



National Aeronautics and
Space Administration

John C. Stennis Space Center
Stennis Space Center, MS 39529-6000

SPR 8739.1 Rev E1
March 2024

COMPLIANCE IS MANDATORY

John C. Stennis Space Center (SSC) Software Assurance Procedural Requirements

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Document History Log

Status/Change/ Revision	Change Date	Originator/Phone	Description
Basic	11/02/2007	Charles Fallo/8-2553	Initial Release
Rev A	06/09/10	Charles Fallo/8-2553	Updated Center Director signature block. Added section 2.9.h
Rev B	12/27/2011	Rae Lyn Anderson/8-1945	Updated sections P.1-P.4, 1.1 and all subsections, 1.2 and all subsections, 2.1-2.7. 2.9, 2.11, 2.13 and 2.15. Added sections 2.8. 2.10. 2.12. 2.14. Removed section 1.2.6 Contractor SMA. Changes made to address audit findings.
Rev C	06/15/2015	Neil Toupin/8-1109	Updated sections P.1-P.2, P.4-P.6, 1.1, 1.2, 1.2.1-1.2.3, 1.2.5-1.2.8, 2.1-2.15, and Appendix A. Added sections 1.2.9-1.2.11. Changes made to address revision of the NASA Software Safety Standard (NASA-STD-8719.13C)
Rev D	06/01/2018	Rae Lyn Anderson/8-1945	Updated sections P.4, 1.1, 1.2.6-1.2.8 Changes made to address audit findings.
Rev E	03/08/2023	Rae Lyn Anderson/8-1945	Changes made to address revision of the NASA Software Assurance and Software Safety Standard (NASA-STD-8739.8B) and the consolidation of NASA Software Safety Standard (NASA-STD-8719.13D) into NASA-STD-8739.8. P.2.c, P.4, 1.2.2, 1.2.4, 1.2.5, 1.2.6.b., 1.2.7.b.-d., 2.7.a., 2.7.b., 2.10.b., and 2.09.c. Removed Prioritizing the SA effort since it has been removed from NASA-STD-8739.8B Section 2.13.a,

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			<p>Added SSAP to 2.9.d-h., 2.10.b.-c., and 2.13.a.</p> <p>Added “SAP or if the software is determined to be safety critical a” 1.2.7.f-g.</p> <p>Added “decides to comply with SSAP-000006 instead of developing their own SSAP, they” to 1.2.7.h.</p> <p>Removed archived SPLN-7120-0004 and replaced with RMP-000006 P.4, and 1.2.1.a.</p> <p>Updated software classifications per NPR 7150.2. P.2.d.</p> <p>Removed reliability and Verification and Validation per NASA-STD-8739.8. P.2.e, 1.2.4, 1.2.5, 2.3.b., 2.9, and 2.14.b.</p> <p>Removed Waivers and replaced with Tailoring in section 2.13 to match wording in SSTD-8070-0007-CONFIG P.4</p> <p>Added SCWI-5100-0001 to per comments from Procurement</p> <p>P.2.b added “to the extent specified in their respective contracts/subcontracts.” To the first sentence per comments from Procurement</p> <p>P.2.d changed “requirements for Class F is designated” to “requirements for Class F are designated” to make grammatically correct Per ETD comment.</p> <p>1.2.1 .a changed ensuring to assuring in the second sentence to match the definitions in 1.2 per ETD comment.</p> <p>1.2.2 changed ensuring to assuring in the third sentence</p>
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			to match the definitions in 1.2 per ETD comment.
Rev E1	03/08/2024	Rae Lyn Anderson/8-1945	Admin changes made

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PREFACE

The Software Assurance (SA) procedural requirements cover the entire software life cycle for both the acquirer and provider ultimately to provide safe, quality, and cost-effective software products and systems.

