

Enterprise Configuration Management Implementation (ECMI)

DRAFT

Project-level Phase II CM Review
Measurement Set (v0.10)

May 6, 2002





CM Review measures for three categories of CM Key Practices which provide increasing capabilities for risk mitigation and cost avoidance.

DRAFT

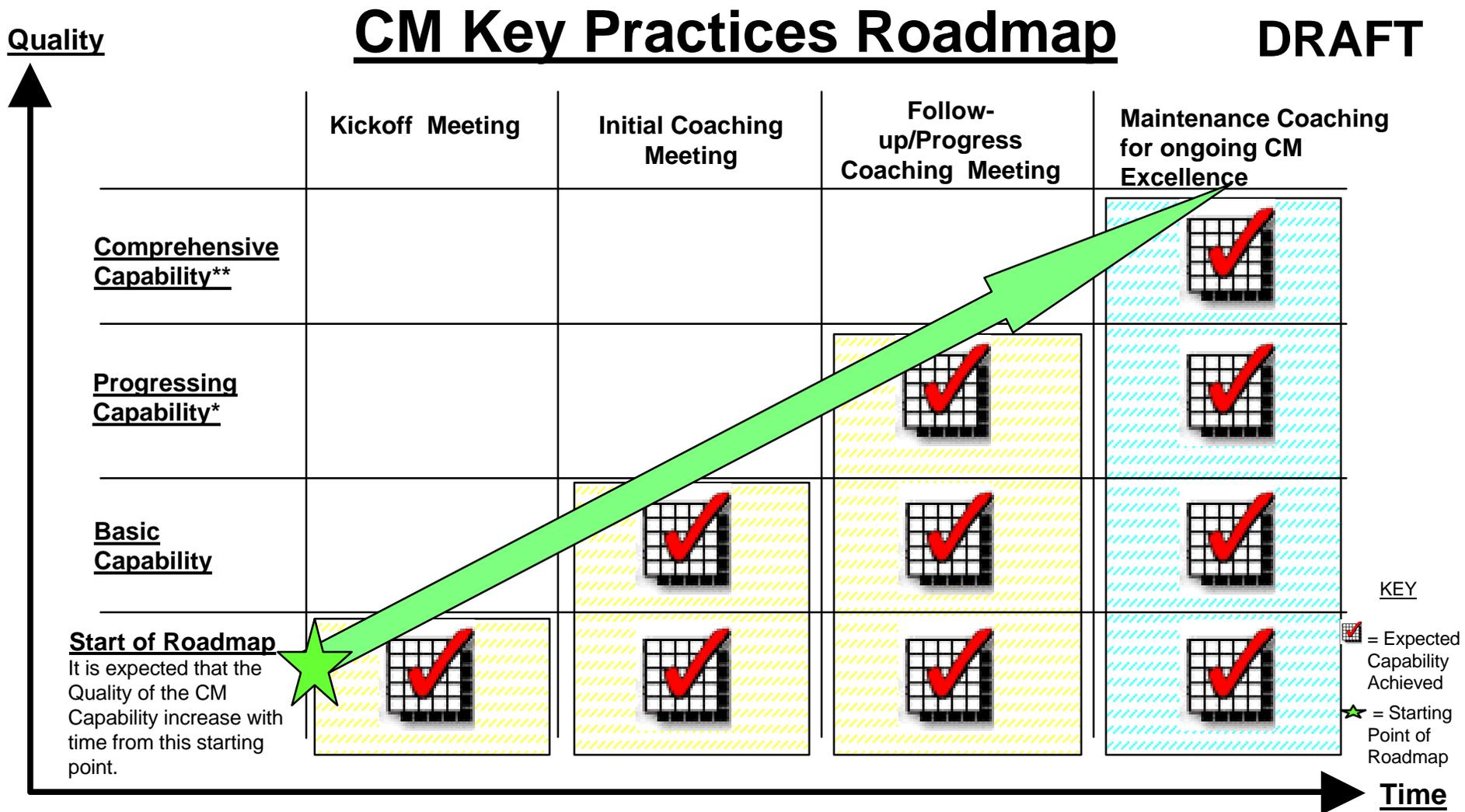
	<u>Project Level</u> (9 Key CM Key Practices)
Comprehensive CM Capability**	9.) Conduct internal CM audits 8.) Maintain a CM Library 7.) Follow documented change control processes & procedures
Progressing CM Capability*	6.) Document CCG processes & procedures 5.) Define & communicate version control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

** Includes components of Progressing Capability and Basic Capability

• Includes components of Basic Capability



The CM Review Key Practices Roadmap indicates which category of CM Capability (Quality) should be achieved at pre-determined measurement points (Time) which are the Kickoff Meeting, Initial Coaching Meeting, Follow-up/progress Meeting and Maintenance Meeting(s).





