

**NEXRAD Product Improvement
Open Radar Data Acquisition (ORDA)
Assembly Plan
OSTPLN-ORDA-010**



August 2002

NWS Office of Science and Technology

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1 Introduction

The purpose of this Assembly Plan is to establish how deployment kit items will be acquired, inspected, and tested.

1.1 Assembly Plan Contents

The Assembly Plan covers three phases: (1.) the Prototype Phase, (2.) the Production Phase, and (3.) the Deployment phase. The section titled “Assembly Milestones” will list key events for production activities during these phases.

The assembly process is described in the section titled “Assembly Process.” Figure 3-1 and Figure 3-2 illustrates the assembly process flow. Subsequent sections provided detailed descriptions of the assembly process.

Inventory data management is described in the section titled “Inventory Data Management.” Figure 4-1 illustrates the data flow diagram and databases for inventory data. Detailed descriptions of inventory data management process are explained in the subsequent paragraphs of the section.

Appendix A demonstrates a preliminary work order sheet which will enable Logistics to authorize, control, and to trace item (e.g., deployment kits, spares, etc.) movements between locations.

Appendix B demonstrates a preliminary configuration control sheet with details of this sheet to follow. Configuration management, Systems Engineering, and Logistics will ensure deployment kits contain the correct configuration items (CIs) and computer software configuration items (CSCIs).

1.2 Terminology

FMECA – Failure Modes, Effects, & Criticality Analysis

RSIS is the Contractor.

SI is the sub-contractor.

SIGMET is the primary vendor.

Other vendors typically provide RSIS with items and SIGMET with material, but they may also provide services such as transportation, storage, and manpower.

Items are finished goods that satisfy configuration item or computer software configuration item specifications and requirements.

Material is raw material or work-in-process material that is used to construct items.

2 Assembly Milestones

2.1 *Prototype Phase*

TBD

2.2 *Production Phase*

TBD

2.3 *Deployment Phase*

TBD

3 Assembly Process

The Assembly Process section describes the process for acquiring, inspecting, producing, testing, storing, packing, and shipping deployment kit items. Figure 3-1 and Figure 3-2 illustrate the assembly process flow. Figure 3-3 is the legend for Figure 3-1 and Figure 3-2.

3.1 Assembly Process Goals & Strategy

The assembly process' goals are to (1.) eliminate confusion, (2.) eliminate errors, (3.) reduce supply chain lead-time, and (4.) continuous improvement through lessons learned and using industry practices.

The assembly process strategy to achieve these goals are (1.) establish points-of-contact, (2.) strive for source inspection of outputs and incoming inspection of inputs, (3.) strive for late-point differentiation of configuration builds (i.e., keep a common platform as long as possible before diverging towards site configuration-specific products), and (4.) allow vendors to continue to use best-in-class practices they have discovered through lessons learned and industry certification.

3.2 Assembly Process Section Contents

Figure 3-1 and Figure 3-2 are a cross-functional organizational flow chart that illustrates the assembly process flow. The vertical axis lists who is responsible. The horizontal axis starts on the left. The process flow is driven by a sequence of events.

Figure 3-3 is the legend for Figure 3-1 and Figure 3-2.

The operations illustrated in Figure 3-1 and Figure 3-2 are described in greater detail in subsequent paragraphs of this section. These paragraphs will describe who does what, when, and how. When appropriate, rationale (the why) will also be included and denoted in *italicized lettering*.

