

# Software Configuration Management Plan

## 1. Introduction

This document defines the Software Configuration Management (SCM) activities for the Placement Management System. It ensures that all software components, documents, and configuration items are properly identified, controlled, and maintained throughout the project lifecycle.

## 2. Configuration Identification

All configuration items in the Placement Management System, including source code, database scripts, documentation, and configuration files, are uniquely identified to ensure clear tracking and management throughout the project lifecycle. Each item is labeled and organized systematically so that different components of the system can be easily referenced, updated, and maintained without confusion.

Version control is applied to both software artifacts and project documents to record changes over time. This versioning process helps track modifications, maintain consistency across different releases, and enable rollback to previous versions if required. It also ensures collaboration among team members while preserving the integrity and stability of the system.

## 3. Configuration Control

A formal change control process is followed to manage any modifications made to the Placement Management System. All change requests are properly documented and evaluated to understand their impact on system functionality, performance, and security before implementation.

Each proposed change is reviewed and approved by authorized personnel to ensure it aligns with project requirements and objectives. This controlled approach helps maintain system stability, prevents unauthorized alterations, and ensures that only validated and necessary changes are incorporated into the system.

#### **4. Configuration Status Accounting**

Configuration status accounting is used to systematically record and track all changes made to configuration items throughout the development of the Placement Management System. Each modification, update, or revision is logged to ensure that changes are properly documented and traceable.

Regular reports are maintained to provide clear visibility into the current version, change history, and approval status of each configuration item. This process helps project stakeholders monitor progress, verify implemented changes, and ensure that the system remains consistent with approved requirements and configurations.

#### **5. Configuration Audits**

Configuration audits are conducted to verify that all configuration items are correctly implemented, documented, and maintained according to the approved specifications of the Placement Management System. These audits help ensure that source code, configuration files, and documentation are complete, accurate, and up to date.

The audits also ensure consistency between the approved configuration baseline and the actual system implementation. By identifying discrepancies early, configuration audits help prevent errors, maintain system integrity, and confirm that the system complies with defined standards and project requirements.