### TSC Category

- Development and Implementation

### TSC

- Configuration Tracking

### TSC Description

Track systematically and manage changes and revisions in software projects to ensure that all changes are accounted for and to protect assets against unauthorized change, diversion and inappropriate use.

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<th>TSC Proficiency Description</th>
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- Label, track and document all configuration items and changes to software projects using standard tools and templates.
- Verify accuracy, completeness and currency of information in configuration logs and review unauthorized changes, diversions or inappropriate use of software assets.
- Develop and update a configuration management plan, determining systems and techniques to track changes and revisions.
- Develop policies, processes and guidelines for the organisation's configuration management and tracking.

### Knowledge

- Key information required to label configuration items
- Indicators of unauthorized changes, diversions or inappropriate use
- Importance of baselines in configuration items
- Process of handling unauthorized changes, diversions or inappropriate use
- Key components of a configuration management plan
- Various configuration management/tracking systems, tools and techniques
- Best practices in management of configuration items
- Industry requirements and standards in the protection of software assets
## Abilities

- Label all configuration items according to set instructions and templates
- Track configuration items, components and changes
- Document changes to software projects using standard tools and templates
- Perform regular checks on configuration and report unauthorised changes, diversions or inappropriate use of software products
- Review key information on configuration items
- Track baselines for configuration items
- Generate reports on configuration status for tracking software project progress
- Verify for accuracy, and completeness of information in configuration logs and records
- Review software assets where unauthorised changes, diversions or inappropriate use has occurred
- Develop a configuration management plan to oversee the systematic tracking, control and management of changes in software projects
- Develop identification standards for naming and version control of software documentation
- Select appropriate systems, tools and techniques to track changes and revisions
- Update configuration management plan to account for key enhancements or updates to software assets
- Investigate and report areas of non-compliance with configuration management standards or unaccounted changes
- Develop guidelines for the consistent classification and management of configuration items
- Develop policies for the retention of baseline copies
- Facilitate to oversee the organisation's configuration management and tracking system
- Establish processes for the verification and audit of configuration records
- Establish compliance standards to account for all changes to software products
- Develop guidelines for the consistent classification and management of configuration items
- Develop policies for the retention of baseline copies
- Facilitate to oversee the organisation's configuration management and tracking system
- Establish processes for the verification and audit of configuration records
- Establish compliance standards to account for all changes to software products

## Range of Application