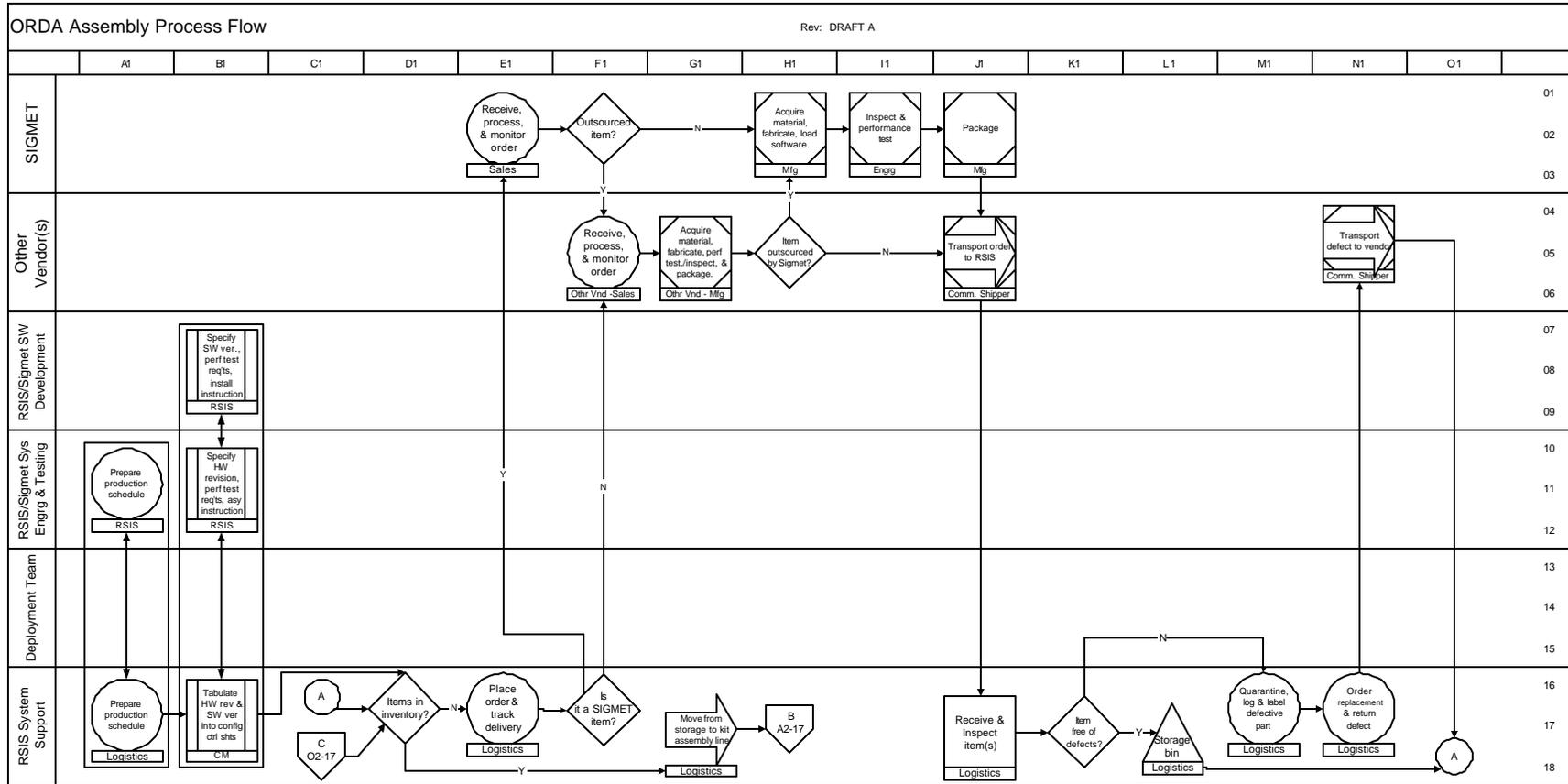


Figure 3-1 ORDA Assembly Process Flow.