P.1 PURPOSE

- a. This Stennis Procedural Requirement (SPR) specifies SA requirements for National Aeronautics and Space Administration (NASA) Stennis Space Center (SSC) projects, programs, facilities, and activities. NASA SSC is a unique facility consisting of several full-scale rocket engine/motor test facilities, component, and small engine test facilities to support engine test programs such as the NASA lead, commercial focused, private venture, and engine testing for NASA's next generation of rockets for Lunar and Mars exploration. The primary purpose of this SPR is to support the office responsible for overseeing the safe operation of these unique national test facilities.
- b. This SPR establishes the procedures necessary to comply with the SA requirements for software developed and/or acquired by NASA SSC, including open source, reuse, Government off-the-Shelf (GOTS) software, modified off-the-Shelf (MOTS) software, and Commercial off-the-Shelf (COTS) software, when included in a NASA system. It is intended to provide a common SA framework across the Center and establishes consistency from project to project and test facility to test facility. It also describes procedures and processes for analyzing and applying the appropriate SA techniques and methods to software throughout its life cycle. The primary audience for this SPR is Project Managers, Project Safety and Mission Assurance Engineers, SA Managers and Engineers, and Software Engineers.

P.2 APPLICABILITY AND SCOPE

- a. This SPR supports the implementation of NASA Policy for software as defined in NASA Policy Directive (NPD) 7120.4, *NASA Engineering and Program/Project Management Policy*. NPD 7120.4 is an overarching document that establishes policies for all software created, acquired, and maintained by or for NASA. The NASA SSC Safety and Mission Assurance Directorate (SMA) Director is the Technical Authority (TA) for this SPR in accordance with Stennis Plan (SPLN)-1200-0003, *SSC SMA TA Implementation Plan* and ensures compliance with NASA SMA related policies.
- b. This SPR is applicable to all NASA SSC personnel, NASA SSC contractors and all tiers of subcontractors to the extent specified in their respective contracts/subcontracts. It is applicable to all software and firmware including open source, reuse, GOTS, MOTS, and COTS when included in a NASA SSC system. Applicable NASA SSC systems include, but are not limited to, facilities and projects supporting test operations (propulsion and airspace) and institutional systems and software projects that support or perform NASA specific missions.

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- c. The SA requirements in this SPR flow down from NPD 7120.4 through NASA Procedural Requirements (NPRs) and NASA Standards (STDs):
- NPR 7150.2, *NASA Software Engineering Requirements*, which establishes a set of software engineering requirements to be applied throughout NASA;
 - NPR 2210.1, *Release of NASA Software*, which establishes responsibilities and procedures for the reporting, review, assessment, and release of software created by NASA;
 - NASA-STD-8739.8, *Software Assurance and Software Safety Standard*, which describes the processes and procedures for analyzing and applying appropriate SA and software safety techniques and methods to software acquired or developed by NASA.
- d. The focus of this SPR is SA classifications A-F as applicable. SA classifications as provided in NPR 7150.2, *NASA Software Engineering Requirements* are:
- Class A Human-Rated Space Software Systems
 - Class B Non-Human Space Rated Software Systems or LargeScale Aeronautics Vehicles
 - Class C Mission Support Software or Aeronautic Vehicles, or Major Engineering/Research Facility Software
 - Class D Basic Science/Engineering Design and Research and Technology Software
 - Class E Design Concept, Research, Technology, and General Purpose Software
 - Class F General Purpose Computing, Business, and IT Software
- According to NPR 7150.2, *NASA Software Engineering Requirements*, requirements for Class F are designated by the Chief Information Officer (CIO). As such, SA is only performed on Class F upon request or as designated by the CIO.
- e. SA consists of three (3) SA disciplines; Assurance, Safety, and Independent Verification and Validation (IV&V) as defined in NASA-STD-8739.8. The results of the SA Classification Assessment for each project will assist in determining the scope of the SA effort including the level of effort for each discipline.
- f. In the event of a conflict between a NPD, NPR, or a STD with this SPR, the information provided in the NPD, NPR, or STD takes precedence.

P.3 AUTHORITY

NPD 7120.4, *NASA Engineering and Program/Project Management Policy*

P.4 APPLICABLE DOCUMENTS

All references are assumed to be the latest version unless otherwise specified.

