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# Introduction

# Purpose

# Scope

# 

# Key Terms

# References

# SCM Management

# Organization

# *Organizational context (technical and managerial) within which the configuration management activities are implemented.*

# Responsibilities

# *List name or job title of people how perform activities.*

# *For each board, list:*

# *Purpose and objectives*

# *Membership and affiliations*

# *Period of effectivity*

# *Scope of authority*

# *Operational procedures*

# 

# Applicable Policies, Directives, and Procedures

# *External constraints placed on the SCMP.*

# SCM Activities (Ideally you will have subsections 3.1.1, 3.1.2, …)

# Configuration Identification

# *Identify configuration items (events, items, procedures)*

# *Name configuration items (unique identifiers)*

# *Acquiring configuration items (physical procedures)*

# Configuration Control

# *Requesting changes*

# *Evaluating changes*

# *Approving or disapproving changes*

# *Implementing changes*

# Configuration Status Accounting

# *Metrics to be tracked and reported and type of report.*

# *Storage and access control of status data.*

# Configuration Evaluation and Reviews

# *At minimum an audit on a CI prior to its release.*

# *Defines objective, schedule, procedures, participants, approval criteria etc.*

# Interface Control

# *Coordination of changes to CIs with changes to interfacing items outside of the scope of the Plan.*

# Subcontractor/Vendor Control

# *Incorporation of items developed outside the project environment into the project CIs.*

# Release Management and Delivery

# *Description of the formal control of build, release and delivery of software products.*

# SCM Schedules

# Sequence and coordination of SCM activities

# Relationship of key SCM activities to project milestones or events, such as:

# *Establishment of configuration baseline*

# *Implementation of change control procedures*

# *Start and completion dates for a configuration audit*

# Schedule either as absolute dates, relative to SCM or project milestones or as sequence of events.

# Graphical representations can be used here.

# SCM Resources

# Identifies environment, infrastructure, software tools, techniques, equipment, personnel, and training.

# Key factors for infrastructure:

# *Functionality, performance, safety, security, availability, space requirements, equipment, costs, and time constraints.*

# Identify which tools are used in which activity.

# SCM Plan Maintenance

# Who is responsible for monitoring the plan?

# How frequently updates are to be performed?

# How changes to the Plan are to be evaluated and approved?

# How changes to the Plan are to be made and communicated?

# Also includes history of changes made to the plan.