CHECK LIST FOR ATMAS PROJECT MANAGEMENT

Phases	No.	Activities	Detail Activities		Check ☒	Check ☑
PRE-CONTRACT PHASE:						
Planning	1	**Definition of Scope of Work**	System Architecture			
			Number of system positions			
			Level of redundancy required			
			Mode of communications with external Stake holders			
			Power distribution requirements			
	2	**Project Cost Estimation**	Quoted price from Prospective suppliers			
			Latest version of Hardware & peripheral equipment (Monitors, Flight Strip Printers, Printers etc.)			
			Defining the level of Operational Maintenance support that is required during Operationalization			
	3	**Project Time-Line**	Defining all the activities and its duration			
			Defining parallel activities			
			The time of Site-readiness, availability of external systems like ASMGCS, AMSS/AMHS,Met system			
			The time of thorough software test in real environment undertake by the QA team, MP, and ANSP,and before putting the system into operation.			
			The time that Suppliers take to resolve the software issues designed as per customer requirements			
			Sufficient manpower available for testing the ATM Automation system during shadow mode of operation			
Requirement definition	4	**Syetm requirements**	Maximum number of surverllance resourses (Radar sensor/ADS-B/WAM) inputs			
			Maximum flight plan load			
			Customized HMI requirements			
			Different types of safty net & warnings in the system (STCA,MSAW,etc.)			
			AMAN/DMAN/Enhanced Wake Turbulence Separation and Approach Spacing Tool			
			Downlink Aircraft Parameter requirements			
			Level of recording requirements			
			Maximum number of AIDC interface and meteorological interface			
			Equipment of GNSS time interface, CPDLC interface, system track interface, flight data exchange interface, audio playback interface			
			Interoperability with other systems (ASMGCS, EFS, ATFM, Fallback system)			
			System monitor and control/ system log/ system database management requirements			
			Level of recording requirements			
			New technology application			
Bidding	5	**Tender Evaluation and selection of bidder based on Quality cum Cost Based Selection (QCBS) criterion**	Quality assurance level requirements	Quality of Test in accordance with ISO-9001-20XX specifications		
				DO-278A/ED-109A assurance level		
				Valid CMMI Level xx		
				Dedicated Quality Assurance Program (QAP) manager who should be responsible for Quality of documentation		
				QAP Manager shall not be same person as the Program Manger		
			Qualified Technical proposal	finalized the Technical and Operational requirements of the system		
				evaluate and conduct Technical discussion on methodology of fulfilment of critical requirements		
				understand in depth the strategy to achieve the functional requirements		
			Qualified project team	Supplier should depute his manpower to complete the system software develop, system test, system document preparation, system database creation, system transition, and etc.		
Contract	6	**Contract Negotiation**	Date and location of contract negotiation			
			Negotiation teams for all parties involved in the contract			
			Multiple rounds of negotiation to reach contract agreement, including business and technology			
			All system function and interface type&ICD are defined			
POST CONTRACT PHASE :						
Implementation	7	**Project Monitoring Group**	Dedicated Project Monitoring group (PMG) drawn from all the concerned stakeholders, like ATSEPs, ATCOs, External system suppliers, Decision making Officers (Management), Safety officer and Regulatory authorities etc.			
			The PMG will be responsible for monitoring various activates, Time lines, scheduling activities etc.			
			The PMG will be responsible for keeping a running record of the progress of implementation, with external stake holders and reporting the progress to Higher Management. a record of various decisions, coordination			
	8	**Factory Implementation**	System requirements review (SRR)	Review the system requirements based on the bidding document		
			System Design Review (SDR)	Any gap in understanding the System requirement by supplier shall be mutually agreed and properly recorded		
			Factory dvelopment of the system software			
			manufacture supervision	Customers can keep an eye on factory activities and train themselves.		
			Factory self-test			
			Factory Acceptance Test (FAT) readiness, including software, platform, database, sufficient manpower, FAT procedures and test book.			
			Factory Acceptance Test (FAT)	FAT procedures shall be well examined		
				FAT duration shall be realistic		
				Supplier shall resolve the System anomalies observed during FAT		
			Factory training			
	9	**Site Readiness**	Dust free environment, Air conditioning system in place, Power supply source is in place (provided by customer)			
			ATC consoles are available (provided by customer)			
			Availability of external systems ASMGCS, AMHS, MET etc. (provided by customer)			
			Availability of surveillance data to be integrated (provided by customer)			
	10	**Site Implementation**	Schedule of deployment and integration			
			Teams of both side involved in the deployment and integration			
			System deployment and integration			
			Database creation	Supplier should prepare the Database Creation incorporate with controllers and technician		
				Database Creation should be completed in time before starting site testing phase		
			Quality Assurance Audit by supplier			
			Site Acceptance Test			
			System Reliability & Stability Test (SRST),			
			System anomalies resolution			
			Flight check according to the local regulations			
			Site training	Schedule and location of tranning		
				Supplier provides the training to Trainers who will further provide the training to other Officers.		
Transition	11	**Transition Preparation**	Transition Scheme			
			Scheme Evaluation			
			System Deployment			
			Table Pre-rehearsal			
			Other Preparations (Technical manual, notification process, emergency plan, etc.)			
	12	**System Rehearsal/Pre-Transition Verification**	System Switch Steps Validation			
			System Functions and External Interfaces Validation			
	13	**System Transition**	The shadow period is recommended to put the new system into operation during an off-peak time			
			performed based on the pre-defined procedure at the pre-defined transition time			
	14	**Post-Transition Operation**	Issues reported during the observation period.			
			The cause analysis and possibly the avoidance and corrective methods of the issues.			
			Recommendations for future operation, matters-needs-attention, etc.			