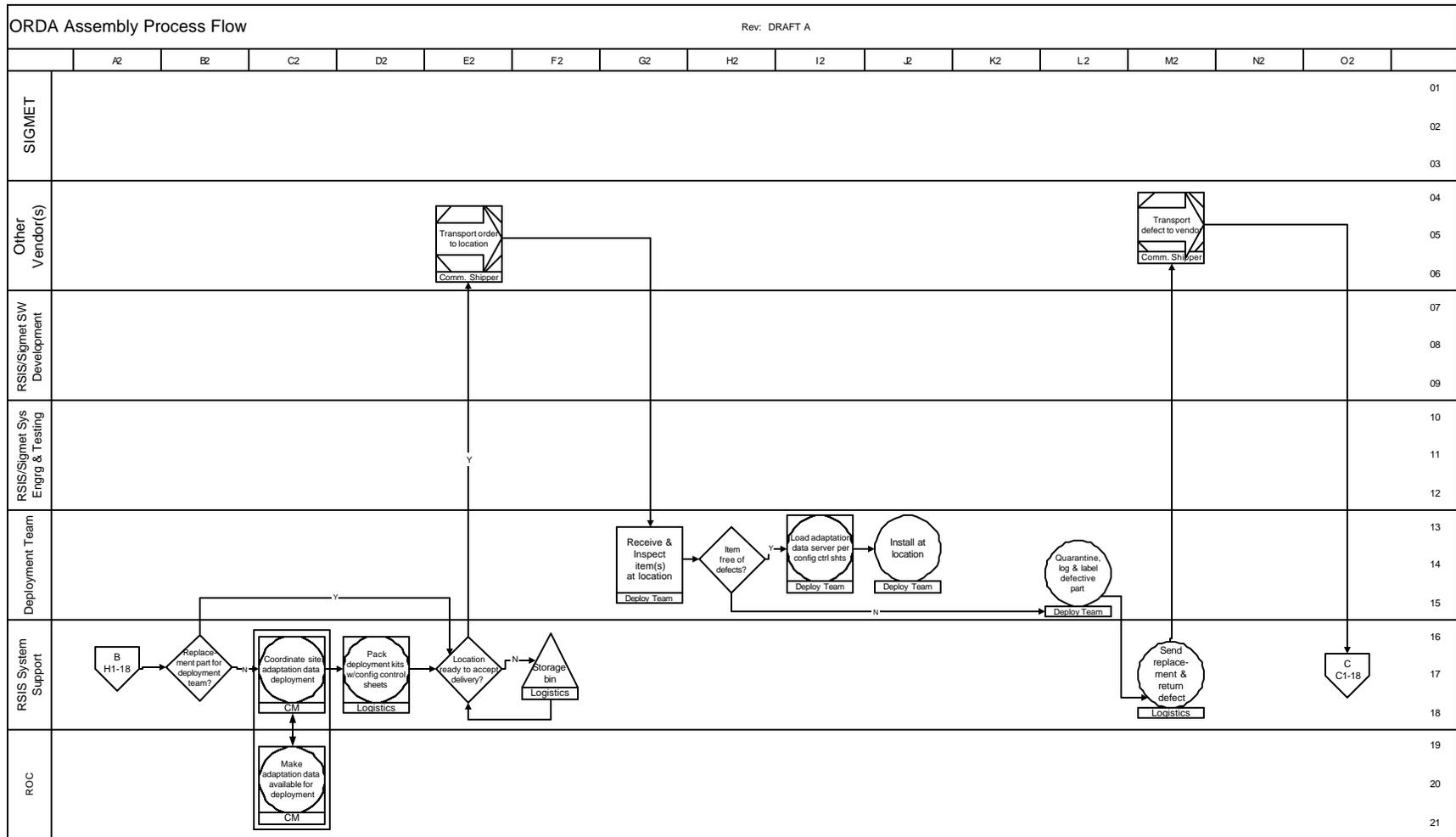


Figure 3-2. ORDA Assembly Process Flow

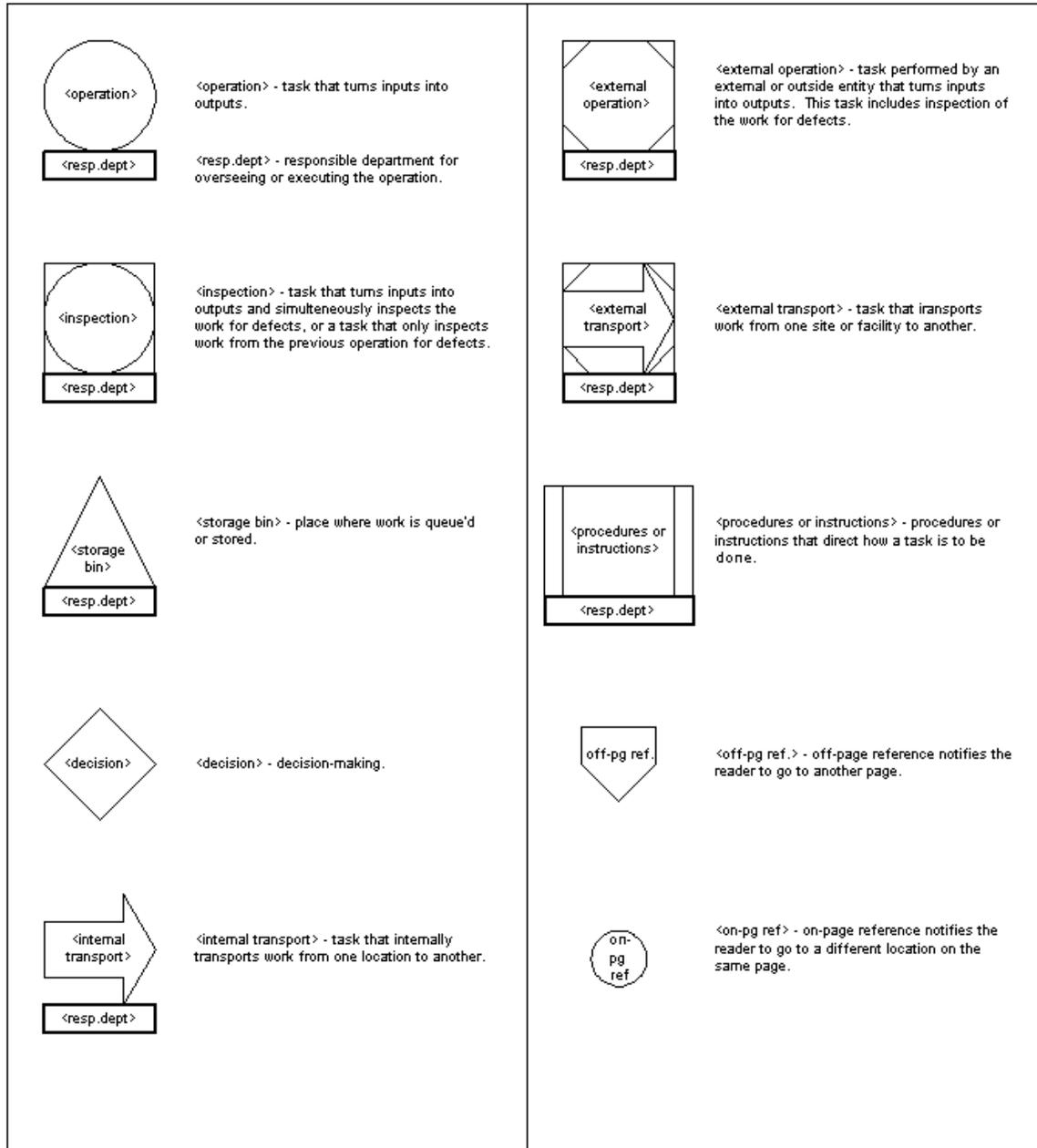


Figure 3-3. Legend for Figure 3-1 and Figure 3-2, "ORDA Assembly Process Flow"

3.2.1 A1-11 & A1-17: Prepare production schedule

RSIS System Engineering and RSIS Logistics will work with the Government on developing a deployment schedule for:

RDA Shelter Assembly	QTY
Non-operational site	11
(NWS non-redundant)	127
(DOD)	29
(FAA redundant)	13
-305	3
Key West, FL	1
TOTAL:	184 sites (redundant & non-redundant) Deployment rate: 3 sites per week SIGMET RVP8 production: 16 per mos.

Table 3-1. Number of site configuration's to be deployed (information taken from i:\Deployment_Documentation\ORPG509TABLE.xls)

Based upon the deployment schedule, RSIS System Engineering and RSIS Logistics will work with SIGMET on developing a production schedule. *The production schedule will help RSIS and SIGMET forecast, plan, organize, and schedule production activities.*

Based upon the production schedule, RSIS Logistics will coordinate the ordering, building, and shipment of deployment kit items to scheduled locations (typically, the location will be a RADAR site).

3.2.1.1 B1-17: Tabulate HW rev & SW ver into config ctrl shts

RSIS Configuration Management (CM) will obtain information from (1.) systems engineering and drafting (*to double-check the information*) pertaining to hardware (HW) revision, and (2.) software engineering and test engineering (*to double-check the information*) pertaining to software (SW) version. RSIS CM will tabulate this information into configuration control sheets and supply them to RSIS Logistics for ordering.

3.2.1.2 D1-17: Items in inventory?

Checking to see what items are in inventory is the beginning of the acquiring process, and this process is carried out as follows:

3.2.1.2.1 For RADAR site orders:

RSIS Configuration Management will complete a configuration control sheet for the site configuration (go to B1-17). RSIS Logistics will obtain the appropriate configuration control sheet to see what items are needed for the site configuration. RSIS Logistics will subsequently check the inventory database to see if the items are in stock.

3.2.1.2.2 For work order sheets:

RSIS Logistics, System Engineering, Software Engineering, or Test Engineering will submit a work order sheet to move stocked items between locations. *The work order sheets help ensure that items are properly checked out, tracked, and checked in at the designated location when the activity (such as a transport) is finished.*

3.2.1.2.3 For RADAR site orders and work order sheets:

If items are in stock, go to G1-17 “Move from storage to kit assembly line.” If no items are in stock (i.e., stock-out), go to E1-17 “Place order & track delivery.”