- a. NASA-STD-8739.8, *Software Assurance and Software Safety Standard*

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- b. NPR 1441.1, *NASA Records Management Program Requirements*
- c. NPR 2190.1, *NASA Export Control Program*
- d. NPR 2210.1, *Release of NASA Software*
- e. NPR 2800.2, *Information and Communication Technology Accessibility*
- f. NPR 7120.5, *NASA Space Flight Program and Project Management Requirements*
- g. NPR 7150.2, *NASA Software Engineering Requirements*
- h. NPR 8715.3, *NASA General Safety Program Requirements*
- i. SBCC-1150-0013, *Risk Review Panel (RRP) Charter*
- j. SCWI-8730-0003, *SSC Safety and Mission Assurance Procurement Assurance Review*
- k. SCWI-3410-0002, *Training and Development Plan*
- l. SCWI-8710-0001, *SSC Systems Safety and Health*
- m. SCWI-8710-0004, *SSC Internal and External Audit Process*
- n. SOI-8080-0015, *Configuration Control of Technical Systems*
- o. SOI-8080-0052, *Software Life Cycle and Development Process*
- p. SPLN-1200-0003, *SSC SMA Technical Authority Implementation Plan*
- q. SPLN-3410-0004, *SSC Personnel Training Plan for Safety and Mission Assurance*
- r. SPR 1440.1, *Records Management Program Requirements*
- s. SPR 8715.1, *Safety and Health Program Requirements*
- t. SSTD-8070-0007-CONFIG, *Waiver and Alternate Standard Requests*
- u. SWI-5100-0007, *SSC Procedures for Review and Approval of Procurement Documents*
- v. SCWI-5100-0001, *SSC Procedures for Initiating the Purchase of Supplies and Services*
- w. SPLN-7120-0015, *SSC Organizational Risk Management Plan for Engineering and Test Directorate*

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P.5 MEASUREMENT AND VERIFICATION

Compliance with this procedure will be monitored through the SSC Management System and SMA by objective evidence, such as training records, functional SMA organization chart, SA role assignment provided, Annual Operating Agreement, SMA Work Instructions generated, and SA task developed products (reference Section 2.13).

P.6 CANCELLATION

SPR 8739.1 Rev D, dated July 27, 2018.

Original Signature on File

Richard J. Gilbrech, Ph.D.
Director

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CHAPTER 1 ORGANIZATION

1.1 Organizational Structure

Successful compliance and management of all NASA SSC SA activities requires the involvement of various groups at many levels of the project and NASA SSC organization. Figure 1 shows the NASA SSC management and personnel responsible for assuring SA reporting activities are implemented to comply with NASA-STD-8739.8, *Software Assurance and Software Safety Standard*.

