**(*Weapon System/Program Name*)**



**TRANSITION SUPPORT PLAN**

**(TSP)**

**(Date)**

**EXECUTIVE SUMMARY**

Transition support planning supports the transition of Program Manager (PM) authority and responsibilities of the weapon system or business systems. The TSP Executive Summary should include top-level information on the “who, what, when, and why.” Please include the program name, the delivering and receiving organizations, as well as the time and meaning for the transition.

**COORDINATION**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Delivering Program Official) (Receiving Program Official)

(Delivering Program Office Symbol) (Receiving Program Office Symbol)

**APPROVAL**

Program Transition Dates: Begin \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Complete \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POCs: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resource Transition Summary Table:

Approval of this document constitutes the baseline for the (*program/system name*) program transition from \_\_\_\_(*Delivering organization/office symbol*)\_\_\_\_, located at \_\_(*Base*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to \_\_\_\_(*Receiving* *organization/office symbol*)\_\_\_\_, located at \_\_(*Base*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. AFPEO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ retains executive oversight and authority for this program.

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| **FUNDING SUMMARY** | | | | | | | | | |
|  | **Appropriation** | **PEC** | **FYxx** | **FYxx** | **FYxx** | **FYxx** | **FYxx** | **FYxx** | **FYxx** |
| **From Delivering Organization** |  |  |  |  |  |  |  |  |  |
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| **To**  **Receiving Organization** |  |  |  |  |  |  |  |  |  |
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| **MANPOWER SUMMARY** | | | | | | | | | |
| **From Delivering Organization** | **Enlisted** |  |  |  |  |  |  |  |  |
| **Officer** |  |  |  |  |  |  |  |  |
| **Civilian** |  |  |  |  |  |  |  |  |
| **CME** |  |  |  |  |  |  |  |  |
| **To**  **Receiving Organization** | **Enlisted** |  |  |  |  |  |  |  |  |
| **Officer** |  |  |  |  |  |  |  |  |
| **Civilian** |  |  |  |  |  |  |  |  |
| **CME** |  |  |  |  |  |  |  |  |

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(Delivering Organization Date (Receiving Organization Date

Signature Block) Signature Block)

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(Delivering Center / MAJCOM Date (Receiving Center Date

Signature Block) Signature Block)

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(Delivering MAJCOM Date (Receiving MAJCOM Date

Signature Block Signature Block)

***INSTRUCTIONS: (Include all sections in your TSP preparation. If a section or sub-section does not apply to the transition, include the section/sub-section name and mark as “N/A”.)***

Executive Summary #

Coordination #

Approval #

Table of Contents #

**SECTION 1 – PROGRAM DESCRIPTION #**

* 1. **System Name: \_\_\_\_\_\_\_\_\_\_ #**
     1. Purpose/Scope #
     2. Mission and Users #
     3. Program Background #
     4. Program Contract Information #
     5. Delivering Organization #
     6. Receiving Organization #
     7. Estimated Final Realignment Date #
     8. Realignment Team Members #

**SECTION 2 – STATUS OF PROGRAM ELEMENTS #**

**2.1 Program Management #**

2.1.1 Engineering #

2.1.1.1 Operational Safety, Suitability, and Effectiveness (OSS&E) #

2.1.1.2 Technical Realignment Review (Baseline Validation) #

2.1.1.3 Other EN considerations #

2.1.2 Financial Management #

2.1.3 Contracting #

2.1.4 Test & Evaluation Management #

2.1.5 Intelligence #

2.1.6 Government Furnished Equipment (GFE) Management #

2.1.7 Existing/Anticipated Service Contracts Greater than $100M #

2.1.8 Product Support Elements #

2.1.8.1 Product Support Management #

2.1.8.2 Design Interface #

2.1.8.3 Sustaining Engineering #

2.1.8.4 Supply Support #

2.1.8.5 Maintenance Planning & Management #

2.1.8.6 Packaging, Handling, Storage, and Transportation (PHS&T) #

2.1.8.7 Technical Data Management #

2.1.8.8 Support Equipment #

**2.2 Other Considerations #**

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2.2.2 Training & Training Support #

2.2.3 Facilities & Infrastructure #

2.2.4 Computer Resources #

2.2.5 Foreign Military Sales (approved LOA data, schedule, quantities, resources, etc.) #

2.2.6 Program Protection Plan (PPP) (AFPD 63-17) #

2.2.7 Information Assurance #

**SECTION 3 – PROGRAM MANAGEMENT RESPONSIBILITIES #**

**3.1 Delivering Organization Responsibilities #**

**3.2 Receiving Organization Responsibilities #**

**3.3 Program Funding/Programming #**

**3.4 Residual Tasks #**

**SECTION 4 – MILESTONES, REALIGNMENT TASKS & TIME LINE #**

**SECTION 5 – APPLICABLE DOCUMENTS #**

**(*Please list documents to be provided to Receiving Organization*)**

**SECTION 6 – ACRONYMS #**

**SECTION 7 – OTHER ATTACHMENTS #**