Document Reference

Momentum Configuration Management Plan

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| --- | --- |
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| Workstream /Project: | Service Delivery |
| Document Reference: | Doc Ref |
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Document Control

Changes History

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Definitions

| Term | Meaning |
| --- | --- |
| Agile Methodology | A software development philosophy, rather than a specific methodology |
| Atlassian | A software vendor that produces the Jira and Confluence applications |
| Capability Maturity Model Integration | An IT Standard and methodology for Software Development that has explicit Configuration Management standards. |
| Change Request (CR) | An authorised process means of capturing change to Configuration Items. |
| Company | A company (one or more) is hosted in a tenant. |
| Confluence | A wiki based knowledge base tool integrated with Jira produced by Atlassian – Allows for live documentation control. |
| Infor | A software vender, supplier of the M3 Solution |
| JFrog | An Artefactory application utilised by Infor for Configuration Control |
| Jira | A configurable issue management tool suited to multiple project applications. Produced by Atlassian |
| Increment | Scrum term, relating to work done as part of a sprint – From increment in relation to version. |
| Momentum | A Travis Perkins Project |
| Prince2 | A Project Standard utilised in the production of this document |
| Product Backlog | In SCRUM the product Backlog consists of tasks or developments that need to be progressed within the project. |
| Service Asset Configuration Management | ITIL Service Asset and Configuration Management aims to maintain information about Configuration Items (CIs) required to deliver an IT service, including their relationships. (3) |
| ServiceNow | Service Management Software |
| Software Configuration Management | is the task of tracking and controlling changes in the software, part of the larger cross-disciplinary field of Configuration Management (6) |
| Tenant | Tenant is the equivalent cloud term for ‘environment’. |
| TortoiseSVN | A popular GUI version control tool that operates on a subversion database |

Acronyms

|  |  |
| --- | --- |
| Acronym | Meaning |
| API | Application Programming Interface |
| AWS | Amazon Web Services |
| BAU | Business as Usual |
| BSS | British Steam Supplies (a Travis Perkins brand) |
| CAB | Change Acceptance Board |
| CCB | Configuration Change Board |
| ChgMan | Change Management |
| CI | Configuration Item |
| CM | Configuration Management |
| CMDB | Configuration Management Database |
| CMMI | Capability Maturity Model Integration |
| CMS | Configuration Management System |
| Cont.Dev | Continuous Development |
| Cont.Int | Continuous Integration |
| Cont.Test | Continuous Test |
| COTS | Commercial off the Shelf |
| CR | Change Request |
| DAG | Design Authority Group |
| DevOp | Development Operations |
| DM | Defect Management |
| DSL | Definitive Service Library |
| EDP | Electronic Data Processing |
| GPO | Group Policy |
| HP ALM | Hewett Packard Application Lifecycle Management tool – typically utilised for the management for defects in testing |
| ISO | International Organisation for Standardisation |
| IT | Information Technology |
| ITIL | Information Technology Infrastructure Library |
| KBPS | Kilobytes per second |
| KPI | Key Performance Indicators |
| OS | Operating System |
| QA | Quality Assurance |
| QM | Quality Management |
| RACI | Responsible, Accountable, Consulted Informed |
| RM | Release Management |
| SACM | Software Asset and Configuration Management |
| SCM | Software Configuration Management |
| SIT | System Integration Test |
| SOA | Service Orientated Architecture |
| SRS | System Requirements Specifications |
| ST | System Test |
| SVN | Subversion |
| TP | Travis Perkins |
| UAT | User Acceptance Test |
| VM | Virtual Machine |

# Purpose and Scope of the Document

## Scope

## Overview

## Maintenance of this Document

## Assumptions

No Assumptions at present.

## Pre-Requisites

# Process Lifecycle

## SDLC Process Lifecycle

## SDLC Process Description

|  |  |  |  |
| --- | --- | --- | --- |
| High Level Step | Description | Document Section | Applies to Servers |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Roles and Responsibilities

## RACI

# Quality Review Gates

## Frequency

## Members

# Configuration Control Board

# Configuration Items

# Configuration Management Policy and Procedures

# Change Control Procedures

# Status Accounting and Reporting

# Configuration Audits

# Configuration Identification Tasks

# Configuration Milestones

# Configuration Baselines

## Functional Baseline

## Allocated Baseline

## Developmental Baseline

## Product Baseline

## Operational Baseline

# Appendix B – Heading