

## Annex B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE

Sheet 1 of 2

Attachment to PFG/PR/ 2082

CONTRACTOR DATA PACK AVAILABILITY				Appendix A
Insert MoD Proposal Reference here please >>>				Issue 1
For information refer to: MOD Guidelines to Industry "Partnering between MOD and its Suppliers"				
BELOW IS A LIST OF GENERIC ITEMS TICK THE RELEVANT COLUMN TO INDICATE IF THE ITEM IS AVAILABLE TO SUPPORT YOUR QUOTATION				
ITEMS	INCLUDED			IF YES - QUOTE REF. and ISSUE
	Available on Disc?	Yes	NO	IF NO - please comment
Preferred, all items below on 3.5" disk(s), except items 9, 14 to 29. (MS Office Word 7.0a for Text Files, Excel 7.0a for Spreadsheets)				
1	Work Breakdown Structure Details			
2	List of Work Packages			
3	Listing of Cost centres used by depart./Divisions/Sites involved			
4	Risk Analysis Documentation (e.g. Risk Register)			
5	Specify Reference and Issue for quotation			
	(a) Build Standard			
	(b) Technical Specification			
	(c) Performance Specification			
	(d) Specification of Requirements			
	(e) Delivery Programme			
	(f) Questionnaire on the Method of Allocation of Costs (QMAC) used as a base			
6	Development Cost Plan			
7	Production Cost Plan			
8	Unit Production Cost Estimates			
9	Parallel manuf. and Productivity Improvements/Efficiency Gains			
10	Payment Plan			
11	Estimating Rationale Statement			
12	List of estimating Allowances and Contingencies used, incl. Learner, escalation and contingency rationale			
13	Applied Estimating Assumptions			
14	Make/Buy Plan			
15	Material Estimates,			
	(a) including rationale for going Competitive			
	(b) rationale for Sub-contractor selection			

Continues on Sheet 2 >

Figure B-1: UK Contractor Data Sheet – Appendix A.

**ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE**



Sheet 2 of 2

Attachment to PFG/PR/ 2082

**Appendix A**

Issue 1

**CONTRACTOR DATA PACK AVAILABILITY**

**Insert MoD Proposal Reference here please >>>**

For information refer to; MOD Guidelines to Industry "Partnering between MOD and its Suppliers"

**BELOW IS A LIST OF GENERIC ITEMS**

**TICK THE RELEVANT COLUMN TO INDICATE IF THE ITEM IS AVAILABLE TO SUPPORT YOUR QUOTATION**

ITEMS			IF YES - QUOTE REF. and ISSUE
	Yes	NO	IF NO - please comment
16 List all Non-competitive Major Sub-contractors, (a) are supply copies of Quotations available			
17 List of all Proprietary Items and Basis of Pricing, linked to WPs.			
18 Labour Estimates			
19 Statement defining any New or innovative manuf. techniques			
20 List assumptions for all Government Funded Equipment (GFE)			
21 List proposed Tooling, including scale and scope			
22 Statement on the Economic Datum Point of Estimate/Quotation, ie. June 2001			
23 Inflation Factors used and Source, e.g. RPI, Indices etc..			
24 Labour and Material Spend Profile			
25 Recorded Costs (a) incurred against this Proposal, if converted to a contract (b) Previous Contracts for Same Equipment (c) Contracts of Similar Nature			
26 Details of the proposed Earned Value Management scheme (if applicable) and outputs from similar projects either completed or in progress.			
27 Direct Labour Rates Used and their Status. This should include the estimating assumptions regarding; (a) labour utilisation (b) future work programme covering the duration of the subject contract (c) department loadings (d) estimated % of MoD/Commercial workload split for the duration of the subject contract			
28 Assumptions regarding incentivisation and or gainshare.			
29 A statement regarding any omissions from the proposal or non-compliance with the RFQ/ITT eg. a. cannot provide a firm price proposal b. can only supply 75 instead of 100, in the delivery period requested.			

