

RSA-MIL-HDBK-36

TECHNICAL REVIEWS AND AUDITS: GUIDELINE FOR THE USED OF MIL-STD-1521

1. SCOPE

In general, reviews and audits are performed to establish and evaluate the progress made in a particular phase of a project, more specifically, reviews are performed to establish baselines and audits are performed to measure conformance to baselines. Where reviews are mentioned in this document, audits are also included.

Areas to be reviewed are:

- Performance
- Effectivity
- Availability
- Cost
- Supportability
- Interfaces

After reviews have taken place, the documents that form part of a baseline are distributed for further action

Review meetings are performed to establish the baseline according to which the next programme phase will be managed. The purposes of review meetings are to:

- ensure a higher probability that design requirements are met;
- ensure formal control or audit of the recommended design regarding fulfilling of requirements;
- establish communications among the organisations and people working on a project;
- provide an opportunity to ensure that all interfaces have been defined and are being created;
- check that plans of action exist and are being used;
- monitor progress against existing plans;
- smooth out the clashes in interpretation of requirements, plans, objectives, controls, constraints, resources and management activities;
- ensure that appropriate skills and resources are assigned to tasks;
- ensure conformance with the Statement of Work (SOW);
- provide a formal record of design decisions that have been made for future reference;
- ensure that the necessary documentation exists according to which the programme can be managed.

2. PURPOSE

The purpose of this handbook is to provide a guideline for the application of MIL-STD-1521B.

Therefore the following topics will be covered:

- a brief description of the typical system development life cycle where the word "system" refers to any level as defined in the systems hierarchy as well as software systems;
- abbreviated definitions of the different reviews described in MIL-STD-1521B (for the proper definitions refer to section 3 in MIL-STD-1521B). Abbreviated definitions are provided to describe all relevant aspects in one document;
- the relationship between the different baselines required during the System Development Life Cycle (SDLC);

- guidelines for tailoring MIL-STD-1521B according to project requirements;
- a schedule for when reviews have to be performed;
- a description of factors that should be considered for hardware in deciding which level reviews should be performed;
- a description of factors that should be considered for software in deciding to which level reviews should be performed;
- brief notes on how review meetings should be organised and conducted,