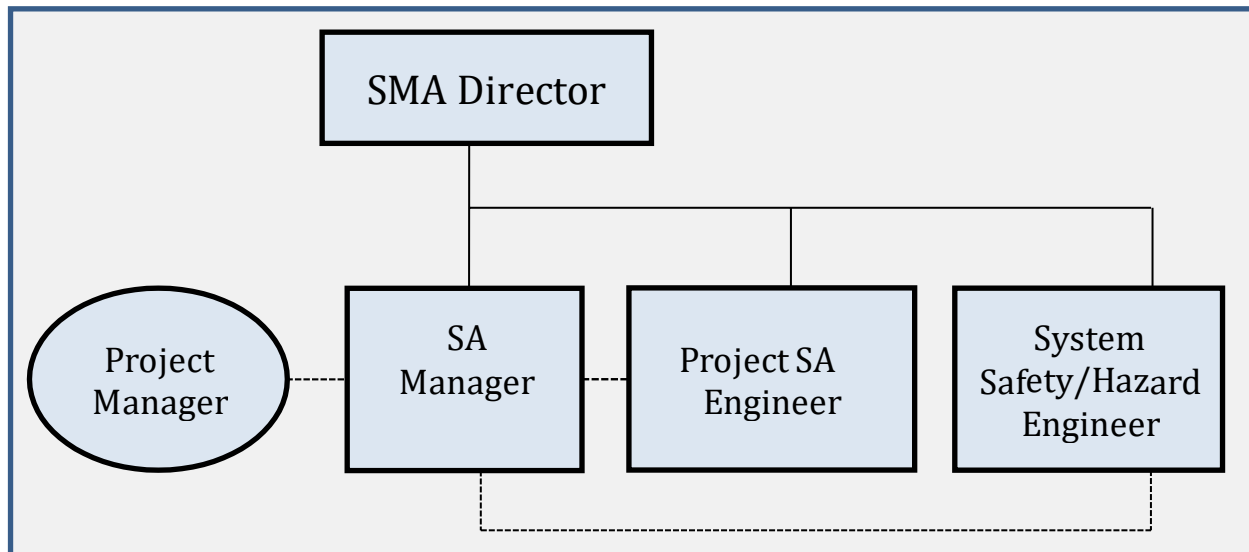


Figure 1 Organizational Chart for Management of SA Reporting Activities

Figure 2 depicts the “directional steps” for the governing lines of authority for resolving SSC SA issues. This is to assure all unresolved SA issues are elevated to the appropriate governing authority in compliance with NPR 7150.2.

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Figure 2 Governing Lines of Authority for Resolving NASA SSC SA Issues

1.2 Roles and Responsibilities

This section of the SPR identifies and describes the SA roles and responsibilities of the various NASA SSC personnel. For clarification, the terms *assuring* and *ensuring* have the following usage:

- Assuring is used when SA practitioners make certain the specified SA activities have been performed by others.
- Ensuring is used when SA practitioners themselves perform the specified SA activities.

1.2.1 Project Management

- Project Management is responsible for making sure the appropriate criteria are in place to assure compliance with NPD 7120.4, NPR 7150.2, NPR 2210.1, and this SPR. Additionally, Project Management is responsible for assuring the Project SA Engineer performs SA functions with support from the software developing organization(s) according to this SPR throughout the project life cycle relative to the software classification level. Project Management assures and enables (through appropriate project authority and funding) SA cohesiveness of and compliance with SSC processes (e.g.,

SBCC-1150-0013, RRP Charter, SPLN-7120-0015, SSC Organizational Risk Management Plan for Engineering and Test Directorate, Stennis Organizational Instructions (SOI)-8080-0015, Configuration Control of Technical Systems, and SOI-8080-0052, Software Life Cycle and Development Process).

- Project Management shall appropriately fund the effort to develop the Preliminary Hazard Analysis (PHA), Hazard Analysis (HA), and/or System Hazard Analysis (SHA) as defined in Stennis Common Work Instruction (SCWI)-8710-0001, including the funding of Software Engineering personnel to provide expertise to the System Hazard Engineer/System Safety Engineer during the development of these artifacts.

1.2.2 SMA Director

The SMA Director is responsible for ensuring compliance with NPD 7120.4, NPR 7150.2, NPR 2210.1, and this SPR, at NASA SSC for all software related projects. The SMA Director is responsible for ensuring the SA project staff, including both the acquirer and provider, are performing the tasks according to NASA-STD-8739.8, the SA plan, and the contract.

Additionally, the SMA Director will identify trained SA Managers and provide the appropriate resources to assure project compliance with NASA SA Policy.

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1.2.3 Software Assurance Manager

- a. The SA Manager is responsible for ensuring the appropriate SA requirements are specified in the project requirements documentation with the objective of ensuring SA compliance throughout the project life cycle. Additionally, the SA Manager shall ensure the software acquirer and provider understand the SA requirements. The SA Manager's key tasks are:
 - Executing, directing, and managing the SA procedural requirements according to the Software Assurance Plan (SAP) or Software Safety and Assurance Plan (SSAP).
 - Conducting and documenting periodic reviews, audits, and assessments throughout the project's life cycle.
- b. Additionally, the SA Manager will ensure the SA Classification is identified and the appropriate level of SA effort is applied. Tailoring the implementation of the SA effort for a specific project is dependent upon the software's SA Classification(s).

