

R 092000Z JUL 04 COMNAVNETWARCOM NORFOLK VA

SUBJ/NMCI INFORMATION ADVISORY (NIA) 13-04, REQUEST TO DEPLOY  
/PROCESS CLARIFICATION AND SUBMISSION REQUIREMENT//

REF/A/GENADMIN/COMNAVNETWARCOM NORFOLK VA/231902ZDEC2002//

REF/B/GENADMIN/COMNAVNETWARCOM NORFOLK VA/021915ZAPR2004//

NARR/REF A IS NMCI INFORMATION ADVISORY (NIA) AND BULLETIN  
PROMULGATION MESSAGE. REF B IS NIA 07-04, LEGACY APPLICATION/RTD  
CANCELLATION AND RESUBMISSION.//

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RMKS/1. IAW REF A, THIS JOINT NAVY AND MARINE CORPS NIA ANNOUNCES  
PROCEDURAL CHANGES TO THE REQUEST TO DEPLOY (RTD) APPLICATION  
SUBMISSION PROCESS. THIS CHANGE IS REQUIRED TO ENHANCE  
CERTIFICATION AND DEPLOYMENT OF APPLICATIONS WITHIN THE POST NMCI  
CUTOVER ENVIRONMENT.

2. BACKGROUND. THE PREVIOUS RTD APPLICATION SUBMISSION PROCESS  
ALLOWED FOR APPLICATION SPONSORS TO BEGIN THE RTD PROCESS WITHOUT  
HAVING ALL COMPONENTS OF THE SUBMISSION PACKAGE COMPLETE. TYPICALLY,  
OUTSTANDING COMPONENTS HAVE BEEN LICENSING INFORMATION AND THE  
RELEASE DEPLOYMENT PLAN (RDP), WHICH INCLUDES USER MAPPING. DELAYS  
IN RECEIVING OUTSTANDING ITEMS HAVE WASTED RESOURCES AND IMPACTED  
THE ABILITY TO ACHIEVE A RELIABLE AND PREDICTABLE DEPLOYMENT  
PROCESS. IN AN EFFORT TO EXPEDITE CERTIFICATION AND DEPLOYMENT OF  
APPLICATIONS, A CHANGE TO THE CURRENT RTD APPLICATION SUBMISSION  
POLICY MUST BE MADE.

3. POLICY. CANCEL REF B. EFFECTIVE IMMEDIATELY, ALL COMPONENTS OF  
THE RTD APPLICATION SUBMISSION PACKAGE MUST BE RECEIVED BY THE PMO  
NMCI SOFTWARE CONFIGURATION MANAGEMENT (NSCM) STAFF AND VALIDATED  
FOR COMPLETENESS BEFORE THE APPLICATION WILL BE ASSIGNED A BASELINE  
CERTIFICATION SCHEDULE AND FORWARDED TO EDS FOR ACTION. AT A  
MINIMUM, THE FOLLOWING RTD DELIVERABLE INFORMATION MUST BE SUBMITTED  
AND/OR COMPLETED:

- A. CDA RFS REGISTERED IN ISF TOOL
- B. RTD FORM
- C. RDP
- D. IMPLEMENTATION SCHEDULE
- E. APPLICATION MAPPING
- F. RAW OR RADIA ADVANCE PUBLISHER .MSI INSTANCES
- G. DEPENDENT OR SUPPLEMENTAL MEDIA
- H. COPIES OF SOFTWARE LICENSING
- I. INSTALLATION INSTRUCTIONS
- J. DETAILED TEST SCRIPTS/TEST PLANS

4. ONCE ABOVE INFORMATION IS RECEIVED, NSCM WILL CONDUCT A QUALITY  
ASSURANCE REVIEW TO ENSURE COMPLETENESS AND ACCURACY. NSCM WILL  
THEN SUBMIT PACKAGE TO EDS FOR ACTION. NSCM WILL CONTINUE  
RECEIVING BASIC RTD'S TO CAPTURE FUTURE PLANNED RELEASES, WHICH WILL  
BE MAINTAINED IN THE RTD RELEASE SCHEDULE IN ORDER TO TRACK PLANNED  
RELEASES AND UPDATES.

