IM-126; 02-28-2012)
(Office of Origin: IRM/BMP/GRP/GP)*

5 FAM 651 CONFIGURATION MANAGEMENT PROCESS

(TL:IM-32; 01-23-2002)

- a. The configuration management (CM) process provides the framework for the identification, control, status accounting, roles and responsibilities, and standards and procedures for developing and implementing the change control process.
- b. Project managers must use the CM process as an administrative support function to improve the effectiveness of management and technical activities in the system development process.
- c. CM identifies systems configuration and components (hardware, software, documentation, and data) and develops and implements the change control process as specified in the configuration management plan.
- d. The Information Technology Change Control Board (IT CCB) is a high level change organization that assists various Change Control Boards in coordinating and forwarding IT infrastructure changes into the capitol planning process of the Department of State. Once approved as a project, the IT CCB periodically tracks and reports on the progress and accomplishment of each infrastructure project change to the Technical Review Advisory Group (TRAG) and the Management Review Advisory Group (MRAG).

5 FAM 652 CONFIGURATION MANAGEMENT CONTROLS

(TL:IM-29; 02-04-2000)

The project manager must introduce configuration management (CM) controls into the project as early as possible, but not later than the

acquisition period. Configuration management is a methodical, systematic management control system that identifies physical and functional characteristics, controls, and identifies and reports changes. The objective of CM is to control and document the physical and functional characteristics of the elements of a system to ensure that total system integrity is maintained.

5 FAM 653 LIFE CYCLE MANAGEMENT

(TL:IM-29; 02-04-2000)

Configuration management (CM) must support the development project and the environment in which it will be maintained and operated. The project is conducted in accordance with the life cycle model for planning, managing, developing, and operating IT systems. CM may be performed on specific products at the end of each life cycle phase.

5 FAM 654 IDENTIFICATION

(TL:IM-32; 01-23-2002)

Configuration identification names specific products to be developed during each life cycle phase according to the project plan and quality assurance (QA) plan. The CM identification process is a mechanism for identifying and labeling products (i.e., configuration items) produced during the development process.

5 FAM 655 CONFIGURATION CHANGE CONTROL

(TL:IM-32; 01-23-2002)

Configuration change control is the systematic evaluation, coordination, approval or disapproval, and implementation of all approved changes in the configuration of a configuration item after formal establishment of its identification. Configuration control covers the evaluation of all change requests and change proposals and their subsequent approval and disapproval.

5 FAM 656 STATUS ACCOUNTING

(TL:IM-29; 02-04-2000)

Configuration status accounting (CSA) defines the procedures for obtaining and reporting information on the nontechnical status of proposed changes, pending changes, and baselines. CSA provides information to project managers and users on an ad hoc basis. Such information is derived from the configuration identification and control processes.

5 FAM 657 AUDITS

(TL:IM-29; 02-04-2000)

Configuration audits facilitate project management and technical activities to verify project products. Certain types of configuration audits (i.e., functional configuration audit (FCA), physical configuration audit (PCA) are performed to verify that development was completed satisfactorily, and to verify that each configuration item conforms to the documentation that defines it.

5 FAM 658 CONFIGURATION MANAGEMENT PLAN

(TL:IM-32; 01-23-2002)

The configuration management plan must be developed during the project initiation phase and must be augmented throughout the system life cycle. It identifies the types of configuration items (i.e., hardware, new applications, vendor software, etc.) to be managed, the unique configuration management practices related to each, and the relationship of configuration management (i.e., organizationally, administratively) to other engineering activities (e.g., control gates, QA, etc.). The CM plan must be updated when the project plan and QA plan are updated, usually at the conclusion of a life-cycle phase,

5 FAM 659 UNASSIGNED