DATA ITEM DESCRIPTION

1. DID NUMBER: DID-PM-STAT-EVPR-V5.3
2. TITLE: Earned Value Performance Report
3. DESCRIPTION and intended use

The Earned Value Performance Report (EVPR) provides the Contractor’s earned value performance information for the reporting period. The EVPR Formats 1, 2, 3, 4 and 5 are designed to report various aspects of the Contractor's performance and future planning. In summary:

**Format 1** provides data to measure cost and schedule performance by summary level Contract Work Breakdown Structure (CWBS) elements;

**Format 2** provides similar measurement data to Format 1, by organisational unit or functional cost categories;

**Format 3** provides the Performance Measurement Baseline (PMB) and records any changes to the PMB implemented in the reporting period;

**Format 4** provides staffing forecasts, for correlation with the budget plan and cost estimate predictions;

**Format 5** is a narrative report used to explain significant cost and schedule variances and other identified Contract problems; and

where required, the Deltek Cobra **data backup file** provides the frozen month end position for the reporting period data to allow generation of resource profiles, time phased trend analysis for Planned Value (PV), Earned Value (EV), Actual Cost (AC), Estimate at Completion (EAC) and Estimate to Complete (ETC), and comparison of historical frozen EACs to latest revised estimates.

The Contractor uses the EVPR to provide:

regular updates on its performance against the PMB in undertaking the work required under the Contract;

earned value performance data that can be analysed by the Commonwealth; and

narrative information to help explain cost and schedule variances for any reporting element, as required by the SOW, including for:

the reporting period;

cumulatively to the end of the reporting period; and

the estimate at completion.

The Commonwealth uses the EVPR to:

evaluate Contractor performance;

identify the magnitude and impact of actual and potential problem areas causing significant cost and schedule variances and assess any related risks; and

provide valid, timely program status information to higher authority.

Note: Certain aspects of the reporting requirements are subject to agreement between the Commonwealth and the Contractor (with these agreements to be captured in the Earned Value Management Plan (EVMP)), such as:

1. the report formats to be provided by the Contractor to the Commonwealth;
2. the content of those formats where specific data elements are not relevant to the type of contract (eg, target profit, share ratio);
3. the specific variance thresholds which, if exceeded, require problem analysis and narrative explanations;
4. the specific organisational or functional categories to be reported in Formats 2 and 4;
5. the specific time increments to be used for the baseline and staffing projections required by Formats 3 and 4; and
6. if applicable, the use of EVM data to satisfy the Australian Industry Capability (AIC) reporting requirements of clause 10 of the SOW (eg, to report actual Australian Contract Expenditure (ACE) against the baseline plan for this expenditure).
7. INTER-RELATIONSHIPS

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

Project Management Plan (PMP); and

Earned Value Management Plan (EVMP).

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

Contract Work Breakdown Structure (CWBS);

Contract Master Schedule (CMS);

Measurement Plan;

Measurement Data;

Contract Status Report (CSR); and

other status reporting as required by the Contract.

1. APPLICABLE DOCUMENTS

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

|  |  |
| --- | --- |
| 1. AS 4817:2019 | 1. Earned value management in project and programme management |
| 1. CASG Manual (PM) 006 | 1. Defence Supplement to the Australian Standard for Earned Value Management, AS 4817 |

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’.

* + 1. EVPR data shall be furnished in the following formats:

EVPR Formats 1 to 5 in Microsoft Excel format;

where EVPR formats require signatures, in searchable Adobe Acrobat format showing the applicable signatures; and

where Deltek Cobra is used by the Contractor, the data backup file (\*.cmp).

Examples of EVPR Formats 1 to 5 are provided in Figures 1 to 5.

* 1. Specific Content
     1. General Requirements

The data in the EVPR shall pertain to authorised Contract work, including both priced and unpriced effort, and shall be reported at the cost level.

EVPR Formats 1 to 5 shall be completed in accordance with the instructions in clauses 6.2.2 to 6.2.7.

EVPR Formats 1 and 5 shall be reported at the Control Account level unless otherwise specified in the Approved EVMP or notified to the Contractor in accordance with clause 3.2.5.2 of the SOW. If a problem area is indicated at a lower level of the CWBS, more detailed data shall be provided until the problem is identified and resolved.

* + 1. Formats 1 to 5
       1. Sections 1 to 4 - Heading Information

**Contractor Name and Location:** Enter the name, division (if applicable), plant location and mailing address of the Contractor.

**Contract Name, Number and Type:** Enter the contract name, contract number (and number of the latest contract change or supplemental agreement applicable to the Contract), and contract type.

**Share Ratio:** If applicable, enter the cost sharing ratio(s) applicable to costs over/ under the negotiated Contract cost.

**Project/Program Number, Phase and Name:** Enter the project/program number, phase, and name and acronym and/or the type, model series or other designation of the prime items purchased under the Contract.

**Report Period:** Enter the beginning and ending dates of the period covered by the report.

**Signature, Name, Title and Date:** The Contractor's authorised representative shall sign the report and enter their name, title and date of signature.

* + 1. Format 1 - Work Breakdown Structure Report
       1. Section 5 - Contract Data

**Quantity:** Enter the number of prime items to be procured under the Contract.

**Negotiated Cost:** Enter the dollar value, excluding fee or profit, on which contractual agreement has been reached as at the cut-off date of the report. Amounts for changes shall not be included in this item until they have been priced and incorporated into the Contract by Contract amendment.

