Configuration Management Plan

Project Name: [Your Software Project Name]
Date: [YYYY-MM-DD]
Version: 1.0
Prepared by: [Author Name]

1. Purpose

This Configuration Management Plan (CMP) defines the processes and procedures for managing configuration items (CIs) throughout the lifecycle of the software project. It ensures integrity, traceability, and control over all project artifacts.

2. Scope

This CMP applies to all software, documents, and related artifacts in the [Project Name] project, covering development, testing, deployment, and maintenance phases.

3. Roles and Responsibilities

Role	Responsibility
Configuration Manager	Establishes and oversees configuration process, reviews and approves changes.
Project Manager	Ensures CMP is followed and integrated with overall project activities.
Development Team	Implements changes, maintains records for assigned CIs.
QA Team	Verifies configuration status and audits configuration baseline.

4. Configuration Identification

The following types of items are considered configuration items (CIs) in this project:

- Source code and binaries
- Requirements documents
- Design specifications
- Test cases and test scripts
- User manuals and documentation
- Deployment scripts and configurations

5. Configuration Control

1. All changes to CIs must be requested via formal change requests.
2. Change requests are reviewed by the Configuration Control Board (CCB).
3. Approved changes are tracked and managed in the version control system.

6. Configuration Status Accounting

Configuration status accounting will be maintained using project management tools, documenting:

- Current versions and revision history of all CIs
- Status of change requests
- Baseline identification and records

7. Configuration Audits

- Periodic audits will verify CI completeness and conformance.
- Audit results are reported to project stakeholders.

8. Tools

Tool	Purpose
Version Control System (e.g., Git)	Manages source code and documentation versioning.
Issue Tracking System (e.g., Jira)	Tracks changes, issues, and configuration status.
Build Server (e.g., Jenkins)	Automates builds and deployment of baselines.

9. References

- IEEE Std 828-2012: Configuration Management in Systems and Software Engineering
- [Other relevant documents]