

Enterprise Configuration Management Implementation (ECMI)  
High Level Asset Library Design (v2 01 17 02)

**Purpose:**

The purpose of this document is to provide the logical nomenclature (high level design) for Requirement 2 of the statement of objectives:

Define, implement, and maintain an asset library of modernization project artifacts

**Overview:**

The statement of objectives limits the scope of the asset library to modernization project artifacts in support of NARA and (in oral discussion extend to SLC products).

**Physical Storage:**

At this time, no arrangements have been made for SFA physical storage. Mod Partner will temporarily store products on either eProject or its "x drive" spaces. The SFA intranet is the medium typically used today by SFA for stored documents and should be considered as a first approach. In subcontractor situations, some products may be stored elsewhere.

**Considerations:**

- Mod Partner projects may have multiple task orders associated with the same software system. Mod Partner projects will tend to have a short life (but multiple years in many cases). GRS24 requirements are different from SLC requirements and will tend to have a long life (visualization of a system to one year after cessation).
- Stored documentation will be linked by title but not linked by physical location. For example, production compiled code, production source code, and backups would be stored separately from the change request and decision history documentation
- Projects involving code and projects not involving code have different document storage requirements. Each project is likely to have some variation in the types of documents that pertain to that project.

**Nomenclature:**

Generic name of system

Task order associated with system development

Version # or Name

SLC Phase

FY

SLC/GRS Type (See Attachments)

Attachment A: SLC Suggested File Types

Attachment B: GRS24 Suggested File Types

Enterprise Configuration Management Implementation (ECMI)  
High Level Asset Library Design (v2 01 17 02)

**Attachment A – SLC Suggested File Types**

**Admin:**

- Work Plan
- Project Plan
- Business Case
- Configuration Management Plan
- Bi-Weekly Status Reports
- Metrics Workbook
- Status Meeting Minutes
- SQA Schedule
- SQA Reports
- CM Audit Schedule
- CM Audit Reports
- Change Requests
- Change Log
- Templates
- Deliverable Tracking
- Risk Matrix
- Issues Log
- Contact List
- CMMI Compliance

**Design:**

- Requirements
- Design CCB Meeting Minutes
- Requirements Traceability Matrix
- Process Flows
- Use Cases
- Design Deliverables

**Development:**

- Technical Specifications
- Environment Specifications
- Clear Case Specifications
- Deliverable Code
- Code Tracking

**Testing:**

- TBD

Enterprise Configuration Management Implementation (ECMI)  
High Level Asset Library Design (v2 01 17 02)

**Attachment B – GRS24 Suggested File Types**

Financial Request/Approval Documentation  
Security Evaluation Documentation  
Change Request/Evaluation/Impact Analysis/Decision Documentation  
Electronic File Documentation