**Estimated Cost of Authorised Unpriced Work:** Enter the amount, excluding fee or profit, estimated for that work for which written authorisation has been received but for which the Effective Date Contract prices have not been incorporated into the Contract by Contract amendment. This is applicable only where the Contract expressly provides for Authorised Unpriced Work.

**Target Profit/Fee %:** Enter the fee or percentage of profit that will apply if the Negotiated Cost of the Contract is met.

**Target Price:** Enter the target price (Negotiated Cost plus profit/fee) applicable to the Effective Date Contract effort.

**Estimated Price:** For non-fixed price contracts, based on the latest Estimate at Completion for all authorised Contract work and the appropriate profit/fee, incentive, and cost sharing provisions, enter the estimated final Contract Price. This figure will normally change whenever the Estimate at Completion is revised.

**Contract Ceiling:** Enter the Contract ceiling price applicable to the defined effort. This is applicable only to contracts with a ceiling.

**Estimated Contract Ceiling Price:** For cost plus contracts, enter the estimated ceiling price applicable to all authorised Contract effort and Authorised Unpriced Work. This is applicable only to contracts with a ceiling.

**Date of Over Target Baseline (OTB)/Over Target Schedule (OTS):** Where applicable, enter the date of OTB and/or OTS implementation.

* + - 1. Section 6 - Estimated Cost at Completion

**Column (1) - Management Estimate at Completion:**

**Best Case:** Enter the estimate of the lowest total cost to complete the Contract scope of work.

**Worst Case:** Enter the estimate of the highest total cost to complete the Contract scope of work.

**Most Likely:** Enter the estimate of the most likely total cost to complete the Contract scope of work.

**Column (2) - Contract Budget Base:** Enter the sum of the Negotiated Cost and the Estimated Cost of Authorised Unpriced Work.

**Column (3) - Variance:** Enter the difference between the Contract Budget Base and the Most Likely Management Estimate at Completion by subtracting column (1) from column (2).

* + - 1. Section 8 - Performance Data

**Work Breakdown Structure:** The CWBS elements or levels reported shall be those specified in the Contract. For each of the CWBS elements or levels in column (1), enter in columns (2) to (16) the relevant performance data from the Contractor's EVMS implemented in accordance with AS 4817:2019 and CASG Manual (PM) 006.

**Column (1) - Item:** Enter the identifiers and titles of the CWBS elements or levels for which performance data is being reported in this column.

**Columns (2) and (7) - Planned Value (PV):** For the time periods indicated, enter the PV in these columns.

**Columns (3) and (8) - Earned Value (EV):** For the time periods indicated, enter the EV in these columns.

**Columns (4) and (9) - Actual Cost (AC):** For the time periods indicated, enter the actual direct and indirect costs for the work performed without regard to ceiling. In all cases, PV, EV and AC shall be reported on a comparable cost basis.

**Columns (5) and (10) - Variance-Schedule (SV):** For the time periods indicated, these columns represent the differences between PV and EV. For the Current Period column (5), SV is derived by subtracting PV column (2) from EV column (3). For the Cumulative to Date column (10), SV is derived by subtracting PV column (7) from EV column (8). A positive value indicates a favourable variance. A negative value indicates an unfavourable variance. Variances that meet or exceed the variance thresholds specified in the Contract shall be fully explained in the problem analysis in Format 5.

**Columns (6) and (11) - Variance-Cost (CV):** For the time periods indicated, these columns represent the differences between EV and AC. For the Current Period column (6), CV is derived by subtracting AC column (4) from EV column (3). For the Cumulative to Date column (11), CV is derived by subtracting AC column (9) from EV column (8). A positive value indicates a favourable variance. A negative value indicates an unfavourable variance. Variances that meet or exceed the variance thresholds specified in the Contract shall be fully explained in the problem analysis in Format 5.

**Column (12a) - Reprogramming Adjustments-Cost Variance:** Where reprogramming has occurred, enter any changes to CV resulting from adjustments to PV or EV during the reprogram.

**Column (12b) - Reprogramming Adjustments-Schedule Variance:** Where reprogramming has occurred, enter any changes to SV resulting from adjustments to PV or EV during the reprogram.

**Column (13) - Reprogramming Adjustments-Budget:** Where reprogramming has occurred, enter any adjustments made to the Budget at Completion during the reprogram.

**Column (14) - At Completion-Budgeted (BAC):** Enter the budget allocated, also known as the Budget at Completion (BAC), for the completion of each of the CWBS elements in column (1). These entries shall be the current budgets for the respective CWBS elements and thus consist of the sum of the original budget for the CWBS element plus authorised budget changes (negative or positive) resulting from Contract changes, internal replanning, or the application of Management Reserve. The Total should equal the Contract Budget Base except where special exception has been made resulting in formal reprogramming.

**Column (15) - At Completion-Estimated (EAC):** Enter the latest Estimate at Completion (EAC), including any estimated overrun or underrun for authorised work.

**Column (16) - At Completion-Variance (VAC):** Enter the difference between the BAC and the EAC by subtracting column (15) from column (14). A negative value reflects an unfavourable variance. Variances that meet or exceed the reporting thresholds specified in the Contract shall be fully explained in the problem analysis in Format 5.

**Cost of Money:** Enter in columns (2) to (16) the Cost of Money burdened as a total of all CWBS elements reported above, unless included in the CWBS elements reported above.