3.2.2 E1-17: Place order & track delivery

If no items are in stock, RSIS Logistics will place an order with the appropriate vendor. RSIS Logistics will accurately transmit information from the appropriate configuration control sheet or work order sheet to the vendor.

RSIS Logistics will obtain confirmation from the vendor that the order has been received and has been assigned a tracking number. RSIS Logistics will track the order and be capable of providing accurate progress reports.

Order production will broadly be classified as (1.) order not submitted, (2.) order submitted but not received, (3.) order received (attached order confirmation number), (4.) work-in-process, and (5.) completed. Order production is considered “completed” when the order has been either placed in finished goods storage or it has been received by the location.

Order delivery will broadly be classified as (1.) within schedule, (2.) at risk (of being late), or (3.) late. For order delivery, the default classification is “within schedule;” however, this classification will change if the delivery is or is at risk of being late.

3.2.2.1 F1-17: Is it a SIGMET item?

If *SIGMET* will supply the item, go to E1-02 “Receive, process, & monitor order.” If *SIGMET* will not supply the item, go to F1-05 “Receive, process, & monitor order.”

3.2.2.2 E1-02: Receive, process, & monitor order

RSIS Logistics will place an order with *SIGMET* Sales department. *SIGMET* Sales department will provide RSIS Logistics with (1.) confirmation information, and (2.) progress reports upon request. *SIGMET* Product Manager (the designated customer contact for production and quality issues) will immediately notify RSIS Logistics of potential and actual schedule slips.

3.2.2.2.1 F1-02: *Outsourced item?*

Items that are not considered a part of *SIGMET*'s standard product-line and purchased from other vendors are considered outsourced items (e.g., unique brackets for WSR-88D or special I/O connector panels). If the item is outsourced, go to F1-05 "Receive, process, & monitor order." If the item is not outsourced, go to H1-02 "Acquire material, fabricate."

3.2.2.2.2 H1-02: *Acquire material, fabricate, load software*

Per the received order and internal configuration control sheet, *SIGMET* Manufacturing will acquire material, fabricate, and assemble integrated items (i.e., an integration of hardware-configuration items or -components with computer software-configuration items, -components, or -units). *SIGMET* will load Linux into the Host Computer.

3.2.2.2.3 I1-02: *Inspect & performance test*

SIGMET Manufacturing will perform an initial inspection per their internal procedures. *SIGMET* Engineering will performance test the integrated items per their internal procedures.

Items that pass inspection and testing will be certified per *SIGMET*'s internal quality control procedures. Items that pass inspection and testing, go to J1-02 "Package."

Items that fail initial testing will be identified and either retested, replaced or quarantined per *SIGMET*'s internal quality control procedures.

3.2.2.2.4 J1-02: *Package*

SIGMET will package items that pass inspection and testing. *SIGMET* will transport items to the location authorized by RSIS Logistics. Go to J1-05.

3.2.2.3 F1-05: Receive, process, & monitor order

RSIS Logistics will place an order with other vendors for non-*SIGMET* items. *SIGMET* will place an order with their other vendors for outsourced items.

Other vendors will provide RSIS Logistics with (1.) confirmation information, and (2.) progress reports upon request. Other vendors will immediately notify RSIS Logistics of potential and actual schedule slips.

3.2.2.3.1 G1-05: *Acquire material, fabricate, perf test/inspect, & package*

Per the received order and internal procedures, other vendors will acquire material, fabricate, and assemble integrated items (i.e., an integration of hardware-configuration items or -components with computer software-configuration items, -components, or -units).

Other vendors will perform an initial inspection and performance testing per their internal procedures.

Items that pass inspection and testing will be certified per internal quality control procedures. Items that pass inspection and testing will be packaged. Other vendor's will transport items to the location authorized per H1-05 "Item outsourced by SIGMET" (i.e., either SIGMET or RSIS).

Items that fail initial testing will be identified and either retested, replaced or quarantined per internal quality control procedures.

3.2.2.3.2 H1-05: Item outsourced by SIGMET?

If the item is outsourced by SIGMET, go to H1-02. If the item is not outsourced by SIGMET, go to J1-05.

3.2.3 J1-05: Transport order to RSIS

Either SIGMET or other vendor will ship their order to RSIS (probably via a commercial shipper like UPS or Federal Express). Go to J1-17.

3.2.4 J1-17: Receive & Inspect item(s) at location

RSIS Logistics will inspect the packing slip against the order sheet, configuration control sheet (*to double-check the information*), and work order sheet to make certain the correct configuration was delivered. RSIS Logistics will perform inspection for performance loss and damage. Go to K1-17.

3.2.4.1 K1-17: Item free of defects?

If the item(s) (1.) is correctly configured per the configuration control sheet, work order sheet, and packing slip, and (2.) passes inspection for performance loss and damage, go to L1-17.

If the item(s) packing slip, configuration control sheet, or work order sheet fail to match, RSIS Logistics and RSIS CM will either (1.) update the information, or (2.) reject and obtain a defect-free shipment of item(s) with the documentation in order.

If the item(s) fails (1.) to meet inspection requirements for performance loss and damage, or (2.) receiving specifications, go to M1-17.

3.2.4.2 L1-17: Storage bin

If the location is not prepared to receive the shipment, RSIS Logistics will send the items to an authorized storage bin of deployment kits and deployment kit items. RSIS Logistics will assign the storage bins a "ship to (location)" identifier that will be used to track inventory location. Once an item has entered a storage bin, work order sheets will move them from this location to another location (i.e., RADAR site or other location).

Items and kits will be moved from storage on a First-In-First-Out (FIFO) basis (Figure 3-4 gives a layout of RSIS' facilities, including storage bins).