1.2.4 Project SA Engineer

The Project SA Engineers are responsible for performing SA and Software Safety (SS) functions on their assigned projects throughout the project life cycles. These functions are accomplished through inspections, witnessing of activities, conducting surveillance, and verification of artifacts and processes. Additionally, a key role for the Project SA Engineer is to coordinate with the respective project's team to ensure all SA and SS requirements and procedures are being satisfied.

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1.2.5 System Hazard Engineer/System Safety Engineer

The System Hazard Engineer/System Safety Engineer is responsible for performing PHA, HA, and SHA according to NPR 8715.3, *NASA General Safety Program Requirements*, NASA-STD- 8739.8, SPR 8715.1, *Safety and Health Program Requirements*, and SCWI-8710-0001, *System Safety and Health*, for identifying the hazards within a system, including software, and for determining the software's safety-criticality. A key role, throughout the project life cycle, is to coordinate with other project safety and software engineers and project management to identify system hazards and determine the software's contribution to safety, controls, design features, verifications and requirements needed to assure safer software operation within the system.

1.2.6 Software Acquirer

- a. The Software Acquirer (or customer) is the entity or individual who specifies the requirements for the software and accepts the resulting software products. These are generally NASA SSC Civil Servants or Prime Contractor personnel.
- b. The Software Acquirer is responsible for addressing requirements as specified in NASA-STD-8739.8, or to the extent specified in the contract or other agreement such as a Memorandum of Agreement/Understanding. Specifically, the Software Acquirer is responsible for specifying the SA requirements for the entire life cycle of the product.
- c. The Software Acquirer or SMA is responsible for evaluating the proposals to verify the SA and software engineering requirements in the Request for Proposal (RFP) have been addressed per SWI-5100-0007.
- d. The Software Acquirer shall contribute to the development of the PHA, HA, and/or SHA as defined in SCWI-8710-0001, by providing technical expertise to the System Hazard Engineer/System Safety Engineer during the development of these artifacts.
- e. The Software Acquirer shall participate in pre-award surveys as defined in SCWI-8730-0003, by reviewing procurements determined to have higher level quality for software (NASA Form 1707).

1.2.7 Software Provider

- a. The Software Provider (or supplier) refers to the entities or individuals that design, develop, implement, test, operate and maintain the software products.
- b. The Software Provider is responsible for addressing requirements as specified in NASA-STD-8739.8, or to the extent specified in the contract or other agreement such as a Memorandum of Agreement/Understanding.

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- c. The Software Provider is responsible for ensuring the software acquired for NASA follows NASA-STD-8739.8. The provider shall flow down the requirements of NASA-STD-8739.8 to any subcontractor who develops, tests, maintains, operates, or provides the services for the software.
- d. The provider shall assure that the subcontractor(s) satisfies the requirements of NASA-STD-8739.8.
- e. The Software Provider shall contribute to the development of the PHA, HA, and/or SHA as defined in SCWI-8710-0001, by providing technical expertise to the System Hazard Engineer/System Safety Engineer during the development of these artifacts.
- f. If the Software Provider is a contractor, they shall submit a baseline SAP or if the software is determined to be safety critical a SSAP as a response to the RFP.
- g. If the Software Provider is a government organization, they shall submit an SAP or if the software is determined to be safety critical a SSAP during project formulation.
- h. If the Software Provider decides to comply with SSAP-000006 instead of developing their own SSAP, they shall submit any proposed deviations from SSAP-000006 to the acquirer as a variance as defined in SOI-8080-0015, *Configuration Control of Technical Systems*.

1.2.8 SSC Independent Verification and Validation (IV&V) Liaison

In the event a project warrants IV&V support, a liaison to the IV&V facility from SMA will be assigned. The IV&V liaison serves as the project point of contact to support and coordinate the planning, execution, and scoping of the IV&V effort. The specific software components, exchange of information/data and tasks to be performed will be documented in an IV&V Project Execution Plan. The key role for the SMA IV&V liaison will be facilitating the communication and exchange of electronic information and data between the project and the IV&V project representatives.

