

# TRAC2 5.1.1.6.1

**5.1.1.6.1 - The repository shall have a documented change management process that identifies changes to critical processes that potentially affect the repository's ability to comply with its mandatory responsibilities.**

## **Explanation**

SP retains historical versions of software so that changes to critical processes can always be reversed. This software controls ingest, certain aspects of data management, archival storage, access, and dissemination. SP stores software in its code versioning system. The repository's [backup](#) plan includes procedures that make regular copies of the code versioning system.

## **Responsibility**

*Digital Preservation Policy Librarian*

*Systems Administrators*

## **Potential Risks**

Please see [5.1.1.6.2](#) for risks associated with changes to critical processes.

## **Monitoring Commitments**

SP carries out extensive testing and evaluation of changes and adjustments to critical processes. Please see [5.1.1.6.2](#) for more information.

## **Relevant Document**

1. [Backup Plan](#)