

Enterprise Configuration Management Implementation (ECMI)  
Attachment I - Phase I Measurement Report

**Report Number 5**

**01 15 02**

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**Report Coverage:**

Phase I Period 1 (for the period 01/01/02- 01/15/02)

**Executive Summary:**

No major changes in the Enterprise-wide level effort.

At the Project level during this period a Project CM Peer Review process was developed. The first CM Peer Review orientation meeting was held January 14 with Electronic Audited Financial Statements.

At the Project level, a CM Peer Review Process Guide, complete with templates and job aids was developed.

**Goals of Phase and Period Covered:**

Expand participation in ECM activities within SFA  
Formalize ECM handling of SFA enterprise wide issues  
Prepare for, schedule and hold initial meetings with Modernization Projects

**Activities During the Period Covered:**

There is no quantitative measurement change for this period. The major qualitative achievement was two meetings of the ASG to discuss the encryption issue in preparation for a recommendation to the AWG. The next AWG meeting is currently scheduled for February 7 with the encryption issue being the major agenda item.

The Project CM effort worked to develop the following documents, templates and job aids:

- CM Peer Review Process Guide
- CM Orientation Presentation tailored to the projects
- SLC CM questionnaire, designed to determine the status of project CM activities and to prepare the projects for the IV&V review.
- CM Peer Review Meeting Agenda and Meeting Report Templates
- Communications to Project Managers re: ECMI effort

Two groups of Modernization projects were identified: one group (priority #1) that writes and manages software code and a second non code-writing group (priority #2). A schedule of Project CM Peer Review sessions with code-writing projects in the early phases of the SLC was prepared.

At the project level ECMI rates itself at Level 1 based on one project visited (EASF).