



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Chief Information Officer

---

Special Attention of:

Transmittal for Handbook No: 3252.1

Issued: February 27, 2002

---

1. This Transmits: New Handbook 3252.I, Configuration Management Policy

2. Summary:

The purpose of the Configuration Management (CM) Policy is to improve the management of HUD's computer software configuration and improve computer software delivery by implementing standard computer software (CM) policies.

The Scope of HUD's CM Policy is to:

- Provide oversight of the CM automated tool implementation. This will resolve long-standing IG audit items and improve the delivery of software.
- Develop and implement HUD's CM policies over software, hardware, and networks. This ensures that standard practices are identified, ensures compatibility of implementation at HUD, and improves HUD's ability to share resources across multiple projects

The goal of the CM is to establish and maintain the integrity of software work products throughout the project's software life cycle. CM involves identifying the configuration of the software (i.e., selected software work products and their descriptions) at given points in time, systematically controlling changes to the configuration through the use of version control and check-in/check out process, and maintaining the integrity and trace ability of the configuration throughout the software life cycle. The work products placed under CM include the software products that are delivered to the customer (e.g., the Software Development Methodology (SDM) documentation and the software code) and the items that are identified with or required to create these software products.

3. Filing Instructions:

Remove:

Insert:

None

Handbook 3252.1, dated 1/2002

Distribution: W-3-1