**General and Administrative (G&A):** Enter in columns (2) to (16) the applicable G&A costs. If G&A has been included in the items reported above, G&A shall be shown as a non-add entry in this line with an appropriate notation. If a G&A classification is not used, no entry shall be made other than an appropriate notation to that effect.

**Undistributed Budget (UB):** Enter in columns (14) and (15) the amount of budget applicable to Contract effort that has not yet been distributed to CWBS elements at or below the reporting level. For example, Contract changes that were authorised late in the reporting period should have received a total budget but the assignment of work and allocation of budgets to individual CWBS elements may not have been accomplished by the end of the period. Budgets that can be identified to CWBS elements at or below the specified reporting level shall be included in the total budgets shown for the CWBS elements in the body of the report and shall not be shown as UB. All UB shall be fully explained in the narrative analysis in Format 5.

Note: The provisions made in this report for UB are primarily to accommodate temporary situations where time constraints prevent adequate budget planning or where Contract effort can be defined only in very general terms. UB should not be used as a substitute for adequate Contract planning. Formal budgets should be allocated to Contract effort and functional organisations at the earliest possible time, normally within the next reporting period.

**Subtotal:** Enter in columns (2) to (16) the sums of the respective columns.

**Management Reserve (MR):** An amount of the overall Contract budget withheld for management control purposes rather than for the accomplishment of a specific activity or set of activities. In column (14), enter the total amount of budget identified as MR as at the end of the current reporting period. Amounts of MR applied to CWBS elements during the reporting period shall be explained in the narrative analysis in Format 5.

Note: As negative MR does not exist, negative values are not to be entered in column (14). If the Contract is budgeted in excess of the Negotiated Cost (the Negotiated Cost plus the Estimated Cost of Authorised Unpriced Work), the formal reprogramming provisions apply.

**Total:** Enter the sums of all direct, indirect, and G&A costs, Undistributed Budget and Management Reserve in columns (2) through to (14).

* + - 1. Section 9 - Reconciliation to Contract Budget Baseline

**Variance Adjustment:** For the Cumulative to Date SV column (10), enter the Total from Reprogramming Adjustments column (12b). For the Cumulative to Date CV column (11), enter the Total from Reprogramming Adjustments column (12a).

**Total Contract Variance:** For the Cumulative to Date SV column (10), enter the sum of the Total and the Variance Adjustment from column (10). For the Cumulative to Date CV column (11), enter the sum of the Total and the Variance Adjustment from column (11). For the Budgeted at Completion column (14), enter the Contract Budget Base from column (2) in Section 6. For the Estimated at Completion column (15), enter the Most Likely value from column (1) in Section 6. For the Variance at Completion column (16), enter the difference between the values in columns (14) and (15) by subtracting column (15) from column (14).

Note to drafters: Drafters should tailor the requirements of Format 2 to meet the information needs of the project. When required, drafters should seek advice from Project Controls Services, CASG Strategy and Planning Branch.

* + 1. Format 2 - Organisational Categories Report
       1. Section 5 - Performance Data

**Organisational or Functional Category:** This format shall be used to collect organisational or functional EVM data at the total contract level rather than for individual CWBS elements. The level of detail to be reported will normally be limited to the organisational level immediately under the operating head of the facility except when there is a significant variance. If a problem area is indicated at a lower level of the organisation, more detailed data shall be provided until the problem is identified and resolved.

**Column (1) - Item:** Enter the organisational units or functional categories that reflect the Contractor's internal management structure in accordance with the Approved EVMP.

**Columns (2) to (16):** The instructions applicable to columns (2) to (16) are the same as the instructions applicable to the corresponding columns in Format 1.

**Cost of Money:** Enter in columns (2) to (16) the Cost of Money burdened as a total of all organisational units or functional categories reported above, unless included in the organisational units or functional categories reported above.

**General and Administrative (G&A):** Enter in columns (2) to (16) the applicable G&A costs.

**Undistributed Budget (UB):** Enter in columns (14) and (15) the budget applicable to contract effort that cannot be planned in sufficient detail to be assigned to a responsible organisation or functional area at the reporting level.

**Subtotal:** Enter in columns (2) to (16) the sums of the respective columns.

**Management Reserve (MR):** Enter in columns (13) (if reprogramming adjustments have been made) and (14) the amounts identified as Management Reserve.

**Total:** Enter in columns (2) to (14) the sums of the respective columns (exclusive of Subtotals). The totals in the Total line should equal the totals in the Total line in Section 8 of Format 1.

* + 1. Format 3 - Baseline Report
       1. Section 5 - Contract Data

**Original Negotiated Cost:** Enter the dollar value (excluding fee or profit) negotiated in the original contract. For a cost plus fixed-fee contract, enter the estimated cost negotiated. For an incentive contract, enter the defined contract target cost.

**Negotiated Contract Changes:** Enter the cumulative budget (excluding fee or profit) applicable to defined Contract changes which have occurred since the beginning of the Contract.

**Current Negotiated Cost:** Enter the sum of the Original Negotiated Cost and the Negotiated Contract Changes. The amount shown should equal the current dollar value (excluding fee or profit) on which contractual agreement has been reached and should be the same as the Negotiated Cost in Section 5 of Format 1.

**Estimated Cost of Authorised Unpriced Work:** Enter the estimated budget (excluding fee or profit) for contract changes for which written authorisations have been received but for which contract prices have not been negotiated as shown in Format 1. This is applicable only where the Contract expressly provides for Authorised Unpriced Work.

**Contract Budget Base:** Enter the sum of the Current Negotiated Cost and the Estimated Cost of Authorised Unpriced Work.