**Figure B-1: UK Contractor Data Sheet – Appendix A (Continued).**

CONTRACTOR DATA PACK - SUPPORT CHECKLIST		Appendix B	
<b>Insert MOD Proposal Reference here please &gt;&gt;&gt;</b> <input style="width: 150px; height: 20px;" type="text"/>			
For information refer to; MOD Guidelines to Industry "Partnering between MOD and its Suppliers"			
<b>TICK THE RELEVANT COLUMN TO INDICATE THAT THE FOLLOWING ITEMS OR EQUIVALENT ARE AVAILABLE ON-SITE, ON REQUEST FOR MoD PFG</b>			
ITEMS	AVAILABLE		IF YES - QUOTE REF. and ISSUE
	YES	NO	IF NO - please comment
1	Quotation Specifications and Plans		
	(i) Specification of Requirement linked to Task Booking Structure		
	(ii) Build Standard/Technical Specification		
	(iii) Performance Specification		
	(iv) Quality Plan		
	(v) Make/Buy Plan		
	(vi) Delivery Programme		
2	Process Layout		
3	Process Specifications		
4	Operation Schedules		
5	Statistics to support any applied Learner Allowance		
6	Route Cards		
7	Manufacturing Drawings		
8	Parts Lists		
9	Test Specifications/Schedules		
10	Process Drawings/Specifications		
11	Competitive material and sub-contract quotations/invoices		
12	Statement on Plant, Processes and Techniques to be employed.		
13	Overheads Rates		
	(i) Overheads Budgets/Forecasts		
	(ii) Forward Load in Hours/Manning Levels		
	(iii) Company Strategy and Rationalisation Plans		
	(iv) Pay Deals		
	(v) Productivity Deals		
14	Copy of Business Plan		
15	Cash Flow & Profit and Loss Predictions		
16	Supporting Data for Claimed Profit Rate, including CP:CE Claims		
17	Access to Company Estimating Request Forms (ERFs) from Departmental bid returns.		
18	Access to Company Estimating Database information and/or Computer Models where appropriate.		

