

Organization/Project
XXX-###
PA Gap Analysis (CM used as the example)

- 1) The following comments constitute a gap analysis of the Organization/Project PA process to the FAA-iCMM (Process Area XX and the associated level 2/3 Generic Practices).
- 2) The comments and suggestions reflect a review of all the documents we have received and is based on the provided documentation matrix. We have used our knowledge and experience in interpreting the policy and guidance information and evaluated them to the expectations for the FAA-iCMM CM base practices (BPs) and generic practices (GPs). The following comments are submitted for your consideration. They contain both mapping information (to the FAA-iCMM) and questions about specific BPs and GPs.
- 3) The following comments are listed in relation to the associated BPs and GPs.
 - a) Assumptions:
 - b) General Comments:
 - i)
- 4) Comments related to the Configuration Management Base Practices:
 - a) BP 16.01 - Establish Configuration Management Methodology - The following comments are provided based on each reference in the traceability matrix.
 - i)
 - b) BP 16.02 – Identify Configuration Units/Items - The following comments are provided based on each reference in the traceability matrix.
 - i)
 - c) BP 16.03 - Establish and Maintain a Repository for Work Product Baselines - The following comments are provided based on each reference in the traceability matrix.
 - i)
 - d) BP 16.04 – Control and Track Changes - The following comments are provided based on each reference in the traceability matrix.
 - i)
 - e) BP 16.05 – Communicate Configuration Status - The following comments are provided based on each reference in the traceability matrix.
 - i)

f) BP 16.06 – Conduct Configuration Audits - The following comments are provided based on each reference in the traceability matrix.

i)

5) Comments related to the Generic Practices:

a) GP 2.1 – Establish Policy -

b) GP 2.2 – Allocate adequate resources -

c) GP 2.3 – Assign responsibility -

d) GP 2.4 – Ensure training -

e) GP 2.5 – Document the process -

f) GP 2.6 – Plan the process -

g) GP 2.7 – Use a repeatable process - This can not be measured in a document. It is left to compliance checking or appraisal to ensure the implementation and institutionalization of the documented processes and plans.

h) GP 2.8 – Manage configuration -

i) GP 2.9 – Assess process compliance -

j) GP 2.10 – Verify work products -

k) GP 2.11 – Measure process -

l) GP 2.12 – Review status -

m) GP 2.13 – Take corrective actions -

n) GP 2.14 – Coordinate within the project -