1.2.9 Software Release

SA personnel are responsible for supporting the process for releasing software outside of SSC. SA personnel shall ensure the software proposed for release meets all applicable Center and Agency requirements and standards for software development and assurance. SA personnel are responsible for providing a concurrence for the assigned software release category.

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1.2.10 Section 508 Compliance

Per NPR 2800.2, the Office of the Chief Information Officer (OCIO) will ensure software compliance with Section 508 of the Rehabilitation Act of 1973, as implemented via 36 Code of Federal Regulations 1194.

1.2.11 Export Control

Per NPR 2190.1, the Center Export Administrator will ensure software compliance with United States export control laws and regulations.

CHAPTER 2 SOFTWARE ASSURANCE PROCESS

2.1 Definition

NASA SSC is a unique facility consisting of several one-of-a-kind rocket engine/motor test facilities that are national assets. The NASA SSC SA process is a planned and systematic set of activities to ensure the conformance of SA life cycle processes and products. SA assures the software, and its related products meet their specified requirements, conform to standards and regulations, are consistent, complete, correct, safe, secure, and reliable as warranted for the system and operating environment and satisfy customer needs.

2.2 Implementation

- a. This SPR shall apply to and be referenced in new contracts and subcontracts which develop software for NASA SSC systems.
- b. The procuring NASA SSC Directorate shall comply with this SPR and work with the SSC SMA Director and SSC SA Manager to make a conscious, documented decision as to how best to apply these requirements to current contracts and ongoing projects.

2.3 NASA SSC Software Life Cycle Management Requirements

- a. NASA SSC personnel shall conform to the applicable sections of software life cycle management requirements in NPR 7120.5, *NASA Space Flight Program and Project Management Requirements*. Life cycle phases determine which activities will be performed. The NASA SA Standard requirements shall be incorporated to assure adherence to each of the SA disciplines throughout the project life cycle.
- b. The Program/Project SAP shall define the following key SA disciplines as described in NASA-STD-8739.8:
 - SA

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- SS
- Software IV&V

- c. The NASA SSC SA requirements shall be assured for the duration of the software's life cycle which includes acquisition, development, acceptance, operation, maintenance and retirement for the Software Classification and SS Criticality. The NASA-STD-8739.8 Requirements Compliance Matrix shall be used as a SA requirements life cycle compliance checklist.
- d. Management of NASA SSC SA activities shall be implemented as part of the project formulation stage.

2.4 Software Assurance Acquirer and Provider

- a. The SA Acquirer and Provider participate and work together towards the success of the project. The Acquirer defines and ensures execution of the SA requirements, and the Provider is ultimately responsible for the development of the software products and adherence to the project's software and SA requirements. The majority of the time, from a project perspective, the NASA SSC SMA, SA, and Project organizations fulfill the Acquirer role.
- b. The Acquirer and Provider roles, as described in Section 1.2 and defined in NASA-STD-8739.8, shall be used as guidance to tailor the project requirements, contract, and the SAP to assure SA compliance.

2.5 Functional SA Role Assignment and Resources

- a. Prior to performing any SA Process activities, the SMA Director shall assure all functional SA roles are assigned and resources provided as described in Section 1.2 above.
- b. Functional SA roles shall include the respective Project SA Engineer(s), the SA Manager, and the System Hazard Engineer/System Safety Engineer.

2.6 Software Assurance Classification Assessment

- a. The SA Manager and the Project SA Engineer(s) shall perform and participate in a SA Classification Assessment of the project software and software components. The Software Classification Assessment shall be performed in accordance with NASA-STD-8739.8 and SOI-8080-0052.
- b. The NASA SSC Software Assurance Classification Report (SACR) shall be completed and signed either electronically in Design and Data Management System (DDMS) or via

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a completed and signed SSC Form SSC809 placing it under configuration control by the appropriate authorizing board as defined in center policies.

- c. The SA Classification Report shall be used to prioritize SA level of effort for NASA SSC software.

