



# **Enterprise Configuration Management Implementation (ECMI) Summary of Project-Based CM Reviews Table of Contents**

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**November 6, 2002**



# Project-based Configuration Management (CM) Reviews Approach

***“ECM Team works with CM Leads to build Project CM Capability”***

- 9 Key CM Practices were identified (based on the SEI CMM and Incorporated into the SLC)
- Key CM Practices were grouped into 3 cumulative levels of increasing CM Capability
- Identify projects to review – software development projects in Vision or Definition Phase benefit the most
- Goal is to reach Comprehensive CM Capability in 3-4 CM review/ coaching sessions held with Project CM Lead at approximately 1 month intervals.

<u>CM Capability Level</u>	<u>Key CM Practices</u>
<b>Comprehensive CM Capability</b>	9.) Conduct internal CM audits 8.) Maintain a CM Library 7.) Follow documented change management processes & procedures
<b>Progressing CM Capability</b>	6.) Document CCG processes & procedures 5.) Define & communicate version control standards 4.) Create a CM Plan
<b>Basic CM Capability</b>	3.) Designate a Change Control Group (CCG) 2.) Create a Configuration Item Index (CII) 1.) Designate a CM Lead



Increasing CM Capability



# Summary of Project-based CM Reviews Results

**“As of October 31, ECM has supported 10 Modernization Development Projects”**

## Quantitative Results

10	Projects supported
33	Total CM Reviews conducted (one in October)
6.5	Comprehensive ratings
1.5	Progressing ratings
2	No rating

## Qualitative Results

- CM Mentoring & Support Meeting held for CM Resources at Mod Partner – October 7.

- Enterprise Architecture Integration is on target to reach the Comprehensive rating by end of calendar 2002.

Project Name	Kick-off Meeting	Initial Review/ Coaching Meeting	Follow-up Review/ Coaching Meetings	Current CM Capability Level
E-Audits	Green – 1/14	Green – 2/15	Green - 3/18	Comprehensive
ECB	Green – 1/22 Comprehensive Capability Verified at Initial Meeting	Green – 1/22	Green – 1/22	Comprehensive
FSA Portals	Green – 1/29	Green 4/25	Green – 5/31, 7/16, 8/28	Comprehensive
FP Data-Mart	Green – 2/6	Yellow – Delayed by CM Lead Transition	TBD	No rating
FMS Phase IV	Green – 2/7	Green – 3/20	Green – 5/29	Comprehensive
ITA Release 3	Green – 2/21	Green – 4/24	Green – 5/23, 6/28, 8/27, 9/27	Comprehensive
CRM4FSA	Green – 3/7	Green – 5/15	Yellow– 6/26 Project on hold	Progressing
EAI – Release 3	Green – 3/14	Green – 5/22	Green – 6/26, 7/31, 8/29, 9/20, 10/31	Progressing/Comprehensive
NSLDS	Green – 4/17	Green – 5/29	Green – 7/24	Comprehensive
Rational Support	Green – 3/13	Yellow – Delayed by Production Activity	TBD	No Rating



## CM Reviews Meeting Agendas and Reports – October 2002

Project Name	Document	Embedded File
Enterprise Architecture Integration	Agenda – 10/31	 Microsoft Word Document
Enterprise Architecture Integration	Report – 10/31	 Microsoft Word Document



# CM Mentoring and Support Meeting Documentation – October 7

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**In October, the ECM Team organized and conducted a CM Mentoring and Support meeting for CM Resources at Mod Partner. Two documents are included:**

**1) CM Mentoring & Support Meeting Agenda - (embedded file)**



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**2) CM Mentoring & Support Meeting Communications (embedded file):**

- **Invitation**
- **Follow-up communication**



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