**Total Allocated Budget:** Enter the sum of all budgets allocated to the performance of the contractual effort. The amount shown shall include all Management Reserve and Undistributed Budget. This amount shall be the same as the amount shown in the Total line in column (14) of Format 1.

**Difference:** The Contract Budget Base and the Total Allocated Budget shall be identical unless the implementation of an Over Target Baseline has been approved by the Commonwealth. If the Total Allocated Budget exceeds the Contract Budget Base, the difference should be reflected as a negative value and explained in the narrative analysis in Format 5 at the time the negative value appears and subsequently for any change in the value.

**Contract Start Date:** Enter the date the Contractor was authorised to start work on the Contract regardless of the date of Contract definition (long lead procurement efforts authorised under prior contracts are not to be considered).

**Contract Effective Date:** Enter the Effective Date of the Contract as specified in the Details Schedule.

**Planned Completion Date:** Enter the baseline completion date from the Contract Master Schedule. This date represents the planned completion date of all Contract scope. If the Planned Completion Date differs from the Contract Completion Date, the variance shall be explained in Format 5.

**Contract Completion Date:** Enter the date of the Final Acceptance milestone in accordance with the latest Contract amendment.

**Estimated Completion Date:** Enter the latest revised estimate of Contract completion. If the Estimated Completion Date differs from the Contract Completion Date, the variance shall be explained in Format 5.

* + - 1. Section 6 - Performance Data

**Period Titles:** Enter the months for the next six report periods in the Period Titles of columns (4) to (9) and the periods specified in the Approved EVMP in the Period Titles of columns (10) to (14). Where the periods specified in columns (10) to (13) do not cover the entire duration of the Contract, the remaining period shall be entered in column (14). For each of the Items in column (1), enter the PV (by month for six months and then by the periods specified in the Approved EVMP) for the remainder of the Contract.

**Performance Measurement Baseline (Beginning of Period):** The time-phased Performance Measurement Baseline (PMB) (including G&A) that existed at the beginning of the current reporting period.

**Column (2) - PV Cumulative to Date:** Enter the cumulative PV as at the beginning of the reporting period. This should be the value reported in the Total line in column (7) of Format 1 in the previous EVPR.

**Column (3) - PV for Report Period:** Enter the PV for the report period. This should be the PV in column (4) in the PMB (End of Period) line in the previous EVPR.

**Columns (4) to (14) - Planned Value (PV):** Most of the entries in this line are taken directly from the PMB (End of Period) line in the previous EVPR. For example, the value in column (5) in the PMB (End of Period) line in the previous EVPR becomes the value in column (4) in the PMB (Beginning of Period) line in the current EVPR. The value in column (6) in the PMB (End of Period) line in the previous EVPR becomes the value in column (5) in the PMB (Beginning of Period) line in the current EVPR, etc. This rule can be applied through to column (9) where the periods change from monthly to the periods specified in the Approved EVMP. At this point, the portion of column (10) (End of Period) represented by the period in column (9) (Beginning of Period) is entered in column (9) (Beginning of Period) and the balance of column (10) (End of Period) is entered in column (10) (Beginning of Period). The values in columns (11) to (15) simply move directly up to the (Beginning of Period) line without changing columns.

**Column (15) - Undistributed Budget (UB):** Enter the value from column (15) in the PMB (End of Period) line in the previous EVPR.

**Column (16) - Total Budget:** Enter in column (16) the sum of the values in columns (2) to (15) in the PMB (Beginning of Period) line. This should reconcile with the Subtotal in column (14) of Format 1 in the previous EVPR. The Total Budget (Beginning of Period) shall represent the Total Budget (End of Period) in the previous EVPR.

**Baseline Changes Authorised during Reporting Period:**

**Column (1) - Item:** List, by number, the Contract changes and supplemental agreements authorised during the reporting period. All authorised baseline changes shall be listed, whether priced or unpriced. The amount of MR applied during the period shall also be listed. Significant changes and applications of MR shall be explained in Format 5 and shall include the reasons for necessary changes to time phasing due to replanning and the reasons for the application of MR.

**Columns (3) to (14) - Planned Value (PV):** Enter in columns (3) to (14) the time phased budget for each authorised baseline change.

**Column (15) - Undistributed Budget (UB):** Enter in column (15) any UB for each authorised baseline change.

**Column (16) - Total Budget:** Enter in column (16) the sum of the budgets in columns (3) to (15) for each authorised baseline change.

**Performance Measurement Baseline (End of Period):** The time-phased PMB that existed at the end of the current reporting period. The difference between the PMB (End of Period) line and the PMB (Beginning of Period) line is represented by the authorised baseline changes and applications of Management Reserve made during the reporting period.

**Column (2) - PV Cumulative to Date:** Enter the cumulative PV as at the end of the reporting period. This should equal the PV Cumulative to Date (Beginning of Period) plus the PV for Report Period (Beginning of Period) plus any authorised baseline changes incorporated in the current month. This should be the same as the value in the Total line in column (7) of Format 1.

**Columns (4) to (14) - Planned Value:** Enter in columns (4) to (14) the sums of the respective columns.

**Column (15) - Undistributed Budget:** Enter the sum of the UB from the Beginning of Period line and, where applicable, any UB from the Baseline Changes Authorised during Reporting Period line. This should reconcile with the UB in column (14) of Format 1.

**Column (16) - Total Budget:** Enter the sum of the values in the PMB (End of Period) line. This should reconcile with the sum of the values above.