2.7 Software Safety

- a. Safety Critical Systems, as defined in NPR 8715.3, which include software must be evaluated for the software's contribution to system safety early in the acquisition or planning phase. The SS Litmus Test is used to determine if the software is safety critical. Unless the evaluation proves the software is NOT involved in system safety of the project, the software shall be assumed to be safety-critical; therefore, NASA-STD-8739.8 and NPR 7150.2 shall be followed. NASA-STD-8739.8 requirements must be met, but the implementation and approach may vary dependent upon the risk posed by the safety critical software on the safety functions of the system. The NASA-STD-8739.8 Requirements Compliance Matrix shall be used as a checklist to ensure requirements coverage.
- b. The project System Hazard Engineer/System Safety Engineer shall conduct a PHA, HA, and/or SHA per NPR 8715.3, SPR 8715.1, and NASA-STD-8739.8 and develop a report(s). The HA or SHA is used to establish the Risk Assessment Code.
- c. The SA Manager and/or Project SA Engineer shall participate in the review of the system software PHA/HA report(s).
- d. The project shall fund the Software Engineer's (both Acquirer and Provider) time to participate in the development of the PHA, HA, and/or SHA and review of the system software PHA/HA report(s).
- e. Software shall be analyzed by the System Hazard Engineer/System Safety Engineer and SA Engineer to determine if software has a potential for causing a hazard, and/or is part of a system that controls, monitors, or mitigates a hazard.
- f. During the operational phase, all system discrepancies and configuration changes shall be reviewed and analyzed for system safety impacts by the SA Manager and/or Project SA Engineers. If adverse system safety effects are expected and/or exist, the HA shall be updated.

2.8 Software Quality Assurance

- a. The SA Manager and/or Project SA Engineer shall ensure quality is built into the software products by reviewing, evaluating, and supporting the development of project software related products and processes (i.e., plans, procedures, requirements, design documents, verification documents, reports, metrics, schedules, and records) for SA compliance.

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- b. The SA Manager and/or Project SA Engineer shall investigate, audit, review and/or evaluate the execution of project software life cycle processes for SA compliance and adherence to the project SA plan. The results and/or findings for each event shall be documented in a report(s) and maintained in the project records or as defined in Center processes.
- c. The SA Engineer shall participate, conduct, and attend formal reviews, audits and inspections and conduct informal project meetings to assure software quality issues are addressed. The results and/or findings for each event shall be documented in a report(s) and maintained in the project records.

2.9 Software Assurance Plan

- a. Each program or project consisting of Class A-E software shall develop an SAP conforming to NASA-STD-8739.8, and document all the required software development and maintenance activities.
- b. Each program or project consisting of safety-critical software shall develop a Software Safety Plan conforming to NASA-STD-8739.8, and document all the required software development and maintenance activities for safety-critical software. This plan may be combined with the SAP for the same program or project to improve efficiency. The combined document shall be known as a SSAP.
- c. NPR 7150.2 handbook [Topic 8.16](#) SAP, or SSC SSAP-000006 stored in [DDMS](#) shall be used as an outline for the SSAP development. For smaller projects, this may be incorporated in another project planning document or in the Project Quality Assurance Plan.
- d. The SAP or SSAP shall be developed during the project planning phase by the SA Manager and/or Project SA Engineer and formally staffed and approved by the project team.
- e. Each Program/Project shall follow their respective SAP or SSAP.
- f. The provider's/supplier's SAP or SSAP may be used in lieu of the acquirer SAP or SSAP provided the plan is reviewed and approved by NASA SA Engineer as equivalent to or more stringent than the requirements of SSAP-000006.
- g. The SAP or SSAP shall detail the organizational structure and SA and SS activities required to accomplish SA and SS and as defined in NASA-STD-8739.8.
- h. The SAP or SSAP shall describe a software metrics collection and reporting process that complies with NASA-STD-8739.8.

