

## AMS CHANGE REQUEST COVER SHEET

Change Request Number: 12-35

Date Received: 3/9/12

Title: Requirements Document Template

---

Initiator Name: Fernando Anzola

Organization Name and Routing Symbol: Office of Engineering Services, NAS Requirements Services Division, ANG-B1

Telephone: 202-385-7230

ASAG Member: Tim O'Hara

Telephone Number: 202-385-7146

Policy OR Guidance: Guidance

Affected Section/Text Location: FAST, Acquisition Planning and Control Documents, Appendix B, Program Requirements Document (pRD)

Summary of Change: This change establishes the NAS Requirements Services Division (ANG-B1) and the Office of Enterprise Research & Development (ARD-200) as stewards jointly responsible for changes to the RD template. It emphasizes traceability of requirements to key strategic planning documents, as well as the CONOPS, functional analysis, Shortfall Analysis, etc. It provides better guidance and more accurate references.

Reason for Change: Improved guidance, and added emphasis on traceability of requirements to strategic planning and key acquisition-related documents.

Development, Review, and Concurrence: The proposed revisions were coordinated on a widespread basis throughout the FAA, and all comments effectively adjudicated. See attached list.

Target Audience: Program management personnel responsible for the creation of Requirements Documents.

Potential Links in FAST for the Change: FAST, Acquisition Planning and Control Documents, Appendix B, Program Requirements Document (pRD).

Other Documents that may be Affected: This document will affect the Alternatives Analysis created during the Concept and Requirements Definition Phase of the AMS lifecycle.

Attachments: A redlined copy of the changes made would be useless, as the document has changed so much it must be read as a "new" proposed guidance document. For that reason, it was not provided.

Briefing Planned: Yes.

ASAG Responsibilities: Review and Comment.