



Quality Procedures Manual

Configuration Management

1. POLICY.

It is the policy of Future Design & Engineering to identify and control the configuration of all hardware, software, and documentation products during all phases of development and delivery. This procedure outlines the general process for implementing this policy. Separate Work Instructions will detail the processes unique to hardware, software, and documentation configuration management.

2. RESPONSIBILITY.

The Configuration Manager is responsible for implementing and maintaining configuration management systems to assure that correct, complete, and approved engineering drawings, software baselines, and documents are provided to the customer.

The Operations Manager is responsible for generation of work orders, providing appropriate documentation with work orders and kits, and overall administration of this procedure.

The Quality Assurance Manager is responsible for inspection, audit, and oversight of the configuration management process.

Software Engineers, Hardware Engineers, Systems Engineers, Technical Writers, Drafters, and any others responsible for producing products and services shall utilize configuration management procedures to ensure cost effective, consistent, and quality results.

3. DEFINITIONS.

Work Order Package. Documentation package comprised of parts lists, engineering drawings, and/or detailed step by step procedures for completing a prototype or production task.

Kit. A collection of components, parts, assemblies, and documentation needed to complete a specific prototype or production task.

4. IMPLEMENTATION.

- A. Purchases for prototype and production material will be made using only approved engineering drawings and parts lists in compliance with approved purchasing procedures.
- B. All hardware, software, and documentation products will be established through an approval process that includes establishment of a baseline for each product. Management of a product baseline will ensure stable, certifiable, repeatable, quality products.
- C. Approved engineering drawings, parts lists, documentation products, and software source code will be under control of an approved electronic configuration management system. This system will prevent unauthorized changes to the drawings, lists, documentation, and code that are placed under configuration management.
- D. Work Order Packages and Kits will be organized using only current versions of documentation and material as verified by the QA Manager.



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5. REFERENCES.

NAS North Island S-3B Specific Software Configuration Management Work Instruction, [WI-002](#)
NAS North Island S-3B Specific Hardware Configuration Management Work Instruction,
NAS North Island S-3B Specific Documentation Configuration Management Work Instruction, [WI-003](#)
NAS North Island SH-60B/F Specific Software Configuration Management Work Instruction,
NAS North Island SH-60B/F Specific Hardware Configuration Management Work Instruction,
NAS North Island SH-60B/F Specific Documentation Configuration Management Work Instruction,
NAS North Island SH-60S Specific Software Configuration Management Work Instruction,
NAS North Island SH-60S Specific Hardware Configuration Management Work Instruction,
NAS North Island SH-60S Specific Documentation Configuration Management Work Instruction,
MC-130H Avionics Subsystem Trainer Software Configuration Management Work Instruction,
MC-130H Avionics Subsystem Trainer Hardware Configuration Management Work Instruction,
MC-130H Avionics Subsystem Trainer Documentation Configuration Management Work Instruction,