



MEARS is a web-based software application that provides a virtual Configuration Control Board (CCB) for processing change documents

MEARS DOCUMENTS

**Standard content based on Department of Defense (DoD) forms*

- Engineering Change Proposal (ECP)*
- Request for Waiver/Deviation (RFW/RFD)*
- Specification Change Notice (SCN)*
- Modification Work Order (MWO)*
- Contract Data Requirements List (CDRL)*
- Standard Routing Form (SRF)
(Allows for routing of any type of document)

MEARS FEATURES

- Secure web-based input and review of change documents
- Government off the shelf (GOTS)
- Cost effective
- Intuitive user interface
- Automatic notification to authorized users when a document is ready for review
- Ability to collect comments, redlines, and votes of functional review groups
- Screening of comments by functional group chair and optional release of Reviewer comments to all Reviewers of a document
- Storage and archiving of inactive documents
- Support team available to assist in program maintenance
- Support for Foreign Military Sales (FMS)
- Various reporting and auditing capabilities

MEARS SERVICES

- Customized training
- Software upgrades
- System administration
- Program set-up and maintenance
- Data backups
- Business process analysis
- Helpline support
- Populate databases

MEARS INFORMATION ASSURANCE & SECURITY

- US Navy/Marine Corps Intranet (NMCI) Certified
- Aligned under AMCOM G6 Tenant Security Plan (TSP)
- Registered with the following:
 - Architecture Compliance And Reporting Tool (ACART)
 - Air Force Portal
 - Army Portfolio Management Solution (APMS)
 - Department of Navy (DON) Application and Database Management System (DADMS)
 - Federal Information Security Management Agency (FISMA)

User Security

- Access MEARS via 128 bit Encryption
- Access via PKI Certificate: Common Access Card (CAC), External Certification Authority (ECA)* or Commercial**
- Access from virtually any computing system

Data Security

- Document and user restriction capabilities (Access control of drawings, frames, and modules)
- Data protection – Incremental/Daily backups

MEARS COST PLUS SERVICE

- Optional use of the SIPRNET to process classified documents

MEARS SYSTEM REQUIREMENTS

- Minimum Screen Resolution of 1024x768
- Internet Access (No software to install)
- Internet Explorer 9.0
- PKI Certificate: CAC, ECA* or Commercial**

**DISA Approved ECA Vendors: Operational Research Consultants, Inc., Symantec formally VeriSign, Inc., and IdenTrust, Inc.*

***Current certified companies as of 01 January 2014: Booz Allen, Boeing, Raytheon, Lockheed Martin, and Northrop Grumman*



MEARS FUNCTIONS

Create Module

- Standard content based on DoD forms
- Build documents and templates
- Recycle data from existing documents for quick revisions
- Allows for collaborative document creation
- Ability to attach various file formats
- Import/Export capabilities
- Ability to preview the document

Review Module

- Centralized web server repository of documents
- Customized distribution lists of Reviewers
- Concurrent review of documents, figures and attachments
- Comments and votes available to all Reviewers
- Virtual CCB to help minimize the need for board room style meetings
- Digital signing capability for Approvers

Implementation Module

- Follows approved ECPs and MWOs
- Tracks and archives all milestones and comments throughout the production process
- Monitor specific tasks assigned to individual users

CDRL Module

- MEARS Sets allows grouping of related CDRLs
- Create and/or Copy DD 1423-1 forms
- Package/Print one or more DD 1423-1 forms into a single exportable file
- Monitor CDRL deliverables through MEARS Tracking Records
- Generate and update Tracking Records based on defined Milestones
- Run various Reports to audit deliveries, delinquencies, and content

Reports Module

- Document status and voting reports
- User access and information reports
- Custom Reports
- Export reports to a spreadsheet



Our Vision...

To provide a quality product that delivers superior performance with courteous, responsive, and dependable customer service.

For more information or to schedule a demonstration please contact:

MEARS Program Office
US ARMY AMCOM
AMSAM-MSI-L
Redstone Arsenal, AL

Commercial: (256) 842-0864
DSN: 788-0864
Fax: (256) 313-2144
DSN Fax: 897-2144

Website: mears.army.mil

John Rogers
MEARS Program Manager
(256) 876-8834 • DSN: 746-8834
john.a.rogers.civ@mail.mil