**Figure B-2: UK Contractor Data Sheet – Appendix B.**

# ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE



SECURITY CLASSIFICATION				FUNCTIONAL COST-HOUR AND PROGRESS CURVE REPORT				Form Approved OMB No. 0704-0188	
<p>The public reporting burden for this collection of information is estimated to average 45 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions reducing the burden to Department of Defense, Washington Headquarters Service, Directorate for Information Operations and Reports (0704-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. PLEASE DO NOT RETURN YOUR FORM TO THIS ADDRESS</p>									
1a. PROGRAM			1b. APPROVED PLAN NUMBER		2. REPORT AS OF (MM/DD/YY)		3. FY FUNDED		
4a. CONTRACTOR TYPE <input type="checkbox"/> PRIME/ASSOCIATE <input type="checkbox"/> SUBCONTRACTOR <input type="checkbox"/> SUBCONTRACT (Estimate by Reporting Contractor)							5. DOLLARS IN		6. HOURS IN
4 b. NAME/ADDRESS (Include ZIP Code)									
7a. CUSTOMER (Subcontractors Use Only)			7b. SUBCONTRACTOR (Estimated by Reporting Contractor)			8. SUBCONTRACT NO.			
9. NUMBER OF REPORTING SUBCONTRACTORS			10. TYPE ACTION <input type="checkbox"/> CONTRACT NO. _____ LATEST AMENDMENT _____ <input type="checkbox"/> RFP NO. _____ <input type="checkbox"/> PROGRAM ESTIMATE _____						
11. MULTI-YEAR CONTRACT <input type="checkbox"/> YES <input type="checkbox"/> NO			<b>PART I. FUNCTIONAL COST-HOUR REPORT</b>						
12. WBS ELEMENT CODE			14. COST TYPE <input type="checkbox"/> RECURRING <input type="checkbox"/> NONRECURRING <input type="checkbox"/> TOTAL		15. QUANTITY TO DATE [ ] AT COMPLETION [ ]		16. APPROPRIATION <input type="checkbox"/> RDT&E <input type="checkbox"/> PROCUREMENT		
13. REPORTING ELEMENT			REPORTING CONTRACTOR		SUBCONTRACT OR OUTSIDE PRODUCTION AND SERVICES		TOTAL		
DATA ELEMENTS			TO DATE A	AT COMPLETION B	TO DATE C	AT COMPLETION D	TO DATE E	AT COMPLETION F	
<b>ENGINEERING</b>									
1. DIRECT LABOR HOURS									
2. DIRECT LABOR DOLLARS									
3. OVERHEAD									
4. MATERIAL									
5. OTHER DIRECT CHARGES (Specify)									
6. TOTAL ENGINEERING DOLLARS									
<b>TOOLING</b>									
7. DIRECT LABOR HOURS									
8. DIRECT LABOR DOLLARS									
9. OVERHEAD									
10. MATERIAL AND PURCHASED TOOLS									
11. OTHER DIRECT CHARGES (Specify)									
12. TOTAL TOOLING DOLLARS									
<b>QUALITY CONTROL</b>									
13. DIRECT LABOR HOURS									
14. DIRECT LABOR DOLLARS									
15. OVERHEAD									
16. OTHER DIRECT CHARGES (Specify)									
17. TOTAL QUALITY CONTROL DOLLARS									
<b>MANUFACTURING</b>									
18. DIRECT LABOR HOURS									
19. DIRECT LABOR DOLLARS									
20. OVERHEAD									
21. MATERIALS AND PURCHASED PARTS									
22. OTHER DIRECT CHARGES (Specify)									
23. TOTAL MANUFACTURING DOLLARS									
<b>OTHER COSTS</b>									
24. PURCHASED EQUIPMENT									
25. MATERIAL OVERHEAD									
26. OTHER COSTS NOT SHOWN ELSEWHERE (Specify)									
<b>SUMMARY</b>									
27. TOTAL COST (Direct and Overhead)									
28. REMARKS									
<b>POINT OF CONTACT (POC) INFORMATION</b>									
29a. NAME (Last, First, Middle Initial)			29b. DEPARTMENT			29c. TELEPHONE NO. (Include Area Code)			
29d. E-MAIL ADDRESS			29e. FAX NO. (Include Area Code)		29f. SIGNATURE		29g. DATE SIGNED (MM/DD/YY)		

