

Engineering Change Request Form

Change Request No.: 1300-00360	Date: 4/12/2013	WBS:
Control Account Name: None	Configuration Manager: Chapman, Ed	Control Account Manager:
SECTION TO BE COMPLETED BY PERSON REQUESTING CHANGE:		
Requestor: Ed Chapman	Telephone Number: (202) 787-1662	
Request Name (Include document number and revision level): SEMP update for Technical Reviews and Waivers (1100-00000)		
Description of Change (Include all related systems): Minor update to sections 4.3.2 for Technical Reviews for accuracy and consistency with other documentation. Minor updates to section Waiver section (4.4.3) for consistency of process and readability.		
Reason for Change: Improves accuracy and reflects practice		
Benefit to OOI: The SEMP is a fundamental guide for program execution. All engineering efforts are directed by and performed according to the SEMP. A correct and current SEMP is essential for program success.		
<i>Requestor Assessment of Impact to Control Account:</i>		
Scope: No change. The changes reflect current practice.		
Schedule: no change		
Cost: no change.		
SECTION TO BE COMPLETED BY IO/SL CCB CHAIRPERSON:		
<i>Assessment of Impact to IO Project:</i>		
Master Schedule: No change		
Project Cost: No change		
Deliverables: No change		
Potential Impact to Science and Design / As-built Capability: No change		
Percent Impact on WBS elements(s) selected: 0%		
Percent Impact on OOI: 0%		
Contingency \$0		
Contingency Schedule (weeks): 0		
Signature of System CCB Chairperson: Ed Chapman (echapman@oceanleadership.org)	Date: 4/23/2013 2:00:00 PM	Board Determination: Approved with Liens
Signature of NSF CCB Chairperson: Jean McGovern (jmcgover@nsf.gov)	Date: 5/7/2013 1:00:00 PM	Board Determination: Approved
CERTIFICATION OF TECHNICAL DATA PACKAGE AND CONTROL SYSTEM UPDATE		
Signature of Configuration Manager: Ed Chapman (echapman@oceanleadership.org)	Date: 5/8/2013 2:30:15 PM	Systems and Documentation Updated: Confirmed Complete
Attach supporting technical documentation and or additional comments as needed.		

Change Request No.: 1300-00360

Request Name: SEMP update for Technical Reviews and Waivers (1100-00000)

ECR Comments

#	Reviewer	Date Added	General Comment	Requestor Response	CCB Decision	Lien
1	Kathy Carr	4/19/2013	Add EPE to exception list for PDR/CDR reviews	Accept	Accept	Yes
2	Kathy Carr	4/19/2013	Test Readiness Reviews apply to all IOs, including CI and EPE.	Accept	Accept	Yes
3	Kathy Carr	4/19/2013	Section 4.3.2.9 title and text should include EPE (TDI table shows PRR for EPE releases 3 and 4).	Accept	Accept	Yes
4	Kathy Carr	4/19/2013	Section 4.4.3.1, paragraph 4: same language is in OOI Commissioning Plan section 4.3.1.1; as an administrative action associated with this ECR, change the language in the Commissioning Plan to match the updated language in the SEMP.	Accept		
5	Sheri White	4/22/2013	No comments on the SEMP update. The Procedure for Obtaining Waivers cited by the SEMP needs to be updated regarding initial and final Boards for waiver ECRs to reflect current practice.	Accept		
6	Kathy Carr	4/22/2013	Remove language regarding deviations. I don't think we are using the concept of Deviations on OOI at this time. For example, the text says " A deviation is a specific written authorization to move away from a particular requirement for a specific number of items or a specified period of time." We are currently handling these types of changes as waivers, not deviations (e.g., waivers for functional requirements for an instrument, waivers for deployment delays)	Accept	Accept	Yes
7	Michael Zernick	4/23/2013	No comment.			
8	Phil Ardunay	4/23/2013	The edits appear to be reasonable and ensure the plan remains current. I do have a question with respect to the statement under Section 4.4.3.1 Deviations and Waivers... It states "A waiver states that a requirement does not need to be satisfied in order to (pass a test of) deploy and operate the related product." My question is, what level requirement are we talking about...is it an L4 requirement? Or is it L1/2/3?			

Change Request No.: 1300-00360

Request Name: SEMP update for Technical Reviews and Waivers
(1100-00000)

ECR Vote (Highest Level Board: NSF)

Title	Member Name	Delegate Name	Vote	Comment
Associate Program Director	Susan Banahan		(Did Not Vote)	
Chief Systems Engineer	Ed Chapman		(Did Not Vote)	
OOI Program Director/PI	Tim Cowles		(Did Not Vote)	
Senior Project Manager, Advisor	Anthony Ferlaino		(Did Not Vote)	
NSF Program Director	Jean McGovern		Approve	
COTR - Associate Project Manager CI	Bill Pritchett		(Did Not Vote)	

Change Request No.: 1300-00360	Request Name: SEMP update for Technical Reviews and Waivers (1100-00000)		
ECR Liens/Action Items			
Lien	Due Date	Complete	Completion Date
Add EPE to exception list for PDR/CDR reviews	5/2/2013	Yes	4/25/2013
Remove language regarding deviations. I don't think we are using the concept of Deviations on OOI at this time. For example, the text says " A deviation is a specific written authorization to move away from a particular requirement for a specific number of items or a specified period of time." We are currently handling these types of changes as waivers, not deviations (e.g., waivers for functional requirements for an instrument, waivers for deployment delays)	5/2/2013	Yes	4/25/2013
Section 4.3.2.9 title and text should include EPE (TDI table shows PRR for EPE releases 3 and 4).	5/2/2013	Yes	4/25/2013
Test Readiness Reviews apply to all IOs, including CI and EPE.	5/2/2013	Yes	4/25/2013

Action Item	Due Date	Complete	Cancel	Completion Date
Update Procedure for Obtaining Waivers per comment #5. (E. Chapman)	5/7/2013	Yes	No	4/25/2013
Update Commissioning Plan per comment #4. (E. Chapman)	5/7/2013	Yes	No	4/25/2013

Change Request No.: 1300-00360

Request Name: SEMP update for Technical Reviews and Waivers
(1100-00000)

ECR Meeting Results and Notes

Board Level	Meeting Date	Meeting Name	Meeting Result	Meeting Notes
System	4/23/2013	2013-04-23 System Level CCB	Approved with Liens	
NSF	5/7/2013	2013-05-07 NSF CCB Session	Approved	