Submitting Engineering Change Proposals (ECPs) in WAWF

A Navy user drafts an informal write-up of the proposed change which should include: issue, impact, and proposed solution. The user submits the new system requirement to their group administrator (GAM) and/or headquarter group administrator (HQ GAM). The GAM evaluates if the new requirement is in line with the organization's priorities. If it is, the HQ GAM submits the requirement to DASN (AP) where the appropriate requirements POC provides the necessary ECP template and verifies that this is not already current functionality or a user error. If the requirement is in line with DASN (AP)'s priorities, the DASN (AP) POC approves the requirement by submitting it to the PMO and follows the PMO's requirements process.

Who is my GAM?
-On the home page, select "Help/Training"
-Select "Group Administrator Lookup"
-Enter organization's DoDAAC

Document Management/Retention

The Navy personnel write Engineering Change Proposals (ECPs) and DASN (AP) stores them on the share drive. The DLA iRAPT PMO also uses the DoD approved Configuration Management tool, Serena Dimensions.