Project Behind Schedule Calculations

All CCSDS Approved Projects have 3 Dates Types for each project milestone (Original Completion Date, Estimated Completion Date, and Actual Completion Date). Each project milestone is sequential, and once a project milestone is completed (all 3 dates are entered), then the code calculations for On or Behind Schedule status' move to the next milestone.

Original Completion Dates

These dates are entered during the draft / pre-approval phase. Once a project is "Approved" by the CMC these dates are no longer editable. These dates are **not used** to calculate the Project Behind Schedule status.

Estimated Completion Dates

Once a "Draft" project is "Approved", the "Original Completion Dates" are automatically copied to the "Estimated Completion Dates". These fields are editable, and **are used** to calculate the Project Behind Schedule status. WG Chairs should ensure that their current milestones "Estimated Completion Date" are in the future. If the date is in the past, then the project will be "Behind Schedule." NOTE - The current milestone is the first milestone that does not have an "Actual Completion Date".

Actual Completion Dates

These fields are editable. Once a Milestone / Project Phase is completed for a project, the WG Chair should enter the date of it's completion.   This will move the Milestone / Project Phase to the next sequential milestone.

Example: The project below is "**On Schedule**". The Milestone / Project Phase is "First Draft Circulated to WG", because there is no "Actual Completion Date" Entered. Since the "Estimated Completion Date" is in the future, then the project is "**On Schedule**".

Schedule

Legend for Schedule Milestones / Schedule Milestones	Orange Book	Green Book	Magenta Book	Blue Book	Original Completion Date (Date in M/D/YYYY format.)	Estimated Completion Date (Date in M/D/YYYY format.)	Actual Completion Date (Date in M/D/YYYY format.)
● = Required for Orange Books ● = Required for Green Books ● = Required for Magenta Books ● = Required for Blue Books (Red Books are Draft Blue/Magenta Books)							
Project Approved	●	●	●	●	1/1/2014	1/1/2014	12/28/2013
Planned Project Start Date	●	●	●	●	12/28/2013	12/28/2013	12/28/2013
Internal WG Review							
- First draft circulated to WG	●	●	●	●	5/30/2014	11/1/2016	
- First draft comments due	●	●	●	●	9/30/2014	1/31/2017	

Example: The project below is "**Behind Schedule**". The Milestone / Project Phase is "Final WB Submitted to AD for further processing", because there is no "Actual Completion Date" Entered. Since the "Estimated Completion Date" is in the past, then the project is "**Behind Schedule**".

Schedule

Legend for Schedule Milestones / Schedule Milestones	Orange Book	Green Book	Magenta Book	Blue Book	Original Completion Date (Date in M/D/YYYY format.)	Estimated Completion Date (Date in M/D/YYYY format.)	Actual Completion Date (Date in M/D/YYYY format.)
● = Required for Orange Books ● = Required for Green Books ● = Required for Magenta Books ● = Required for Blue Books (Red Books are Draft Blue/Magenta Books)							
Project Approved	●	●	●	●	1/1/2014	1/1/2014	12/28/2013
Planned Project Start Date	●	●	●	●	12/28/2013	12/28/2013	12/28/2013
Internal WG Review							
- First draft circulated to WG	●	●	●	●	5/30/2014	5/30/2014	11/10/2014
- First draft comments due	●	●	●	●	9/30/2014	1/8/2015	2/1/2015
- Second draft circulated to WG	●	●	●	●	3/1/2015	7/1/2015	11/1/2015
- Second draft comments due	●	●	●	●	7/30/2015	11/1/2015	1/30/2016
- Final WB submitted to AD for further processing	●	●	●	●	11/30/2015	7/1/2016	
Secretariat Document Processing	●	●	●	●	12/31/2015	8/1/2016	