

DATA DELIVERY DESCRIPTION - NOTICE OF REVISION (NOR)

This Data Delivery Description (DDD) contains the content and preparation instructions for the data product resulting from the work task specified in the contract. This DDD is used in conjunction with an Engineering Change Proposal/Value Engineering Change Proposal (ECP/VECP). A requirement for ECP/VECP submittal shall be contractually imposed in conjunction with this DDD. To propose a change to a specification, a Notice of Revision (NOR) shall be submitted.

Requirements:

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.

Format and Content. The Notice of Revision shall be prepared in contractor format or NOR form included as part of this DDD. The NOR content shall be in accordance with the contractor's processes and procedures, or as specified in the contract.

DATA DELIVERY DESCRIPTION - NOTICE OF REVISION (NOR) (Cont'd)

RELATED BLOCK #	ELEMENT	DEFINITION
1	Date	Provide the Submittal date of the NOR or NOR revision. Normally, this date will be identical to the ECP/VECP submittal date.
2	Page No.	Enter total number of pages per NOR number.
3	Originator Name and Address	Provide the Name and address of the activity submitting the NOR.
4	Originator CAGE Code	Provide the CAGE code of the ECP/VECP/NOR originator.
5	NOR Number	NOR identifier assigned by the originator, unless the use of a Government assigned number is prescribed. The NOR number typically is a suffix to the document number and it's next revision letter, or is identified as a sequenced NOR suffix to the ECP/VECP number. When the requirement in the contract identifies the NOR by ECP/VECP number, the originator shall attach a dash number (i.e., XXX-1).
6	Document CAGE Code	Provide the CAGE code of the original design activity that appears on the document to which the revision applies. If the original design activity is not the current design activity, also enter the CAGE code of the current design activity.
7	Document Number	Provide the number of the drawing, standard, specification, list or the other document(s) to which the NOR applies.
8	Title of Document	Provide the Title of the document to which the NOR applies.
9	Revision Letter	Provide the (a) existing revision and the (b) proposed revision of the document that the proposed NOR will revise. Usually the new letter will be the one following the current letter in alphabetical sequence, unless there are know outstanding NORs which may not have been incorporated.
10	ECP/VECP Number	Provide the number of the ECP/VECP describing the engineering change, which necessitates the document revision covered by the NOR.
11	Configuration Item (or system) to which the ECP/VECP applies	Provide the Government assigned system designation (if any); otherwise, the name and type designation of the configuration item to which the ECP/VECP applies.
12	Description of Revision	Exact wording of sentences or paragraphs that are to be added, or that are to replace designated sentences or paragraphs of the current document. State the dimensions, tolerances, and other quantitative requirements that are to replace current requirements. Attach a marked print, when necessary, to clearly explain the desired revision. For text documents, use a "from – to" format, or a typed revision mark-up in the description of the change.