DD FORM 1921-1, (FRONT), OCT 2003

SECURITY CLASSIFICATION

**Figure B-3: USA Functional Cost Hour and Progress Curve Report (DD Form 1921-1 Front).**



## ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE

SECURITY CLASSIFICATION									
FUNCTIONAL COST-HOUR AND PROGRESS CURVE REPORT									
PART II. PROGRESS CURVE REPORT									
1. WBS ELEMENT CODE	3. UNITS/LOTS COMPLETED ( <i>Specify</i> )			<input type="checkbox"/> LOT TOTAL OR <input type="checkbox"/> LOT AVERAGE					
2. REPORTING ELEMENT	<input type="checkbox"/> UNIT TOTAL OR <input type="checkbox"/> UNIT AVERAGE								
				COMPLETED UNITS/LOTS A					
				1	2	3	4	WORK-IN- PROCESS (WIP) B	TO COMPLETE C
DATA ELEMENTS									
1. MODEL AND SERIES									
2. FIRST UNIT OF LOT/WIP UNITS									
3. LAST UNIT OF LOT									
4. CONCURRENT UNITS/LOTS									
CHARACTERISTICS									
5.a									
5.b									
5.c									
PRIME CONTRACTOR									
6. DIRECT QUALITY CONTROL LABOR HOURS									
7. DIRECT MANUFACTURING LABOR HOURS									
8. TOTAL DIRECT LABOR HOURS									
9. DIRECT QUALITY CONTROL LABOR DOLLARS									
10. DIRECT MANUFACTURING LABOR DOLLARS									
11. TOTAL DIRECT LABOR DOLLARS									
12. RAW MATERIALS AND PURCHASED PARTS									
13. PURCHASED EQUIPMENT									
14. TOTAL DIRECT DOLLARS									
SUBCONTRACT/OUTSIDE PRODUCTS AND SERVICES									
15. DIRECT QUALITY CONTROL LABOR HOURS									
16. DIRECT MANUFACTURING LABOR HOURS									
17. TOTAL DIRECT LABOR HOURS									
18. DIRECT QUALITY CONTROL LABOR DOLLARS									
19. DIRECT MANUFACTURING LABOR DOLLARS									
20. TOTAL DIRECT LABOR DOLLARS									
21. RAW MATERIALS AND PURCHASED PARTS									
22. PURCHASED EQUIPMENT									
23. TOTAL DIRECT DOLLARS									
TOTAL PER UNIT/LOT									
24. DIRECT QUALITY CONTROL LABOR HOURS									
25. DIRECT MANUFACTURING LABOR HOURS									
26. TOTAL DIRECT LABOR HOURS									
27. DIRECT QUALITY CONTROL LABOR DOLLARS									
28. DIRECT MANUFACTURING LABOR DOLLARS									
29. TOTAL DIRECT DIRECT LABOR DOLLARS									
30. RAW MATERIALS AND PURCHASED PARTS									
31. PURCHASED EQUIPMENT									
32. TOTAL DIRECT DOLLARS									
33. % SUBCONTRACT OR OUTSIDE PRODUCTION AND SERVICES									
34. REMARKS									
POINT OF CONTACT (POC) INFORMATION									
35a. NAME ( <i>Last, First, Middle Initial</i> )				35b. DEPARTMENT			35c. TELEPHONE NO. ( <i>Include Area Code</i> )		
35d. E-MAIL ADDRESS				35e. FAX NO. ( <i>Include Area Code</i> )		35f. SIGNATURE		35g. DATE SIGNED ( <i>MM/DD/YY</i> )	

DD FORM 1921-1, (BACK), OCT 2003

SECURITY CLASSIFICATION

**Figure B-4: USA Functional Cost Hour and Progress Curve Report (DD Form 1921-1 Back).**

# ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE



Form Approved  
OMB No.  
0704-0188

COST DATA SUMMARY REPORT												
1a. PROGRAM:			2. DOLLARS IN			3. TYPE ACTION			4. APPROPRIATION		5. REPORT AS OF (MM/DD/YY)	
						<input type="checkbox"/> CONTRACT NO: LATEST AMENDMENT: _____			<input type="checkbox"/> RDT&E <input type="checkbox"/> PROCUREMENT			
1b. APPROVED PLAN NUMBER:						<input type="checkbox"/> RFP NO: PROGRAM ESTIMATE			<input type="checkbox"/> MULTI-YEAR CONTRACT <input type="checkbox"/> YES <input type="checkbox"/> NO		7. FY FUNDED:	
8. CONTRACT TYPE		9. CONTRACT PRICE ESTIMATE		10. CONTRACT CEILING		11a. CONTRACTOR TYPE		11b. NAME/ADDRESS		12. NAME OF CUSTOMER: (Subcontractor Use Only)		
						<input type="checkbox"/> PRIME/ASSOCIATE <input type="checkbox"/> SUBCONTRACTOR						
CONTRACT LINE ITEM A	REPORTING ELEMENTS B	WBS ELEMENT CODE C	NUMBER OF UNITS D	TO DATE			NUMBER OF UNITS H	AT COMPLETION				
				COSTS INCURRED				COSTS INCURRED				
				NONRECURRING E	RECURRING F	TOTAL G		NONRECURRING I	RECURRING J	TOTAL K		
13. REMARKS:												
<b>POINT OF CONTACT (POC) INFORMATION</b>												
14a. NAME (Last, First, Middle Initial)				14b. DEPARTMENT				14c. TELEPHONE NO. (Include Area Code)				
14d. E-MAIL ADDRESS				14e. FAX NO. (Include Area Code)				14f. SIGNATURE		14g. DATE SIGNED (MM/DD/YY)		

DD FORM 1921, OCT 2003

Public reporting burden for this collection of information is estimated to average 33 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, D.C. 20503.