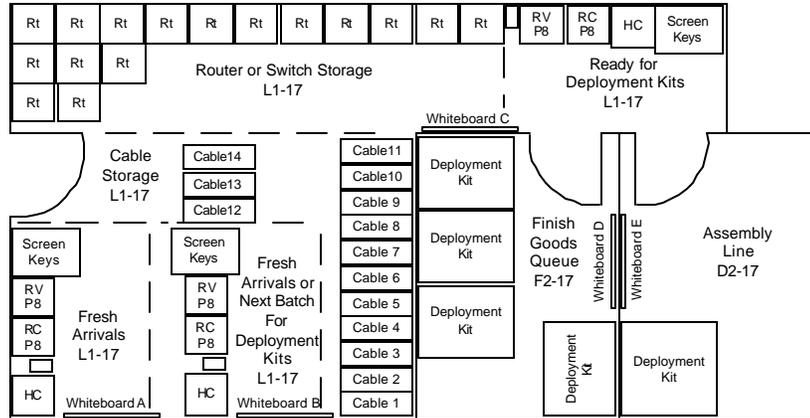


Figure 3-4. RSIS' preliminary "storage bin" described in L1-17 and F2-17. Also show is the Assembly Line described in D2-17.

3.2.5 M1-17: Quarantine, log, & label defective part

RSIS Logistics will quarantine and label the defective item(s). RSIS Logistics will log the failure in the appropriate FMECA reporting system (either MS Access or Razor-anomaly reporting). RSIS Logistics will generate a new work order sheet to ship the defective item(s) to quarantine for final disposition. Go to N1-17.

3.2.6 N1-17: Order replacement & return defect

RSIS Logistics will coordinate returning the defective item(s) and obtaining replacements from the appropriate vendor. RSIS Logistics will obtain a final report about the failure from the vendor and subsequently update the appropriate FMECA reporting system. Go to N1-05.

3.2.6.1 N1-05: Transport defect to vendor

RSIS Logistics will arrange the return of defective item(s) to the appropriate vendor.

3.2.7 B2-17: Replacement part for deployment team?

RSIS Logistics will determine whether the item being retrieved from storage is (1.) a replacement part need by the deployment team, or (2.) needed to assemble a deployment kit. If the item is a replacement part, go to E2-17. If the item is for a deployment kit, go to C2-17.

3.2.8 C2-17: Coordinate site adaptation data deployment

RSIS Logistics will provide RSIS CM with the list of sites scheduled for deployment. RSIS CM will work with ROC CM on obtaining adaptation data and site surveys from the scheduled RADAR sites. RSIS CM will assist ROC CM with clearly identifying (via adaptation data serial number) and placing the re-configured adaptation data on a secure medium. RSIS CM will (1.) fill in the adaptation data serial number and site serial

number in the configuration control sheet, and then (2.) hand off the configuration control sheet to RSIS Logistics. Go to D2-17.

3.2.8.1 C2-20: Make adaptation data available for deployment

ROC CM is responsible for overseeing the re-configuration and availability of adaptation data for site deployment. ROC CM will work with RSIS CM on this task.

3.2.9 **D2-17: Pack deployment kits w/config control sheets**

RSIS Logistics will retrieve items from storage per the configuration control sheets provided by RSIS CM. RSIS Logistics will fill in the item serial numbers that are included in the deployment kits. RSIS Logistics will assemble and package deployment kits and place the configuration control sheets inside the kits. Go to E2-17.

For all Alaskan sites, all deployment kits and documentation will be watertight.

RSIS Logistics will not unpack items in order to prevent the introduction of damage.

Figure 3-4 gives a layout of RSIS' facilities, including assembly line.

3.2.9.1 E2-17: Location ready to accept delivery?

RSIS Logistics will assess the location's readiness to receive the items (*ensuring the items are properly received without loss or damage*). Location readiness will be broadly categorized at "ok to ship" or "not ready to receive shipment." If the location readiness is ready to receive the shipment (i.e., "ok to ship"), go to E2-05. If the location readiness is not prepared to receive the shipment (i.e., "not ready to receive shipment"), go to F2-17.

3.2.9.2 F2-17: Storage bin

If the location is not prepared to receive the shipment, RSIS Logistics will send the items to an authorized storage bin of finished goods. RSIS Logistics will assign the storage bins a "ship to (location)" identifier that will be used to track inventory location. Once an item has entered a storage bin, work order sheets will move them from this location to another location (i.e., RADAR site or other location). Got to E2-17,

Items and kits will be moved from storage on a First-In-First-Out (FIFO) basis (Figure 3-4 gives a layout of RSIS' facilities, including storage bins).

3.2.9.3 E2-05: Transport order to location

If the location is prepared to receive the shipment, RSIS Logistics will authorize and coordinate shipment to the appropriate location. Go to G2-14.

3.2.10 **G2-14: Receive & Inspect item(s) at location**

The Deployment Team will inspect the packing slip against the order sheet, configuration control sheet (*to double-check the information*), and work order sheet to make certain the correct configuration was delivered. The Deployment Team will perform inspection for performance loss and damage. Go to H2-14.

3.2.10.1 H2-14: Item free of defects?

If the item(s) (1.) is correctly configured per the configuration control sheet, work order sheet, and packing slip, and (2.) passes inspection for performance loss and damage, go to I2-14.

If the item(s) packing slip, configuration control sheet, or work order sheet fail to match, the Deployment Team will contact RSIS Logistics. RSIS Logistics and RSIS Configuration Management will either (1.) update the information, or (2.) reject and obtain a defect-free shipment of item(s) with the documentation in order.

If the item(s) fails (1.) to meet inspection requirements for performance loss and damage, or (2.) installation test specifications, go to L2-14.

If the item(s) is installed at the location and passes installation testing, RSIS Configuration Management will work with the Deployment Team on updating the configuration control sheet. The location is ready for acceptance sign-off (if required).

3.2.11 I2-14: Load adaptation data server per config ctrl shts

The Deployment Team will download adaptation data specified in the configuration control sheets onto a laptop. The Deployment Team will upload the adaptation data into the Host Computer and run performance test before installation.