5. APPLICATIONS MAY BE CANCELLED IF DURING THE CERTIFICATION PROCESS THEY ARE DISCOVERED TO HAVE INCOMPLETE, INCORRECT OR CORRUPT DOCUMENTATION AND/OR MEDIA. DEFICIENT APPLICATIONS PACKAGES WILL RECEIVE A COMPLIANCE NOTICE FROM THE NMCI SOFTWARE CONFIGURATION MANAGEMENT (NSCM) OFFICE VIA TELEPHONE AND E-MAIL. THE COMPLIANCE NOTICE WILL BE SENT TO THE APPLICATION CDA STATING THE CDA HAS 48 HOURS TO SUBMIT THE UPDATED EMERGENCY RTD DELIVERABLE (EMERGENCY RTD PROCESS) OR 2 WEEKS TO SUBMIT THE UPDATED NON-EMERGENCY DELIVERABLE (NON-EMERGENCY RTD). IF THE CDA CANNOT/DOES NOT MEET THE COMPLIANCE NOTICE REQUIREMENTS, THAT APPLICATION RTD WILL BE REFERRED TO NETWARCOM (NAVY) OR TO THE MCNOSC (M/C) FOR CANCELLATION AND RESCHEDULING. UPON CONFIRMATION OF CANCELLATION FROM NETWARCOM, OR MCNOSC, THE NSCM WILL NOTIFY THE CDA AND ITS ECHELON II (NAVY)/SUPERIOR COMMAND (M/C) THAT THE RTD HAS BEEN CANCELLED AND THE RTD FOR THE APPLICATION WILL REQUIRE RESUBMISSION. THE CANCELLATION NOTICE WILL PROVIDE:

- A. GUIDANCE FOR RESUBMISSION OF A NEW RTD.
- B. IDENTIFICATION OF THE NSCM CLAIMANT CDA SUPPORT (CCS) POINT OF CONTACT WHO WILL ASSIST THE CDA WITH RESUBMISSION.

6. THE NSCM WILL SUBMIT A LIST OF APPLICATIONS RECOMMENDED FOR CANCELLATION (WEEKLY) TO NETWARCOM WITH THE FOLLOWING INFORMATION:

- A. TYPE OF DEPLOYMENT (EMERGENCY "E" OR NON-EMERGENCY "N")
- B. RTD NUMBER
- C. APPLICATION NAME AND VERSION NUMBER
- D. REQUIRED DEPLOYMENT DATE (RDD) AND RTD SUBMISSION DATE
- E. CDA POINT OF CONTACT INFORMATION
- F. ECHELON II/SUPERIOR COMMAND UIC AND POINT OF CONTACT INFORMATION
- G. REASON APPLICATION IS RECOMMENDED FOR CANCELLATION

7. NETWARCOM OR MCNOSC WILL APPROVE OR DISAPPROVE APPLICATIONS LISTED WITHIN A WEEK OF NOTIFICATION.

8. THIS NEW REQUIREMENT DOES NOT CHANGE THE NRDDG PROCESS FOR RELEASE OF QUARANTINED APPLICATIONS SOLUTIONS, DEPLOYMENT OF PATCHES, MODIFICATIONS, FIXES, UPGRADES, OR TO EXISTING APPLICATIONS OPERATING ON NMCI. RTD REMAINS THE ONLY AUTHORIZED MEANS FOR ACHIEVING RELEASE APPROVAL AND DEPLOYMENT INTO NMCI.

9. THIS NIA WILL REMAIN IN EFFECT UNTIL CANCELED OR SUPERCEDED. THE FOLLOWING NIA/NIBS REMAIN IN EFFECT: NIA 02-03, 04-03 THROUGH 07-03, NIA 09-03 THROUGH 15-03, NIA 02-04 THROUGH 06-04, NIA 08-04 THROUGH 12-04, NIB 1A, 2A, 2B, 2C, 3A, 3B, 4A, 4B.//

BT  
#8003  
NNNN  
RTD:000-000/COPIES: