

APPENDIX IV

40. ADDENDUM TO CONFIGURATION ITEM SPECIFICATION

40.1 Purpose. An addendum to an existing configuration item specification is used to describe requirements for a new configuration item which is similar to the existing configuration item.

40.2 Scope. The addendum specification creates a new configuration item specification; i.e., identification different from the original specification. The specification so created (basic specification plus addendum) then becomes controlled and maintained as a separate and distinct specification, to be updated and revised as necessary, independent of changes to the basic specification from which it was created.

40.3 Applicability. An addendum to an existing specification is used when there is a requirement to retain the existing configuration item for some applications and the new (modified) configuration item can be created by minimum redesign of the existing configuration item. The preparation of an addendum to an existing specification shall be used when the following conditions are satisfied:

- a. There is sufficient reason to establish direct relationship between the new configuration item and an existing configuration item as a basis for design and development; e.g., progressing from one type, model, series of a CI to another; minor changes must be accomplished to a very limited number of units of a CI for a specific mission.
- b. The basic specification, to which the addendum is prepared, complies with the requirements of FAA-STD-005 and this standard, with respect to format and content.
- c. An addendum shall be created only when the configuration item identification is different from that of the configuration item specified in the basic specification.
- d. When more than 40 percent of the paragraph requirements in the basic specification must be changed to identify the new configuration, a completely new specification shall be generated.

40.4 Preparation instructions. The specification addendum is prepared in a manner which permits ready comparison to the exact relationship between two configuration items. This is accomplished by writing the new specification (addendum) by direct reference to the existing specification on a paragraph-by-paragraph basis, recording in the new specification specific reference to each paragraph in the existing specification and noting each addition, deletion, or change. Where no change is necessary, specify the

paragraph number followed by the wording "no change". When no sub-paragraphs are changed, only the related major paragraphs need be listed. The paragraph numbering between the two documents shall be identical, with the exception of paragraphs added to the new document which do not have an exact counterpart in the existing specification. For convenience of preparation, as an option, all paragraphs having "no change" can be collectively identified in a single paragraph. A specification created in this manner is a new and complete specification in every sense with a new specification number assigned per FAA-STD-005. The basic specification shall be the first entry in section 2; applicable documents, of the addendum specification.

40.4.1 Addendum specification cover page. When a new specification is created by the preparation of an addendum to an existing specification, an addendum cover page shall be prepared which conforms to the format and includes the content required by sample format A as shown on figure 7. All of the data on the addendum cover page refers to the specification used as the basic document against which the addendum is prepared. Each item of data to be entered on the cover page shall be transcribed from the title page and the specification change notice(s) (SCN) of the basic specification.

40.5 Change to addendum specification. Both the specification created by the addendum and the basic specification to which the addendum is prepared shall have independent change cycles. A specification change notice (SCN) to either is not automatically a change to both. Each change to either document shall be reviewed, and if it is desirable to change both the basic specification and the specification prepared as an addendum, then two separate specification change notices shall be prepared.



SAMPLE FORMAT "A"

Specification Number 12345

Code Indent XXXXX

(Date)

ADDENDUM SPECIFICATION

This specification has been prepared as an Addendum to:
*Prime Item (Development/Product Fabrication) Specification

Specification No. _____

CI No. _____

FOR

(Approved Title)

(Type designator, CI number, etc.)

This exact content of specification (insert same number as above) used
as the basic document for this addendum is the revision referenced above
plus the following specification change notices to specification (insert
same number as above.)

*Note: Use Development if Part 1 Addendum and Product Fabrication
if Addendum to Part 2.

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Figure 7 Cover Page – Addendum Specification

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