If the adaptation data fails to load, contact RSIS CM. RSIS CM will update the FMECA and assist the Deployment Team with adaptation data loading.

Upon successfully loading the adaptation data into the Host Computer, go to J2-14.

3.2.12 J1-14: Install at location

The Deployment Team will install the item(s) at the location per the installation/deployment/retrofit instructions. The Deployment Team will perform testing to make certain the completed installation meets specifications.

Reference the ORDA installation/deployment/retrofit plan for answers about installation and installation anomalies.

3.2.13 L2-14: Quarantine, log, & label defective part

The Deployment Team will quarantine and label the defective item(s). Either the Deployment Team or RSIS Logistics will log the failure in the appropriate FMECA reporting system (either MS Access or Razor-anomaly reporting). Either the Deployment Team or RSIS Logistics will generate a new work order sheet to ship the defective item(s) to RSIS Logistics for final disposition. Go to M2-17.

3.2.14 M2-17: Send replacement & return defect

RSIS Logistics will receive defective item(s) and verify the incidents are logged in the appropriate FMECA reporting system. RSIS Logistics will coordinate returning the

defective item(s) and obtaining replacements from the appropriate vendor. RSIS Logistics will obtain a final report about the failure from the vendor and subsequently update the appropriate FMECA reporting system. Go to M2-05.

3.2.14.1 M2-05: Transport defect to vendor

RSIS Logistics will arrange the return of defective item(s) to the appropriate vendor.

4 Inventory Data Management

The Inventory Data Management describes how inventory data will be managed. Figure 4-1 illustrates the data flow diagram and databases for inventory data. Subsequent paragraphs explain in greater detail the inventory data management process.

4.1 Inventory Data Management Goals & Strategy

Inventory data management supports assembly process' goals of (1.) eliminating confusion, (2.) eliminating errors, (3.) reducing supply chain lead-time, and (4.) continuous improvement through lessons learned and using industry practices.

The inventory data management strategy to achieve these goals are (1.) eliminate data redundancy and creep, (2.) reduce data entry errors by automatically filling in data fields based upon unique identifiers, (3.) accurately track inventory and inventory movement via work order sheets, and (4.) transform lessons learned from ORPG, industry practices, National Reconditioning Center, and encountered problems into continuous improvement solutions.

4.2 Adaptation Data

Adaptation data management is elaborated in the ORDA Configuration Management Plan and ORDA Retrofit/Deployment Plan. Options for Adaptation data are (1.) store it on a FTP server and download it into the Deployment Team's laptop, (2.) pack and ship it with the deployment kits, or (3.) ship it to the site via overnight delivery. RSIS Configuration Management will assign a serial number to the adaptation data, and the configuration control sheet will record this serial number.

4.3 Inventory Data Management Section Contents

Figure 4-1 is a data flow diagram that illustrates the inventory data flow. It shows (1.) information flow between RSIS Configuration Management, Logistics, and System Engineering, and (2.) data relationships and sources between the configuration control sheet, inventory master database, and work order sheet.

The data flow illustrated in Figure 4-1 is described in greater detail in subsequent paragraphs of this section. These paragraphs will describe who does what, when, and how. When appropriate, rationale (the why) will also be included and denoted in *italicized lettering*.

Appendices A (Work Order Sheet), and B (Configuration Control Sheet) contain additional information and definitions.

4.3.2 1b. Agile

RSIS Configuration Management will obtain available Production Parts List data (PPL) and appropriate engineering drawings from Agile.

4.3.3 1c. RADAR site audit

RSIS Configuration Management will obtain site-specific configuration information to verify the accuracy of obtained information from Agile and System Engineering.

4.3.4 2. CM: Create config control sheet (CCS)

RSIS Configuration Management will generate configuration control sheet templates for the RDA shelter assemblies based upon information from 1a, 1b, and 1c. RSIS Configuration Management will work with System Engineering and the Government on resolving conflicts.

When the configuration control sheet template's veracity is deemed accurate, RSIS CM will save the template by (1.) assigning a kit configuration number as the base number, and (2.) using the suffix to designate the revision level (starting with the letter "A"). The prefix will uniquely identify the RADAR site location.

4.3.5 3. (Sys eng) approval

RSIS System Engineering will formal approve the configuration control sheet by signing the "Approved By" field.

RSIS System Engineering will approve subsequent configuration control sheet revisions or updates.

4.3.6 Request to move item

There are three types of item moves: (1.) Type I: To RADAR site, (2.) Type II: To an internal location, and (3.) Type III: To an external location. Type I moves will typically involve moving inventory from the finish goods storage bin illustrated in Figure 3-2 F2-17 to a RADAR site. Type II moves will typically involve item movements from one RSIS-controlled location to another RSIS-controlled location (e.g., moving an item from West Oaks storage to a test bench, or moving an item from storage to quarantine). Type III moves will involve item movements from a RADAR site or RSIS-controlled location to a vendor (e.g., returning a defective part to the vendor).

Whenever a request is made to move an item from a location, a work order sheet will be created to authorize and track the item's movements. RSIS System Engineering, Software Engineering, or Test Engineering may request an item be moved. At a minimum, the requestor must provide an item description, manufacturer's part number, ship quantity, and ship to (location).

4.3.7 Log: Create work order

Either the requestor or RSIS Logistics will specify a serial number, disposition, shipper/transport packaging requirements, and receiving or shipping/transport inspections & tests.

Specifying a configuration control sheet number will automatically fill in available information for item description, manufacturer's part number, ship to (location), ship quantity, and points of contact.

RSIS Logistics will receive the work order sheet, double-check and make certain all fields are accurate. RSIS Logistics will possess the ability to overwrite information and update affected databases. RSIS Logistics will assign an identifier for the work order or purchase order field and update the status of the work order sheet.

