



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

# Memorandum

Subject: **ACTION:** Test NAS Change Proposal (NCP)  
Evaluations

Date: MAR 21 2006

From: NAS CCB Co-Chairs

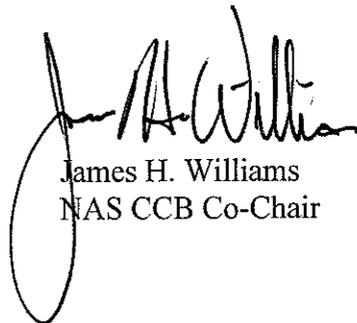
Reply to  
Attn. of:

To: All NAS Configuration Control Boards

This memorandum provides direction to all CCBs responsible for configuration management (CM) of prototype, test, and operational systems within the NAS (including non-NAS equipment interfaces to operational NAS equipment). Federal Aviation Administration (FAA) CM Policy Order 1800.66 requires documentation for test NCPs: a requirements document or statement, test plan and procedures including exit criteria. Attached are interim "Guidelines for Test NCP Evaluation." These interim guidelines should be followed and enforced by all CCBs until superseded by updates to FAA CM Policy Order 1800.66.



Richard Thoma  
NAS CCB Co-Chair



James H. Williams  
NAS CCB Co-Chair

Attachment

## **Attachment - Guidelines for Test NCP Evaluation**

All test NCP's submitted for CCB approval must include a "Test Plan". The Test Plan should provide the following information:

1. Description of the system or system modifications to be tested.
2. Description of the connections (i.e. interfacing systems) including a diagram.
3. Requirements document or statement
4. Description of the test objectives and the data to be collected
5. Description of the evaluation plan
6. Description of the installation plan
7. Test procedures
8. Exit Criteria
9. Description of the removal plan
10. Cost associated with:
  - a. Developing the Test Plan
  - b. Labor Costs
  - c. Procedure development
  - d. Test data collection
  - e. Test equipment
  - f. Related equipment
  - g. Installation
  - h. Maintaining and supporting the test set up for the testing period
  - i. Removing the test equipment and restoring the test site after test completion
11. Schedule for installation, monitoring period, and removal of the test equipment