* + - 1. Section 7 - Management Reserve

Enter in column (16) the amount of Management Reserve available at the end of the period.

* + - 1. Section 8 - Total

Enter in column (16) the sum of the values in this column in the PMB (End of Period) and Management Reserve lines. This should equal the Total Allocated Budget in Section 5 of Format 3 and the Total Budget at Completion in column (14) of Format 1.

* + 1. Format 4 - Staffing Report
       1. Section 5 - Performance Data

**Organisational or Functional Category:** For each organisational unit or functional category in column (1), direct person-months shall be indicated for the current period, cumulative through the current period, and forecast to completion (non-cumulative) in equivalent person-months. An equivalent person-month is defined as the effort equal to that of one person for one month. Values shall be reported in whole numbers (ie, partial person-months 0.5 and above shall be rounded up to the next whole number and below 0.5 shall be rounded down). When specified in the Approved EVMP, staffing may be reported in person-days or person-hours.

**Column (1) - Item:** Enter the organisational units or functional categories that reflect the Contractor's internal management structure in accordance with the Approved EVMP. The units or categories shown should correspond with the units or categories in Format 2.

**Column (2) - Planned-Current Period:** Enter the planned direct person-months for the current period.

**Column (3) - Actual-Current Period:** Enter the actual direct person-months incurred during the current period.

**Column (4) - Actual-End of Current Period (Cumulative):** Enter the actual direct person-months incurred, cumulative to date, as at the end of the report period.

**Columns (5) to (15) - Forecast (Non-Cumulative):** Enter a forecast of staffing requirements by month for a six month period following the current period and then by the periods specified in the Approved EVMP. The forecast shall be updated at least quarterly, unless a major revision to the plan or schedule has been implemented, in which case, forecasts shall be updated for all periods in the EVPR submitted at the end of the month in which the revision occurred.

**Column (16) - At Completion:** Enter the estimate of the direct person-months necessary for the total Contract in column (16) by organisational unit or functional category. Any significant change in the total number of person-months at completion of the Contract (ie, column (16) Total) should be explained in Format 5.

**Total Direct:** Enter in columns (2) to (16) respectively the sum of all direct person-months for the organisational units or functional categories in column (1).

* + 1. Format 5 - Problem Analysis Report
       1. Part 1 - Total Contract: Provide a summary analysis, identifying significant problems affecting performance. Indicate the corrective actions required, including Commonwealth action where applicable.
       2. Part 2 - Cost and Schedule Variances: Explain all variances that exceed the variance thresholds specified in clause 3.2.5.2 of the SOW (see Figure 5).
          1. Section 5 - Evaluation:

**Work Breakdown Structure:** Enter the identifier and title of the CWBS element that exceeded the variance thresholds.

**Performance Data - Current and Cumulative:** The following cost and schedule performance data shall be indicated for the current period and cumulative through the current period:

**Planned Value (PV):** The current and cumulative PV shall be the values reported in columns (2) and (7) respectively in Section 8 of Format 1.

**Earned Value (EV):** The current and cumulative EV shall be the values reported in columns (3) and (8) respectively in Section 8 of Format 1.

**Actual Cost (AC):** The current and cumulative AC shall be the values reported in columns (4) and (9) respectively in Section 8 of Format 1.

**Schedule Variance (SV):** The current and cumulative SV shall be the values reported in columns (5) and (10) respectively in Section 8 of Format 1.

**Schedule Variance Percent (SV%):** SV% indicates how much ahead of or behind schedule the CWBS element is in percentage terms. It is calculated in accordance with the formula, SV% = (SV / PV) x 100.

**Cost Variance (CV):** The current and cumulative CV shall be the values reported in columns (6) and (11) respectively in Section 8 of Format 1.

**Cost Variance Percent (CV%):** CV% indicates how much under or over budget the CWBS element is in percentage terms. It is calculated in accordance with the formula, CV% = (CV / EV) x 100.

**Schedule Performance Index (SPI):** SPI is a measure of the schedule efficiency of the CWBS element and is the ratio of EV to PV. It is calculated in accordance with the formula, SPI = EV / PV.

**Cost Performance Index (SPI):** CPI is a measure of the cost efficiency of the CWBS element and is the ratio of EV to AC. It is calculated in accordance with the formula, CPI = EV / AC.

**Performance Data - At Complete:** The following at completion performance data shall be indicated for the current period:

**Budget at Completion (BAC):** The BAC shall be the same value reported in column (14) in Section 8 of Format 1.

**Estimate at Completion (EAC):** The EAC shall be the same value reported in column (15) in Section 8 of Format 1.

**Variance at Completion (VAC):** The VAC shall be the same value reported in column (16) in Section 8 of Format 1.

**Variance at Completion Percent (VAC%):** The VAC% is the VAC expressed as a percentage of the BAC. It is calculated in accordance with the formula, VAC% = (VAC / BAC) x 100.

**To Complete Performance Index (TCPI) to BAC:** The TCPI to BAC is a measure of the cost efficiency (CPI) needed for the remaining work in order to achieve the BAC. It is calculated in accordance with the formula, TCPIBAC = (BAC - EV) / (BAC - AC)

**To Complete Performance Index (TCPI) to EAC:** The TCPI to EAC is a measure of the cost efficiency (CPI) needed for the remaining work in order to achieve the EAC. It is calculated in accordance with the formula, TCPIEAC = (BAC - EV) / (EAC - AC)

**Explanations and Problem Analysis:** Explanations of variances must clearly identify the nature of the problem, the reason for the cost or schedule variance, the impact on the total program, and the corrective action taken. Explanations for schedule variances should take into account impacts evidenced in the statused CMS. Explanations of cost variances should identify amounts attributable to rate changes separately from amounts applicable to person-hours used, amounts attributable to material price changes separately from amounts attributable to material usage, and amounts attributable to overhead rate changes separately from amounts applicable to overhead base changes and amounts applicable to changes in the overhead allocation basis.