4.3.8 MS Access Databases

There are at least three key databases for inventory data management. These three key databases are (1.) configuration control sheet, CCS, (2.) master Inventory, (3.) Work Order, and (4.) Item Order. The subsequent paragraphs describe in greater detail the relationships between data and how data is entered and updated.

4.3.8.1 MS Access Database Architecture

Restating a previous paragraph, inventory data management supports assembly process' goals of (1.) eliminating confusion, (2.) eliminating errors, (3.) reducing supply chain lead-time, and (4.) continuous improvement through lessons learned and using industry practices.

The database architecture goals are (1.) eliminate data redundancy and creep, (2.) reduce data entry errors by automatically filling in data fields based upon unique identifiers, and (4.) transform lessons learned from ORPG, industry practices, National Reconditioning Center, and encountered problems into continuous improvement solutions.

4.3.8.1.1 *Sources Of Information*

To eliminate data redundancy, data creep, and reduce data entry errors, information will be assigned to a specific database. Other databases that use or require this information will retrieve the information from the assigned database. From Figure 4-1, underlined words in the "MS Access DB" boxes show where master data is assigned or stored.

For example: When writing a work order sheet, manufacturer's number (mfg no.) will retrieve the information from the Inventory database. Retrieving data this way ensures consistency and accuracy.

4.3.8.1.2 *Data Entry*

Multiple data entry points are allowed. From Figure 4-1, italicized words in the "MS Access DB" boxes show permissible data entry points. However, RSIS Logistics and Configuration Management are responsible for maintaining accuracy and consistency.

Therefore, Logistics and Configuration Management may overwrite or delete information in order to prevent data creep, redundancy, and errors.

5 Appendix A – Work Order Sheet

RSIS Logistics, System-, Software-, or Test-Engineering can submit a work order sheet to move and track stock between locations. Logistics will ensure the work order sheet is properly completed.

INSTRUCTIONS TO THE ISSUER:

1. Attach relevant configuration control sheets to the work order.
2. For items that are checked out, list the person who checked out the item in the Point Of Contact section.
3. Do not ship out items that are on HOLD or REJECTED. Quarantine these items and attach this work order and relevant attachments to the quarantined stock.

WORK ORDER OR PURCHASE ORDER:

DATE:

WORK ORDER STATUS (OPEN OR CLOSED):

RECEIVING & SHIPPING/TRANSPORT BILL OF LADEN INFORMATION:

LINE ITEM NO.	ITEM DESCRIPTION	MFR PART NUMBER	SERIAL NUMBER	CONFIGURATION CONTROL SHEET	SHIP QTY	SHIP TO (LOCATION):	DISPOSITION OK - OK TO SHIP H - HOLD R - REJECT T - CHECKED OUT

SHIPPER/TRANSPORT PACKAGING REQUIREMENTS:

1. In this section, state any packaging instructions or specifications for the components or kits.

RECEIVING OR SHIPPING/TRANSPORT INSPECTIONS & TESTS:

1. In this section, state any inspection or test instructions or specifications for the components or kits.

CONTACTS:

WORK ORDER ISSUED BY:	NAME	PHONE:	POINT(S) OF CONTACT:	NAME & ADDRESS	PHONE:
	WORK ORDER APPROVED BY:				

Figure 5-1. Work order sheet (preliminary draft)

Work Order Or Purchase Order – Work order sheet number is assigned by Logistics. This number is used to track either (1.) internal item moves (i.e., moves between different locations controlled by RSIS), (2.) external item moves (i.e., moving items from RSIS-controlled location to a sub-contractor or OEM location), or (3.) items moved to RADAR sites (this type of move will mainly involve deployment kits and spare parts). Purchase order number may be assigned by (1.) RSIS Corporate Procurement, (2.) the Government, or (3.) the sub-contractor or OEM (e.g., the issuance of a Return Merchandise Authorization number).

Work Order Status – Open means the item(s) has not been received by the “Ship To” department. Closed means the item(s) has been received by the “Ship To” department.

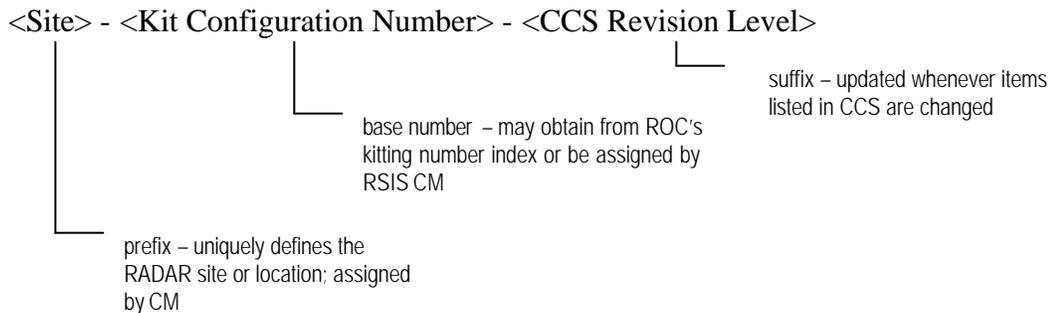
Item Description – Concise description of the item.

Mfr Part Number – The sub-contractor’s or OEM’s part number.

Serial Number – This field will typically be completed in by Logistics; however, there may be certain cases where engineering will specify a specific item be shipped.

Configuration Control Sheet (CCS) – This field will be linked to the Configuration Control Sheet database. Linking will allow automatic filling in of the work order’s item description, manufacturer’s part number, and ship quantity (and reduce entry errors caused by manual re-entry of data).

The configuration control sheet number format consists of a prefix, base number, and suffix. The format is as follows:



For further information about configuration control sheets, see Appendix B.

Ship Qty & Ship To (Location) – These fields will notify the system how many items to ship and where to ship them.

Disposition – This field alerts the system the item’s readiness for use.

OK – Item(s) is certified and defect free. Item(s) is okay to ship and use.

