
**Quality management — Guidelines for
configuration management**

*Management de la qualité — Lignes directrices pour la gestion de la
configuration*



Contents

Page

Foreword	iv
Introduction	v
1 Scope	1
2 Normative references	1
3 Terms and definitions	1
4 Configuration management responsibility	2
4.1 Responsibilities and authorities.....	2
4.2 Dispositioning authority.....	2
5 Configuration management process	2
5.1 General.....	2
5.2 Configuration management planning.....	2
5.3 Configuration identification.....	3
5.3.1 Product structure or service capability and selection of configuration items.....	3
5.3.2 Configuration information.....	3
5.3.3 Configuration baselines.....	4
5.4 Change control.....	4
5.4.1 General.....	4
5.4.2 Initiation, identification and documentation of the need for change.....	4
5.4.3 Evaluation of change.....	5
5.4.4 Disposition of change.....	5
5.4.5 Implementation and verification of change.....	5
5.5 Configuration status accounting.....	5
5.5.1 General.....	5
5.5.2 Documented Information.....	6
5.5.3 Reports.....	6
5.6 Configuration audit.....	6
Annex A (informative) Structure and content of a configuration management plan	8
Bibliography	10

Introduction

The purpose of this document is to enhance common understanding of the subject, to promote the use of configuration management and to assist organizations applying configuration management to improve their performance.

This document outlines the responsibilities and authorities before describing the configuration management process that includes configuration management planning, configuration identification, change control, configuration status accounting and configuration audit.

Configuration management is a management activity that applies technical and administrative direction over the life cycle of a product and service, its configuration identification and status, and related product and service configuration information.

Configuration management documents the product or service configuration. It provides identification and traceability, the status of achievement of its physical and functional requirements, and access to accurate information in all phases of the life cycle.

Configuration management can be implemented based on the size of the organization and the complexity and nature of the product or service and reflects the needs of specific lifecycle phases.

Configuration management can be used to meet the product and service identification and traceability requirements specified in ISO 9001:2015, 8.5.2.