DATA ITEM DESCRIPTION

1. DID NUMBER: -
2. TITLE: DISPOSAL PLAN
3. DESCRIPTION and intended use

The Disposal Plan (DISP) provides details of the Contractor's analysis of, and proposed recommendations for, the Disposal of Contractor Managed Commonwealth Assets (CMCA) that may require Disposal.

The Contractor uses the DISP to define:

procedures for the Disposal of CMCA; and

the coordination needed for Disposal activities involving the Commonwealth and Approved Subcontractors, where applicable.

The Commonwealth uses the DISP to ensure that:

adequate Disposal provisions are established and that the potential safety and environmental impacts are understood prior to any Disposal action; and

interfaces with the Commonwealth for any pre-Disposal actions and authorisations are coordinated.

1. INTER-RELATIONSHIPS

The DISP is subordinate to the following data items, where these data items are required under the Contract:

Support Services Management Plan (SSMP);

Supply Support Plan (SSP);

Health and Safety Management Plan (HSMP); and

Environmental Management Plan (ENVMP).

The DISP inter-relates with the following data items, where these data items are required under the Contract:

Commonwealth Assets Stocktaking Report (CASR); and

Combined Services Summary Report (CSSR).

The DISP also inter-relates with clause 3.14 of the SOW, ‘Defence Security Compliance’, and clause 12.1 of the SOW, ‘Problematic Substance and Problematic Sources’.

1. Applicable Documents

The following documents form a part of this DID to the extent specified herein:

|  |  |
| --- | --- |
| 1. ESCM | 1. *Electronic Supply Chain Manual* |

1. preparation instructions
   1. Generic Format and Content

The data item shall comply with the general format, content and preparation instructions contained in the CDRL clause entitled ‘General Requirements for Data Items’.

When the Contract has specified delivery of another data item that contains aspects of the required information, the DISP shall summarise these aspects and refer to the other data item.

The data item shall include a traceability matrix that defines how each specific content requirement, as contained in this DID, is addressed by sections within the data item.

* 1. Specific Content
     1. General Requirements

The DISP shall define the Disposal methods and procedures required for any CMCA that could require Disposal over the Term, including the required interactions with the Commonwealth when Disposal of CMCA becomes due.

The DISP shall be consistent with:

the requirements of Volume 4 Section 7 Chapter 1 of the ESCM to the extent that these requirements are applicable to the nature and purpose of the DISP;

the Approved HSMP and the Approved ENVMP; and

any Commonwealth, State, Territory and local, legislation, by-laws, regulations, guidelines, and Australian standards relating to WHS, and the environment.

* + 1. Responsibilities

The DISP shall identify those agencies or positions within the Contractor’s and Approved Subcontractors’ organisations with specific Disposal responsibilities, including:

technical responsibilities for the assessment and recommendation of Items for Disposal;

personnel with financial delegations required for Item Disposal and amendment of inventory, following Commonwealth Approval; and

positions responsible for the Disposal of Problematic Substances and Problematic Sources where this activity requires formal certification.

* + 1. Removal of Items from the Operational Inventory

The DISP shall describe the recommended Disposal activities to be conducted for the Items specified at clause 6.2.1.1 that, during the Term:

will be (or are likely to be) retired from the inventory as part of planned Maintenance, modification or upgrade schedules;

are non-repairable and will be removed and replaced as part of Corrective Maintenance or Preventive Maintenance activities; and

will be retired and removed from the inventory at the end of their operational life (eg, due to Obsolescence issues).

The recommended Disposal activities shall address any special provisions associated with the Disposal of particular Items, including in relation to:

Problematic Substances;

Problematic Sources; and

security considerations, export controls, or similar constraints; and

restrictions on the Technical Data and Software rights for the Items.

* + 1. Program Planning Details

The DISP shall provide details of:

the schedule for the withdrawal of the Items specified at clause 6.2.1.1 that have finite lives or have planned retirement times, and the means by which this shall be achieved;

the analysis and results of the potential and the planned schedule of Items to undergo material recycling when Disposal becomes due;

the method of reclamation, re-cycling or Disposal of each Item; and

the logistic support required to accomplish the Disposal of Items, including:

Packaging, handling, storage and transportation;

Disposal of associated Technical Data and amendment of other Technical Data that refers to the Items;

associated Support and Test Equipment; and

associated spares.