* + - 1. Part 3 - Other Analysis: In addition to the variance explanations above, the following analyses are mandatory:

identify the effort to which the Undistributed Budget applies.

identify the amount of Management Reserve applied during the reporting period, the CWBS and organisational element(s) to which applied, and the reason for application.

explain the reasons for significant shifts in time phasing of the PMB shown in Format 3.

explain the reasons for significant changes in total person-months at completion shown in Format 4.

explain the reasons for significant shifts in time phasing of planned or actual staffing usage shown in Format 4.

* + - 1. Part 4 - Over-Target Baseline: If the value shown in Difference in Section 5 of Format 3 becomes a negative value or there are changes to the negative value, the analysis shall:

reference the Commonwealth approval for the baseline change that resulted in the negative value or change;

explain the reason for the additional budget in the following terms:

in-scope engineering changes;

in-scope support effort changes;

in-scope schedule changes;

economic changes; and

other (specify); and

identify the amount (by CWBS element) for added in-scope effort not previously identified or budgeted.

EARNED VALUE PERFORMANCE REPORT  
FORMAT 1 - WORK BREAKDOWN STRUCTURE

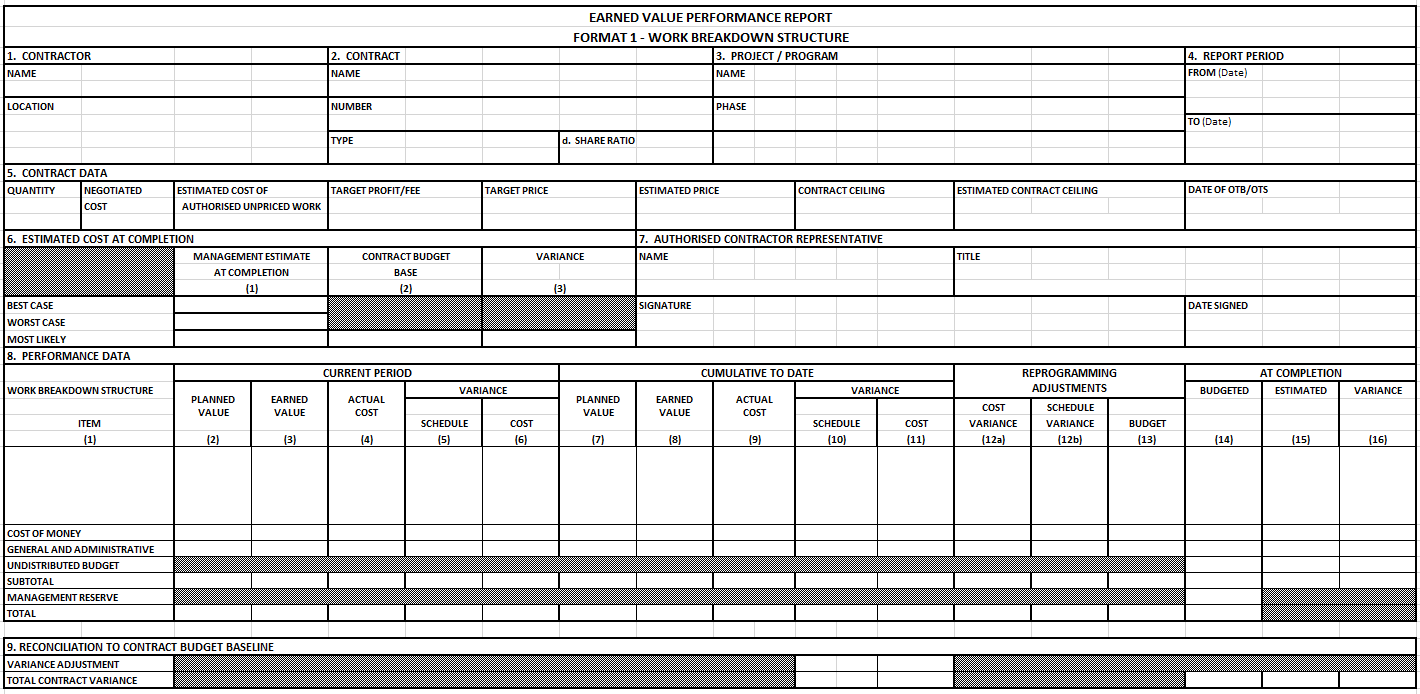


Figure 1

EARNED VALUE PERFORMANCE REPORT  
FORMAT 2 - ORGANISATIONAL CATEGORIES

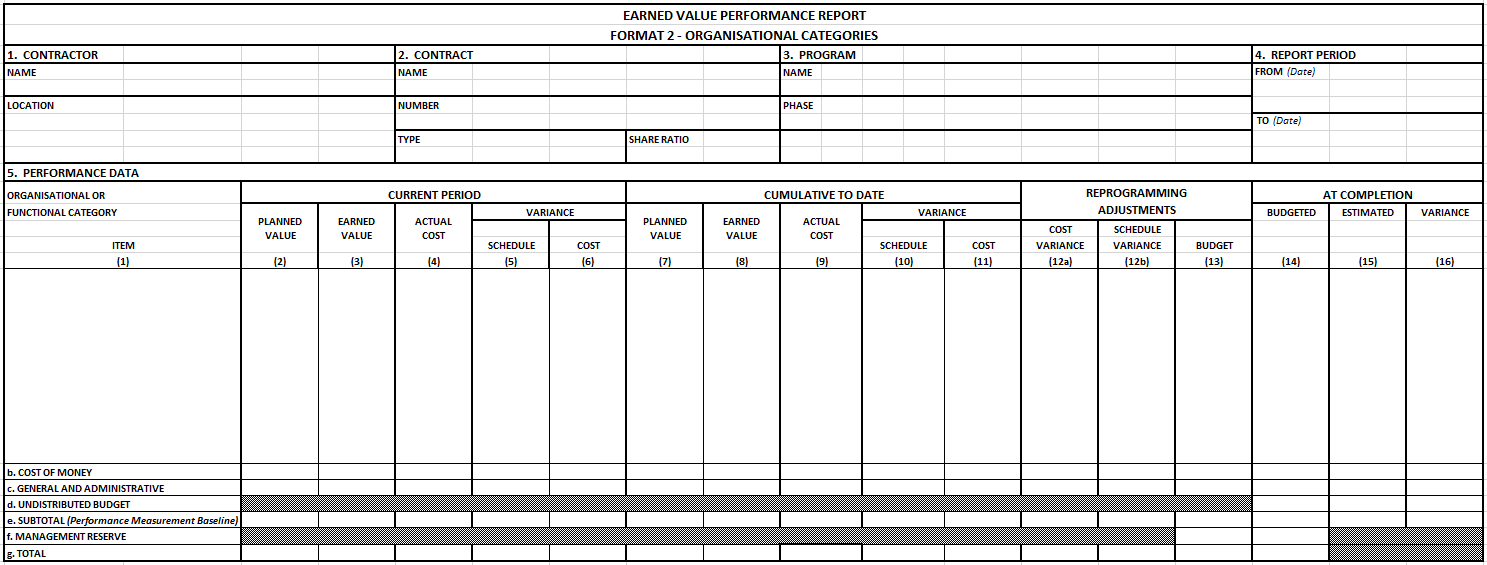


Figure 2

EARNED VALUE PERFORMANCE REPORT  
FORMAT 3 - BASELINE

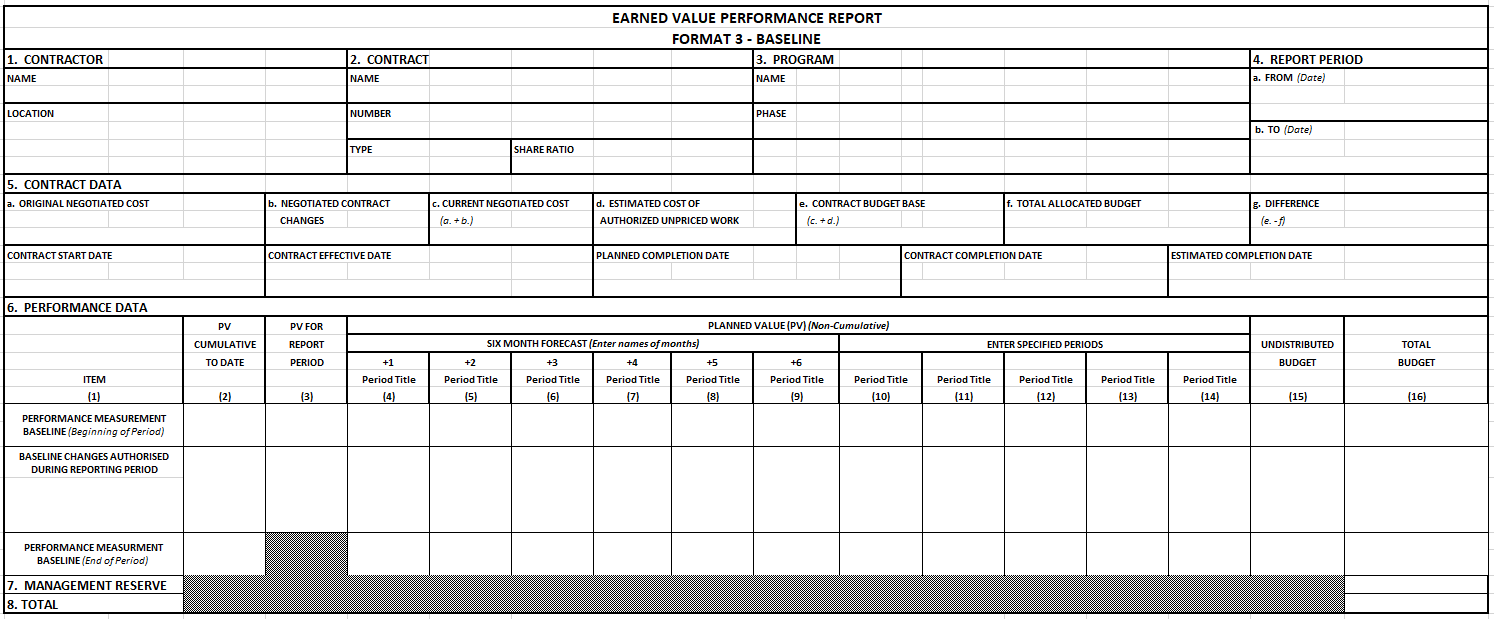


Figure 3

EARNED VALUE PERFORMANCE REPORT  
FORMAT 4 - staffing

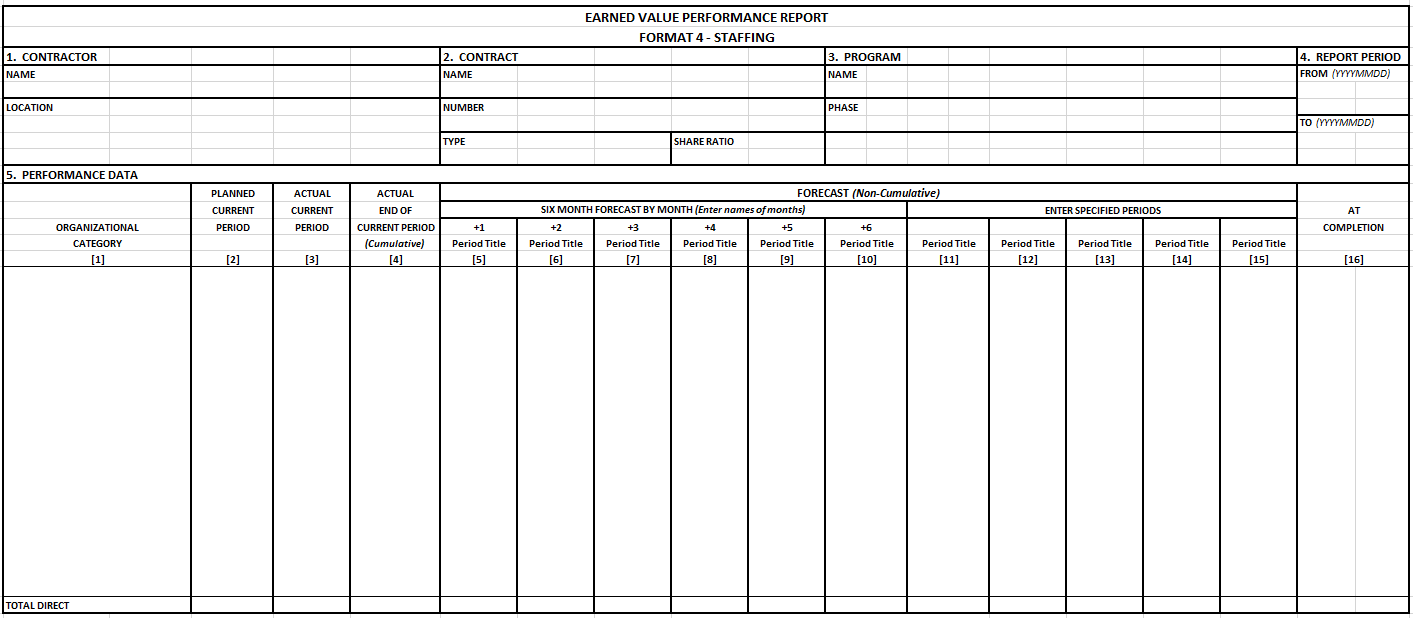


Figure 4

EARNED VALUE PERFORMANCE REPORT  
FORMAT 5 (PART 2) - EXPLANATIONS AND PROBLEM ANALYSIS

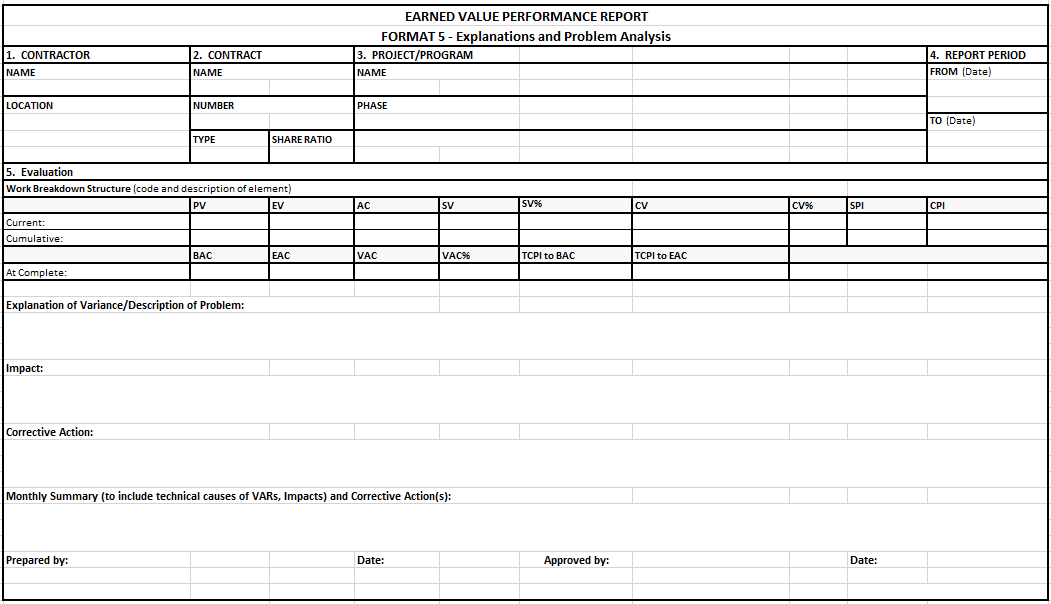


Figure 5