**Data Item Description**

**Master Record Index**

**E011**

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**PURPOSE**

The Master Record Index (MRI) defines the configuration of the build of the Equipment, the relationship between documentation and the Equipment hierarchy, and the relationship between support equipment and the Equipment hierarchy.

**REFERENCES**

This DID must be read in conjunction with Schedule A (General Conditions) and the corresponding SOW reference.

**PREPARATION INSTRUCTIONS**

This Data Item shall comply with the general format, content and preparation instructions set out in Part 1 (Introduction) of Schedule D1 (SOW) and Part 1 of Schedule D2 (SDRL).

**FORMAT AND CONTENT**

1. As a minimum, the MRI shall consist of the following:
2. Index of Amendments And Modifications;
3. Asset Breakdown Structure;
4. Index of Configuration Documentation;
5. Index of Ancillary Equipment.

**Index of Amendments and Modifications**

1. Index of ‘amendments and modifications’ shall list all amendments and modifications introduced that effect the Equipment design.

**Asset Breakdown Structure**

1. The Asset Breakdown Structure (ABS) shall list, in hierarchical form, all the Equipment, subsystems and parts constituting the Equipment.
2. For each piece of Equipment, the ABS shall detail the following information:
3. ABS Number (ABSN): this field shall define a unique identification number for each line entry;
4. Name: this field shall detail the name allocated to the line entry;
5. Type: this field shall detail whether the line entry item is a Hardware or Software;
6. Hardware: this field is applicable to Software line entries only and shall detail the Hardware that the Software is resident in;
7. Parent ABSN: this field shall detail the ABSN of the line entry’s parent (or next higher level assembly);
8. Indenture Level: this field shall detail the indenture level of the line entry within the ABS (eg level 1 is the highest level in the structure); and
9. Supplier Part Number: this field shall document the Supplier Part Number for the line entry.
10. Supplier Part Number Revision: this field shall document the revision of the Supplier Part Number;
11. Supplier Part Number Status: this field shall contain the status of the Part Number (e.g. PROPOSED, CURRENT, OBSOLETE and HISTORICAL);
12. OEM Part Number: this field shall document the Supplier Part Number for the line entry;
13. OEM Part Number Revision: this field shall document the revision of the Supplier Part Number, as applicable;
14. Alternate OEM Part Numbers: When more than one variant of a part has been used in the construction of the Equipment the alternate part numbers used shall be provided (including revision);
15. Quantity Fitted: this field shall document the quantity of the Item fitted to the Item’s next higher assembly;
16. Quantity Procured: This field shall document the quantity of the item procured, applicable only to the Equipment level.

**Index of Configuration Documentation**

1. The Index of Configuration Documentation (IOCD) shall list the Configuration Documentation describing the functional, allocated and product baselines for the System.
2. For each document, the IOCD shall detail the following information:
3. Reference ABSN. This field shall detail the ABSN(s) from the ABS that the document is applicable to;
4. Reference Equipment Name. This field shall detail the name(s) from the ABS that the document is applicable to;
5. Document Number: This field shall detail the number of the document;
6. Document Revision. This field shall detail the Revision of the Document;
7. Document Title. This field shall detail the title of the document;
8. Document Type. This field shall detail the type of document the Document belongs to, for example:
   1. Drawing;
   2. Specification Sheet;
   3. System Manual;
   4. Operating Manual;
   5. Maintenance Manual;
   6. Installation Manual (includes setting to work);
   7. Design Guidance Data Compliance Matrices (from SDRL E001, E002, E003);
   8. Equipment Specifications Table (from SDRL E001, E002, E003);
   9. Interface Data Sheet;
   10. IPMS Signal List;
   11. Software Version Description;
   12. Test Plans & Procedures;
   13. Test Reports;
   14. Other (please specify);
9. Drawing Type. This field shall detail the type of drawing when drawings are listed (eg P&ID, System Block Diagram, Wiring Diagram, General Arrangement, Reliability Block Diagram, Other (please specify), etc).

**Index of Ancillary Equipment**

1. The Index of Ancillary Equipment (IAE) shall list the Support Equipment required to support the maintenance/operation of the System and its constituent Items. ***Note: Support Equipment includes, but shall not be limited to Automatic Test Equipment and Special-to-Type Tooling***.
2. For each piece of Support Equipment, the IAE shall detail the following information:
3. Support Equipment Name. This field shall document the name of the Support Equipment;
4. Support Equipment Part Number: This field shall document the support equipment part number.
5. Support Equipment Type. This field shall document the support equipment type the Support Equipment belongs to (for example Ground Support Equipment, Automatic Test Equipment, Special to Type Tooling, etc);
6. Reference ABSN. This field shall document the ABSN(s) from the ABS that the Support Equipment is applicable to;
7. Part Revision. This field shall document the Part revision supported by the Support Equipment; and
8. Affected Part Numbers. If the Item(s) supported by the Support Equipment is (are) below the ABSN level then this field shall document the Part Number(s) of the Item(s) supported by the Support Equipment.

**SPECIAL INSTRUCTIONS**

The submission shall be made in MS Excel format with each listing resident on a suitably named tab (eg ABS, IOCD, IAE).