ATTACHMENT 003

**DATA DELIVERY DESCRIPTION - REQUEST FOR DEVIATION (RFD)**

This Data Delivery Description (DDD) contains the content and preparation instructions for the data product resulting from the work task specified in the contract.

**Requirements:**

1. Reference documents. The applicable issue of any documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract.

2. Format and content. The Request for Deviation shall be prepared in contractor format. The RFD content shall be in accordance with the contractor's processes and procedures, or as specified in the contract.

3. Distribution statement. The appropriate distribution statement shall be affixed to the RFD in accordance with the requirements of the contract.

4. Date. Provide the submittal date of the deviation.

5. DODAAC. Provide the DODAAC of the procuring activity, if known.

6. Procuring Activity Number (PAN). Provide the PAN of the procuring activity, if known

7. Originator name and address. Provide the name and address of the contractor submitting the request (inclusion of submitting individual's name is optional

8. Classification. The deviation shall be designated minor, major, or critical in accordance with the following criteria:

   a. Minor. A deviation shall be designated as minor when:
      (1) The deviation consists of a departure which does not involve any of the factors listed in 8b or 8c or
      (2) When the configuration documentation defining the requirements for the item classifies defects in requirements and the deviations consist of a departure from a requirement classified as minor.

   b. Major. A deviation shall be designated as major when:
      (1) The deviation consists of a departure involving:
         (a) health
         (b) performance
         (c) interchangeability, reliability, survivability, maintainability, or durability of the item or its repair parts
         (d) effective use or operation;
         (e) weight and size; or
         (f) appearance (when a factor) or

(2) When the configuration documentation defining the requirements for the item classifies defects in requirements and the deviations consist of a departure from a requirement classified as major.

c. Critical. A deviation shall be designated as critical when:
   (1) The deviation consists of a departure involving safety or
   (2) When the configuration documentation defining the requirements for the item classifies defects in requirements and the deviations consist of a departure from a requirement classified as critical.

9. Designation for deviation.

   a. Model/Type. Provide the model or type designation of the CI for which the request is being submitted. For CSCIs provide the CSCI identification.

   b. CAGE Code. Provide the CAGE Code for the activity originating the deviation.

   c. System designation. The system or top level CI designation or nomenclature assigned by the Government shall be entered, if known.

10. Deviation number. Deviation identification numbers shall be unique for each CAGE Code identified activity. Once a number is assigned, that number shall be retained for all subsequent submissions. Unless otherwise authorized by the Government, deviations shall be separately and consecutively numbered commencing with number one. As an alternative, numbers may be assigned from a separate series for each system that the contractor is producing. The number of characters in the deviation number, dash number, and type identification shall not exceed 32.

11. Configuration baseline affected. Indicate the affected baseline (See MIL-HDBK-61).

12. Are other system/configuration items affected? If yes, provide summary.

13. Title of deviation. Provide a brief descriptive title of the deviation.

14. Contract number and line item. Provide the number(s) of all currently active contract(s) and the affected contract line item number(s) that are affected by the deviation.

15. Procuring contracting officer. Enter the procuring contracting officer's name, office symbol/code, and telephone number applicable to the CI shown in paragraph 18.

16. Configuration item nomenclature. Provide the Government assigned name and type designation, if applicable, or authorized name and number of the CI to which the deviation will apply.

17. Classification of defect (CD).

a. CD number. If either a Government or contractor's CD applies, enter the number assigned.

b. Defect number. If a CD applies, enter the defect number(s) which correspond(s) with the characteristic(s) from which an authorized deviation is desired.

c. Defect classification. If a CD applies state the proper classification of the defect number(s) entered in paragraph 17b.

18. Name of lowest part/assembly affected. An appropriate descriptive name of the part(s) shall be given here without resorting to such terms as "Numerous bits and pieces".

19. Part number or type designation. Enter the part number(s) of the part(s) named in paragraph 18 or type designation/nomenclature if applicable.

20. Effectivity. Define the effectivity of the proposed RFD by entering, as applicable, the quantity of items affected, the serial numbers of the items affected, or the lot number(s) applicable to the lot(s) affected by the deviation being requested.

21. Recurring Deviation. If this is a recurring deviation, reference the previous correspondence, the request number, and corrective action to be taken in paragraph 27. In addition provide rationale why recurrence was not prevented by previous corrective action and/or accomplished design change.

22. Effect on cost/price. Provide the estimated reduction or price adjustment. If no change in price, cost, or fee, so state with rationale. The request for deviation shall include the specific consideration that will be provided to the Government if this "non-conforming" unit(s) (See FAR Part 46.407) is accepted by the Government.

23. Effect on delivery schedule. State the effects on the contract delivery schedule that will result from both approval and disapproval of the request for deviation.

24. Effect on integrated logistics support, interface, or software. If there is no effect on logistics support or the interface, provide a statement to that effect. If the deviation will have an impact on logistics support or the interface, describe such effects.

25. Description of deviation. Describe the nature of the proposed departure from the technical requirements of the configuration documentation. The deviation or waiver shall be analyzed to determine whether it affects any of the factors listed below. Describe any effect on each of these factors (marked drawings should be included when necessary to provide a better understanding of the deviation):

a. Effect on Product Configuration Documentation or Contract.
   (1) Performance
   (2) Weight-balance-stability (aircraft)
   (3) Weight-Moment (other equipment)

(4) Technical Data
(5) Nomenclature

b. Effect on Operational Employment
(1) Safety
(2) Survivability
(3) Reliability
(4) Maintainability
(5) Service Life
(6) Operating Procedures
(7) Electromagnetic Interference
(8) Activation Schedule
(9) Critical Single Point Failure Items
(10) Interoperability

c. Other Considerations
(1) Interface
(2) Other Affected Equipment/Government Furnished Equipment (GFE)/Government Furnished Parts (GFP)
(3) Physical Constraints
(4) Computer Programs and Resources
(5) Rework of other equipment
(6) System Test Procedures
(7) Warranty/Guarantee
(8) Parts Control
(9) Life Cycle Costs

26. Need for deviation. Explain why it is impossible or unreasonable to comply with the configuration documentation within the specified delivery schedule. Also explain why a deviation is proposed in lieu of a permanent design change.

27. Corrective action taken. Describe action being taken to correct non-conformance to prevent a future recurrence.

28. Signature. The RFD shall be signed by an authorized official representing the contractor submitting the RFD.