

DATA REQUIREMENT

CONTRACT APPLICATION INFORMATION FOR DRL _____					A. ITEM NO. DR-13
B. LINE ITEM TITLE: Continuous Improvement Plan					
C. OPR. UB-M	D. TYPE 3	E. INSPECT/ ACCEPT 6	F. REQ. See Section J	G. INITIAL SUB. See Section J	H. AS OF DATE See Section J
J. REMARKS: The Continuous Improvement Plan shall be submitted for government review within 60 days of contract start and maintained current with the contractor's Program Management Plan (DR-1).					
K. DISTRIBUTION Per Contracting Officer's letter.					TOTALS
					NO.
					TYPE

DATA REQUIREMENT DESCRIPTION

1. TITLE Continuous Improvement Plan	2. NUMBER DR-13
3. USE To document the contractor's approach to continuously improving the processes and procedures required in performance of this contract. The plan and performance to plan will contribute to the evaluation of the Award Fee Area of Emphasis for continuous improvement.	4. DATE
	5. ORGANIZATION
7. INTERRELATIONSHIP	6. REFERENCES SOW 2.1.12

8. PREPARATION INFORMATION

8.1 SCOPE: The plan shall describe the contractor's approach and planned implementation methods for accomplishing the continuous improvement requirements of the contract.

8.2 APPLICABLE DOCUMENTS: N/A

8.3 CONTENTS: The Continuous Improvement (CI) plan shall address the contractor's approach to generate, capture, store, share, trend, and disseminate relevant knowledge for improvement of business and engineering systems. The CI plan shall describe the contractor's approach to:

- Improve overall contractor performance
- Improve reflight elements processes and procedures
- Evaluate repetitive processes for purposes of reducing integration schedule templates
- Streamline processing and operations of assigned flight and ground hardware
- Increase flexibility to incorporating late changes in operational and manifest requirements
- Providing technical and operational expertise to special ISS, Shuttle, ELV, and Payload Carriers program process and ground systems improvement studies
- Evaluate designs and requirements for process improvement and work volume reduction opportunities and implementation strategies
- Evaluate ways to minimize mishaps by maintaining metrics for problem occurrences by type and repetition and implementation strategies
- Evaluate lessons-learned for ways to minimize mishaps by maintaining metrics for problem occurrences by type and repetition and implementation strategies
- Evaluate designs and requirements for process improvement and work volume reduction opportunities and implementation strategies
- Reporting performance to plan to weekly/monthly reviews

8.4 FORMAT: Contractor format is acceptable.

8.5 MAINTENANCE: Changes shall be incorporated as required by change page or complete reissue.