



DEPARTMENT OF THE NAVY
COMMANDER OPERATIONAL TEST AND EVALUATION FORCE
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POLICY AND INFORMATION NOTICE 11-02

SUBJ: VERIFICATION OF CORRECTIONS OF DEFICIENCIES PROCESS AND PROCEDURES

Ref: (a) COMOPTEVFORINST 3960.1

Encl: (1) Verification of Corrections of Deficiencies (VCD) Procedures

1. PURPOSE. This notice provides policy on the processes and procedures for the conduct of verifying the correction of deficiencies identified during Operational Testing (OT).

2. BACKGROUND. Formalized test design has greatly improved the rigor, defendability, and repeatability of our operational assessments and evaluations. The same rigor has not been consistently applied to the Verification of Corrections of Deficiencies (VCD) process. The goal is to conduct the minimum, adequate test necessary to ensure the deficiency has been corrected and no new deficiencies have been introduced as a result of the corrective action. When conducted as part of a formal period of OT, such as a Follow-on Operational Test and Evaluation (FOT&E), standard procedures for the development of an operational test plan apply. However, many VCD activities occur outside formally scheduled Operational Test and Evaluation (OT&E) periods. It is essential we maintain the agility to respond to program office requests for evaluations of corrective actions at the earliest opportunities. VCDs should be structured to capture sufficient data to demonstrate whether or not the deficiency(ies) have been corrected. Because of the wide diversity of the activities conducted under the VCD process, there is no mandatory template for the VCD Data Management and Analysis Plan (DMAP). The DMAP should be tailored to address the following areas in the most succinct manner possible:

- Describe the original deficiency(ies) to be evaluated.
- Describe the corrective action that has been taken.
- Describe the scope of the VCD.
- Describe the test methodology.

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- Identify the specific resources required and any shortfalls.

3. GUIDANCE. All Warfare Divisions shall follow the procedures provided in enclosure (1) to support the planning and execution of VCDs.

4. IMPLEMENTATION. This policy is effective immediately.

5. ACTION. This PIN will be incorporated into the upcoming revision of reference (a).

A handwritten signature in black ink, appearing to read "David A. Dunaway", with a long horizontal flourish extending to the right.

DAVID A. DUNAWAY

Distribution: (COMOPTEVFORINST 5216.2P)

List I

List III

Verification of Corrections of Deficiencies (VCD) Procedures

1. Introduction.

a. Per SECNAV M-5000.2, DoN Acquisition and Capabilities Guidebook: "While specific OT report tracking and response mechanisms are not required, programs should review OT reports and formally respond with plans for addressing or deferring the correction of deficiencies. The purpose of VCD is to confirm correction of deficiencies identified during IOT&E [Initial Operational Test and Evaluation] or FOT&E. This evaluation should apply to only those deficiencies that have been corrected. VCD can occur through COMOPTEVFOR review and endorsement of corrective actions or, in some cases, through an end-to-end test of the complete system, depending on the complexity of the system and the extent of the deficiencies. Where retest of deficiencies is required, a VCD can occur as part of formal FOT&E or as a specific test limited to the verification effort. The DA [Developing Agency] should submit VCD requests to COMOPTEVFOR with an information copy to CNO (N091). The TEMP [Test and Evaluation Master Plan] need not be updated/revised prior to a VCD. Rather, the VCD and its results should be incorporated in the next scheduled TEMP update/revision. The VCD request to COMOPTEVFOR from the DA should identify the deficiency(ies) corrected. An OTRR [Operational Test Readiness Review] is not required prior to commencing a VCD."

b. The basis of the VCD procedure is the approved test plan for the test phase that identified the deficiency. In some instances, the complete test plan methodology may not be necessary (minimum and adequate) for verifying correction of the deficiency(ies). As such, the cognizant Warfare Division must develop a minimum and adequate approach for verifying the corrected deficiency(ies) with its basis aligned with the originally approved test plan.

2. Procedures. The following steps shall be used by the Warfare Division for conducting a VCD.

a. Receive VCD request. The Warfare Division shall only conduct a VCD once a VCD request has been received from the DA for the system. This request will identify the specific deficiency(ies) that have been fixed and that the DA deems ready for Operational Test and Evaluation force (OPTEVFOR) to verify its correction. The Operational Test Director (OTD) shall

ensure that the VCD request is in written form (i.e., Naval message, letter, or e-mail).

b. Develop VCD DMAP. When a VCD is requested, the cognizant Warfare Division shall produce a DMAP to define the VCD scope. The DMAP will focus on the data to be collected to determine whether the original deficiency has been corrected or mitigated to such an extent as to merit recharacterization. The Warfare Division shall identify the minimum, adequate test needed to determine whether the specific deficiency(ies) has been corrected or substantially mitigated. In many cases, it will not be necessary to conduct an end-to-end test to verify that appropriate corrective action has been taken. Where an end-to-end test is deemed necessary, the initial premise should be that the VCD will involve a subset of the vignettes developed for the original test. The cognizant Warfare Division shall draft a DMAP that contains the following for each deficiency identified in the VCD request:

- Describe the original deficiency(ies) to be evaluated.
- Describe the corrective action that has been taken.
- Describe the scope of the VCD:
 - Number of days of lab/ground test, number of sorties, steaming days, missile shots in broad terms.
- Describe the test methodology:
 - Where appropriate, reference vignettes or test events from the previously approved OT plan or the Integrated Evaluation Framework; describe any newly constructed vignettes.
- Identify the specific resources required and any shortfalls.

c. Regression Testing. The Warfare Division, with the support of the Test Analysis and Execution Division, shall assess what, if any, regression testing is required given the scope of changes made to fix the original deficiency(ies). Include any regression testing requirements in the VCD DMAP.

d. Convene Analysis Working Group (AWG) . Convene the AWG with the addition of the Division A-Code and a Mission-Based Test Design (MBTD) core facilitator to examine the draft VCD DMAP to include any proposed regression testing.

e. Warfare Division Director VCD Execution Memo. The Warfare Division Director shall forward a VCD Execution Memo to COMOPTEVFOR that describes the VCD methodology for each

deficiency requested by the DA. The memo shall include the DMAP elements as describe in paragraph 2(b) above.

f. VCD Reporting. The results of the VCD shall be articulated in a letter report. The VCD format is provided on the OPTEVFOR Y drive.

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