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2.10 Software Assurance Metrics

- a. The SA Manager and Project SA Engineer will coordinate with the program or project team to assure the collection, analysis, and documentation of metrics data.
- b. The project-specific SA metrics shall be defined in the project SAP or SSAP. These metrics shall be tracked, updated, and reviewed on a periodic basis (i.e., monthly, bi-monthly, quarterly) as defined in the SAP or SSAP.
- c. The results shall be recorded and maintained as defined in the SAP or SSAP.

2.11 Software Assurance Task Review Process

Throughout the program or project life cycle, which includes the acquisition, development, acceptance, operation, maintenance and retirement phases, the SA task activities shall be monitored by the SA Manager, and/or the Project SA Engineer to ensure SA practices remain in place and are being followed accordingly.

2.12 Software Assurance Task-Developed Products/Documents

- a. The products and records developed by the SA activities shall, at a minimum, include the following:
 - NASA SSC SACR
 - Specific Project SA PHA, HA, and SHA Reports as applicable
 - Specific Program, Project, or Facility SAP or SSAP
 - Audit Schedule
 - Process/Product Audit Reports
 - SA Status Reports
 - Deviations or Tailoring as applicable
 - Metrics (and Metrics reports)
 - Analysis
- b. Records shall be maintained in accordance with NPR 1441.1, *NASA Records Management Program Requirements*, and SPR 1440.1, *SSC Records Management Program Requirements*.

2.13 Tailoring, and Deviations

- a. Implementation of the NASA SSC SA requirements may be tailored based on the NASA SSC SACR, as well as size, complexity, criticality, and risk as defined in the project's Software Management Plan and/or SAP. The tailoring shall be performed in accordance with NASA-STD-8739.8 and NPR 7150.2.

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- b. SSC SA tailoring and/or variances shall be documented on the SSC Form SSC-517 and processed in accordance with NPR 8715.3, NASA-STD-8739.8 and the governing TA per Variance and Alternate Standard Requests, Stennis Standard (SSTD-8070-0007-CONFIG). Instructions for completing Form SSC-517 are documented in SSTD-8070-0007-CONFIG.

2.14 Training

- a. All personnel who manage, develop, implement and/or perform SA activities shall be trained and possess the proper skills for the SA endeavors. Refer to SPLN-3410-0004, *Personnel Training Plan for Safety and Mission Assurance*, and SCWI-3410-0002, *Training and Development Plan*. SA personnel performing audits shall complete the Team Auditor training courses defined in SCWI-8710-0004.
- b. Types of training include, but are not limited to, items shown below:
- SA
 - SS
 - Software System Safety
 - Software Engineering Design Methods and Languages
 - Software Processes
 - Software Development Environments
 - Software Security
 - Software Tools
 - Software Testing Techniques
- c. Program and/or Project SAPs shall identify and tailor the training requirements to meet the needs of the Program or Project for implementing the SA activity.
- d. Appropriate records of training shall be maintained in the System for Administration, Training and Education Resources for NASA.

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APPENDIX A – ABBREVIATIONS AND ACRONYMS

CIO	Chief Information Officer
COTS	Commercial-off-the-Shelf software
DDMS	Design and Data Management System
GOTS	Government-off-the-Shelf software
HA	Hazard Analysis
IV&V	Independent Verification & Validation
MOTS	Modified-off-the-Shelf software
NASA	National Aeronautics and Space Administration
NPD	NASA Procedural Directive
NPR	NASA Procedural Requirement
OCIO	Office of the Chief Information Officer
PHA	Preliminary Hazard Analysis
RRP	Risk Review Panel
SA	Software Assurance
SACR	Software Assurance Classification Report
SAP	Software Assurance Plan
SBCC	Stennis Board/Council/Committee Charter
SCWI	Stennis Common Work Instruction
SHA	System Hazard Analysis
SMA	Safety and Mission Assurance Directorate
SOI	Stennis Organizational Instructions
SPLN	Stennis Plan
SPR	Stennis Procedural Requirement
SS	Software Safety
SSAP	Software Safety and Assurance Plan
SSC	(John C.) Stennis Space Center
SSTD	Stennis Standard
STD	Standard
TA	Technical Authority