CM Reviewers measure the progress of Teams' efforts to adopt, implement and maintain CM Key practices.

DRAFT

Measurement Tracking Matrix

Example:

	Kickoff Meeting	Initial Coaching Meeting	Follow-up/Progress Coaching Meeting	Maintenance Coaching for ongoing CM Excellence
Organization A	Green – Date	Green – Date	Green – Date	Green – Date
Organization B	Green – Date	Green – Date	Yellow – Date	Green – Date
Organization C	Green – Date	Yellow – Date	Green – Date	Green – Date

Note: This Matrix tracks Teams' progress over time.



CM Review assigns Ratings of Green, Yellow or Red based on compliance with the Key Practices set forth in the CM Key Practices Roadmap at the time of pre-determined measurement intervals.

	Kickoff Meeting	Initial Coaching Meeting	Follow-up/Progress Coaching Meeting	Maintenance Coaching for ongoing CM Excellence
Organization A	Green – Date	Green – Date	Green – Date	Etc.

DRAFT

CM Key Practice Plotting Map

Green

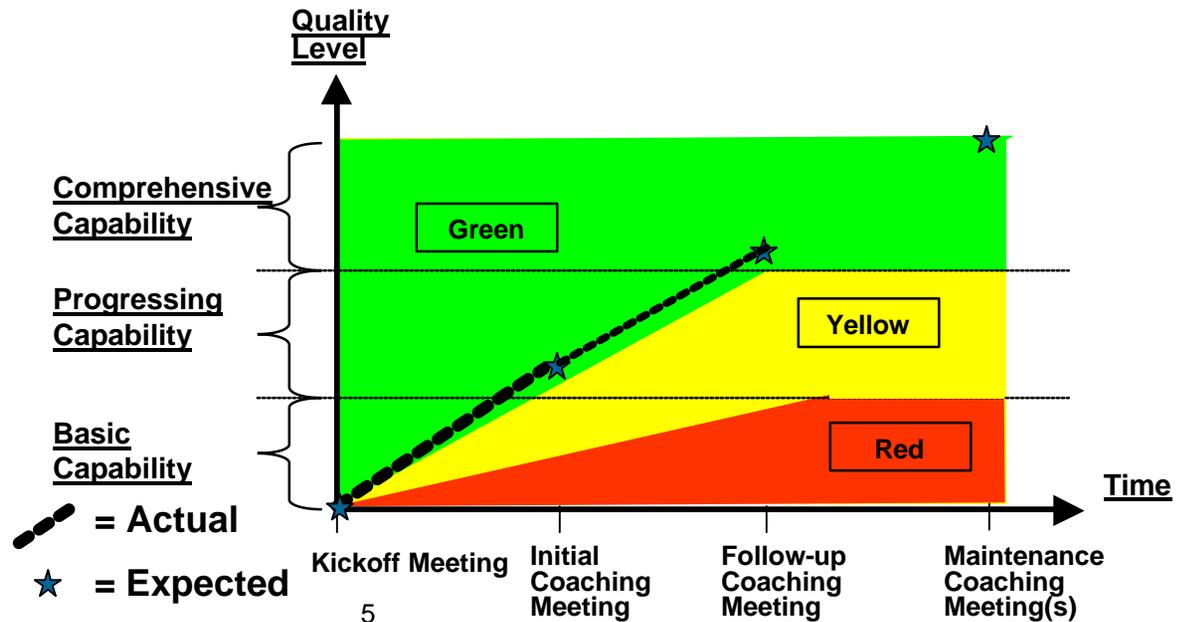
A Green Rating indicates that an organization is compliant with progress goals.

Yellow

A Yellow Rating indicates that an organization has not achieved progress goals but has in place an action plan to do so.

Red

A Red Rating indicates that an organization has not achieved progress goals and has no action plan to do so.





The CM Review Key Practices Roadmap can be tailored to be relevant to different needs of Projects.

DRAFT

The Roadmap can be tailored on a case-by-case basis, in the following ways:

- Eliminating required compliance with non-applicable CM key practices in merited situations
- Adding additional key practices for which the group would like to held accountable
- Altering the pre-determined measurement points at which the group will be held accountable for compliance