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Figure B-5: USA Cost Data Summary Report (DD Form 1921).

SECURITY CLASSIFICATION \_\_\_\_\_

Software Resources Data Report: Initial Government Report - Sample			
Due 180 Days Before Contract Award as part of Cost Analysis Requirements Description (CARD)			
Page 1: Report Context, Project Description and Size			
<b>1. Report Context</b>			
1. System/Element Name (version/release):		2. Report As Of:	
3. Authorizing Vehicle (MOU, contract/amendment, etc.):		4. Reporting Event: <b>CARD</b> Submission # _____ (Supersedes # _____, if applicable)	
Comments on Part 1 responses:			
<b>2. Product and Development Description</b>		<b>Percent of Product Size</b>	<b>Upgrade or New?</b>
1. Primary Application Type:	2. %	4.	
5. Secondary Application Type:	6. %	8.	
9. Third Application Type:	10. %	12.	
13. Fourth Application Type:	14. %	16.	
17. Primary Language (expected or required):	18. %		
19. Secondary Language (expected or required):	20. %		
21. List COTS/GOTS Applications (expected or required):			
22. Peak staff (team size in FTE) expected to work on and charge to this project: _____			
Comments on Part 2 responses:			
<b>3. Product Size Reporting</b>			<b>Provide Estimates at CARD</b>
1. Number of anticipated Software Requirements, not including External Interface Requirements (unless noted in Data Dictionary)			
2. Number of anticipated External Interface Requirements (i.e., not under project control)			
Code Size Measures for items 4 through 6. For each, indicate <u>S</u> for physical SLOC (carriage returns); <u>Snc</u> for noncomment SLOC only; <u>LS</u> for logical statements; or provide abbreviation _____ and explain in associated Data Dictionary.			
4. Expected amount of New Code to be developed and delivered (Size in _____ )			
5. Expected amount of Modified Code to be developed and delivered (Size in _____ )			
6. Expected amount of Unmodified, Reused Code to be developed and delivered (Size in _____ )			
Comments on Part 3 responses:			

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**Figure B-6: USA Software Resources Data Report – Initial Government Report (Page 1).**

**ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE**



SECURITY CLASSIFICATION \_\_\_\_\_

Software Resources Data Report: Initial Government Report - Sample				
Page 2: Project Resources, Schedule and Quality (Expected)				
4. Resource and Schedule Reporting		Provide Estimates at CARD		
Counting from month 1 at contract award, provide Expected Start and End Month for each activity shown. Provide the Expected Total Labor Hours for each activity shown.	Expected Start Month	Expected End Month	Expected Total Hours	
	The following seven items should contain estimates that account for all direct hours required for the software development project (use item 7 for any direct hours not accounted for in items 1 through 6). Explain any contribution of indirect hours in the associated Data Dictionary.			
1. Software Requirements Analysis				
2. Software Architecture and Detailed Design				
3. Software Coding and Unit Testing				
4. Software Integration and System/Software Integration				
5. Software Qualification Testing				
6. Software Developmental Test and Evaluation				
7. All Other Direct Software Engineering Development Effort (Describe: _____ ) Estimate hours only:				
Comments on Part 4 responses:				
5. Product Quality Reporting (optional)				
One of the following items should be completed as a record of the expected reliability of the developed system.				
1a. Required Mean Time to Serious or Critical Defect (MTTD) at Delivery (provide specific definition in associated Data Dictionary): _____ hours				
1b. Alternatively, use analogy to provide some measure that compares the required reliability of this system with the nominal reliability for systems of this type. Use the associated Data Dictionary to provide details about the analogous systems and any definitions of reliability used in this response.				
Comments on Part 5 responses:				
Filename and Revision Date of Applicable <i>Software Resources Data Report Data Dictionary</i> :				
Name of person to be Contacted	Signature	Telephone Number	E-Mail	Date

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**Figure B-7: Software Resources Data Report – Initial Government Report (Page 2).**