H/Hold – Item(s) is on hold because of a potential risk that needs further investigation before proceeding with shipment or usage.

R/Reject – Item is unusable and either needs to be (1.) returned to sub-contractor or OEM, or (2.) scrapped.

T/Checked Out – Item has been checked out by someone and will be returned at some future date.

Shipper/Transport Packaging Requirements – The issuer will write down any special packaging instructions or standardized packaging specifications. Include any Return Merchandise Authorization numbers in this field.

Receiving or Shipping/Transport Inspection & Tests – The Issuer will write down in any special inspection/test instructions or standardized inspection/test specifications.

Contacts – These fields are for the issuer’s name and phone number, the name of the approver, and points of contact (and their addresses and phone numbers).

6 Appendix B – Configuration Control Sheet

The configuration control sheet's primary purpose is to specify and control the packaging of deployment kits. However, configuration control sheet's may also be used to conveniently help trace item revisions and versions during test or other builds during the deployment and production phases. RSIS Configuration Management creates and maintains configuration control sheets.

<p>CONFIGURATION CONTROL SHEET</p> <p>CONTRACTOR INFORMATION:</p> <p style="margin-left: 40px;">RS Information Systems, Inc. 2227 West Lindsey Suite 1500, Norman, OK 73069 <u>Points Of Contact:</u> Bill Terry, 405.366.9243 ext. <xxxx> Bob Macemon, 405.366.9243 ext. <xxxx> Gabriel Jim, 405.366.9243 ext. 3525 <logistics engineer>, 405.366.9243 ext. <xxxx></p>	<p>CONFIGURATION CONTROL SHEET NO. <input style="width: 100%;" type="text"/></p> <p>Date: <input style="width: 100%;" type="text"/></p> <p>CUSTOMER INFORMATION:</p> <p>CUSTOMER NAME: <input style="width: 100%;" type="text"/></p> <p>WORK ORDER OR PURCHASE ORDER <input style="width: 100%;" type="text"/></p>
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INSTRUCTIONS TO ISSUER:

1. RDA Shelter Assembly PPL no. should be used for Configuration Control Sheet No. when permissible.

UD NO.	ITEM DESCRIPTION	PPL NUMBER	MFR PART NUMBER	HW REVISION OR SW VERSION	HCI OR C SCI	SHIP QTY	REFERENCED CONFIGURATION CONTROL SHEET	SERIAL NUMBER

ASSEMBLY, INSPECTION, & TEST REQUIREMENTS/INSTRUCTIONS

1. In this section, state any assembly, inspection, and test instructions or specifications for the components or kits.

CONFIGURATION CHANGE CONTROL NOTES:

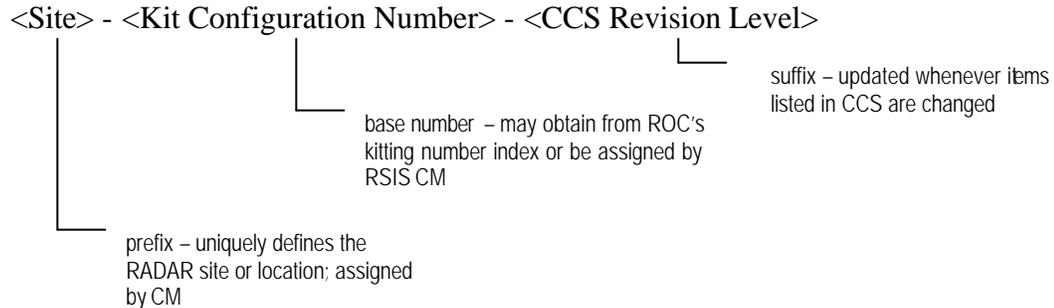
1. In this section, state any engineering change orders or other configuration change control notes for the components or kits.

CONTACTS:

	NAME	PHONE:		NAME & ADDRESS	PHONE:
ISSUED BY:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	POINT(S) OF CONTACT:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
APPROVED BY:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Figure 6-1. Configuration Control Sheet (preliminary draft).

Configuration Control Sheet No. – The configuration control sheet number format consists of a prefix, base number, and suffix. The format is as follows:



The base number and suffix will be used as templates to automatically fill in UD No., Item Description, PPL No., Mfr Part No., HW Revision or SW Version, and HCI or CSCI fields. To complete the configuration control sheet, any remaining empty fields will be manual or automatically filled and a standardized prefix that uniquely identifies the RADAR site or location will be assigned.

Customer Name – Customer name or code.

Work Order or Purchase Order – Completing in this field will allow automatic filling of the serial number field.

UD No. – Unit designator number (supplied by Drafting).

Item Description – Concise description of the item.

PPL No. – Production Parts List number (information source is Agile – see Drafting to obtain a PPL)

Mfr Part No. – The sub-contractor's or OEM's part number.

HW Revision or SW Version – Hardware revision or software version.

HCI or CSCI – Hardware configuration item or computer software configuration item.

Ship Qty/Ship To (Location) – These fields will notify the system (1.) how many items to include in the shipment or build, and (2.) where to ship them.

Referenced Configuration Control Sheet No. – This field will establish trace-ability to configuration control sheets supplied by SIGMET or other sub-contractors and OEMs.

Serial Number – When a work order or purchase order is specified, this field may be automatically filled and linked in order to reduce data entry errors and future conflicts (the work order will take precedence and overwrite this field). When no work order or purchase order is specified, this field may be manually entered or left blank.

Assembly, Inspection, & Test Requirements/Instructions – The issuer will write down any special assembly/inspection/test instructions or standardized assembly/inspection/test specifications.

Configuration Change Control Notes – The issuer may write down information regarding configuration control changes.

Contacts – These fields are for the issuer's name and phone number, the name of the approver, and points of contact (and their addresses and phone numbers).

7 Revisions

August 29, 2002

Renamed from ORDA Manufacturing Plan Draft F to ORDA
Assembly Plan Draft A – release for September 2002 PDR