1. Report Context				
1. System/Element Name (version/release):		2. Report As Of:		
3. Authorizing Vehicle (MOU, contract/amendment, etc.):		4. Reporting Event: <b>Project/Release Start</b> Submission # _____ (Supersedes # _____, if applicable)		
Description of Planned Development Organization				
5. Name of Development Organization:	6. Certified CMM Level (or equivalent):	8. Lead Evaluator:		
	7. Certification Date:	9. Affiliation:		
10. Precedents (list up to five similar systems by the same organization or team):				
Comments on Part 1 responses:				
2. Product and Development Description		Percent of Product Size	Planned Development Process	Upgrade or New?
1. Primary Application Type:	2. %	3.		4.
5. Secondary Application Type:	6. %	7.		8.
9. Third Application Type:	10. %	11.		12.
13. Fourth Application Type:	14. %	15.		16.
17. Primary Language (planned):	18. %			
19. Secondary Language (planned):	20. %			
21. List COTS/GOTS Applications Planned:				
22. Peak staff (maximum team size in FTE) expected to work on and charge to this project: _____				
23. Percent personnel expected to be: Highly experienced in domain: ___% Nominally experienced: ___% Entry level, no experience: ___%				
Comments on Part 2 responses:				
3. Product Size Reporting				Estimates at time of Contract Award
1. Number of Software Requirements, not including External Interface Requirements (unless noted in associated Data Dictionary) expected to be satisfied by delivered software product				
2. Number of External Interface Requirements (i.e., not under project control) expected to be satisfied by delivered software product				
Code Size Measures for items 4 through 6. For each, indicate <u>S</u> for physical SLOC (carriage returns); <u>Snc</u> for noncomment SLOC only; <u>LS</u> for logical statements; or provide abbreviation _____ and explain in associated Data Dictionary.				
4. Expected amount of New Code to be developed and delivered (Size in _____)				
5. Expected amount of Modified Code to be developed and delivered (Size in _____)				
6. Expected amount of Unmodified, Reused Code to be developed and delivered (Size in _____)				
Comments on Part 3 responses:				

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**Figure B-8: Software Resources Data Report – Initial Developer Report (Page 1).**

**ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE**



SECURITY CLASSIFICATION \_\_\_\_\_

<b>Software Resources Data Report: Initial Developer Report - Sample</b>				
Page 2: Project Resources and Schedule (Expected)				
<b>4. Resource and Schedule Reporting</b>		<b>Provide estimates at Contract Award</b>		
Counting from month 1 at contract award, provide Expected Start and End Month for each activity shown. Provide the Expected Total Labor Hours for each activity shown.		Expected Start Month	Expected End Month	Expected Total Hours
The following seven items should contain estimates that account for all direct hours required for the software development project (use item 7 for any direct hours not accounted for in items 1 through 6). Explain any contribution of indirect hours or uncompensated overtime in the associated Data Dictionary.				
1. Software Requirements Analysis				
2. Software Architecture and Detailed Design				
3. Software Coding and Unit Testing				
4. Software Integration and System/Software Integration				
5. Software Qualification Testing				
6. Software Developmental Test and Evaluation				
7. All Other Direct Software Engineering Development Effort (Describe: _____ ) Estimate hours only:				
Comments on Part 4 responses:				
<b>5. Product Quality Reporting (optional)</b>				
No Quality Reporting required at Contract Start.				
Filename and Revision Date of Applicable <i>Software Resources Data Report Data Dictionary</i> :				
Name of person to be Contacted	Signature	Telephone Number	E-Mail	Date

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**Figure B-9: Software resources Data Report – Initial Developer Report (Page 2).**

SECURITY CLASSIFICATION _____			
<b>Software Resources Data Report: Final Developer Report - Sample</b>			
Due 60 Days After Final Software Delivery and 60 Days After Delivery of Any Release or Build			
Page 1: Report Context, Project Description and Size			
<b>1. Report Context</b>			
1. System/Element Name (version/release):		2. Report As Of:	
3. Authorizing Vehicle (MOU, contract/amendment, etc.):		4. Reporting Event: <b>Contract/Release End</b> Submission # _____ (Supersedes # _____, if applicable)	
<b>Description of Actual Development Organization</b>			
5. Development Organization:	6. Certified CMM Level (or equivalent):	8. Lead Evaluator:	
	7. Certification Date:	9. Affiliation:	
10. Precedents (list up to five similar systems by the same organization or team):			
Comments on Part 1 responses:			
<b>2. Product and Development Description</b>			
	<b>Percent of Product Size</b>	<b>Actual Development Process</b>	<b>Upgrade or New?</b>
1. Primary Application Type:	2. %	3.	4.
5. Secondary Application Type:	6. %	7.	8.
9. Third Application Type:	10. %	11.	12.
13. Fourth Application Type:	14. %	15.	16.
17. Primary Language Used:	18. %		
19. Secondary Language Used:	20. %		
21. List COTS/GOTS Applications Used:			
22. Peak staff (maximum team size in FTE) that worked on and charged to this project: _____			
23. Percent of personnel that was: Highly experienced in domain: ___% Nominally experienced: ___% Entry level, no experience: ___%			
Comments on Part 2 responses:			
<b>3. Product Size Reporting</b>			<b>Provide Actuals at Final Delivery</b>
1. Number of Software Requirements, not including External Interface Requirements (unless noted in associated Data Dictionary)			
2. Number of External Interface Requirements (i.e., not under project control)			
3. Amount of Requirements Volatility encountered during development (1=Very Low .. 5=Very High)			
Code Size Measures for items 4 through 6. For each, indicate <u>S</u> for physical SLOC (carriage returns); <u>Src</u> for noncomment SLOC only; <u>LS</u> for logical statements; or provide abbreviation _____ and explain in associated Data Dictionary.			
4. Amount of New Code developed and delivered (Size in _____)			
5. Amount of Modified Code developed and delivered (Size in _____)			
6. Amount of Unmodified, Reused Code developed and delivered (Size in _____)			
Comments on Part 3 responses:			

**Figure B-10: Software Resources Data Report – Final Developer Report (Page 1).**

**ANNEX B – EXAMPLES OF DATA FORMS FOR CAPTURING THE COSTS AT THE PRODUCTION PHASE**



SECURITY CLASSIFICATION \_\_\_\_\_

Software Resources Data Report: Final Developer Report - Sample			
Page 2: Project Resources, Schedule and Quality			
4. Resource and Schedule Reporting		Provide Actuals at Final Delivery	
Counting from month 1 at contract award, provide Actual Start and End Month for each activity shown. Provide the Actual Total Labor Hours for each activity shown.		Start Month	End Month
The following seven items should account for all direct hours charged to the software development project (use item 7 for any direct hours not accounted for in items 1 through 6). Explain any contribution of indirect hours in the associated Data Dictionary.			
1. Software Requirements Analysis			
2. Software Architecture and Detailed Design			
3. Software Coding and Unit Testing			
4. Software Integration and System/Software Integration			
5. Software Qualification Testing			
6. Software Developmental Test and Evaluation			
7. All Other Direct Software Engineering Development Effort (Describe: _____ ) Report hours only:			
Comments on Part 4 responses:			
5. Product Quality Reporting (optional)			
One of the following items should be completed as a report on the reliability of the developed system.			
2a. Measured or computed Mean Time to Serious or Critical Defect (MTTD) at Delivery. Provide the specific definition of this measure in the associated Data Dictionary.		_____ hours	
2b. Alternatively, use analogy to compare the observed or computed reliability of this system with the nominal reliability for similar systems. Use the associated Data Dictionary to provide details about the analogous systems and any definitions of reliability used in this response.			
Comments on Part 5 responses:			
Filename and Revision Date of Applicable Software Resources Data Report Data Dictionary:			
Name of person to be Contacted	Signature	Telephone Number	E-Mail
			Date

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SECURITY CLASSIFICATION \_\_\_\_\_

**Figure B-11: Software Resources Data Report – Final Developer Report (Page 2).**