NOAA-NASA Satellite Programs and Projects

Management Control Plan (MCP)

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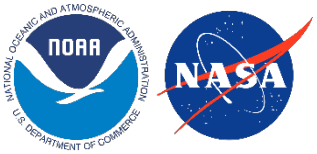

National Oceanic and Atmospheric Administration (NOAA)
National Aeronautics and Space Administration (NASA)

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Management Control Plan
Document Change Record

Version	Date	Description	Revised Section(s)
0	12/17/19	Initial Release	
1.0	4/28/23	First Revision	● Sec 1.1: Update to National Space Policy of the United States dated December 9, 2020. ● Sec 1.1: More specific references to DOC policies ● Sec 2.1: Added reference to NPR 7120.8 but with a statement that 7120.5 is preferred. Also updated Figure 1 to be more readable and color neutral. ● Sec 2.2: Figure 2 updated programmatic authority flow to be more consistent with DOC/NOAA policy (NASA role not affected). ● Sec 2.3.3: Added section (coordinated with NASA OSMA) to clarify that NESDIS AA assigns mission risk classification for NOAA missions. ● Sec. 2.4.2: NASA DPMC signature authority changed from DAAP to AA or Deputy AA. ● Sec. 2.4.4: Added section to describe role of NESDIS Executive Council (including reference to JASD Director serving as Ex Officio member). ● Sec. 3.1: Added paragraph on tailoring/integration of DOC and NASA program milestones. ● Sec. 3.1: Corrected numbering error from previous version of MCP which skipped section 3.1.1. ● Sec. 3.1.2 (formerly Sec. 3.1.3): Added paragraph describing role of NESDIS Deputy AA for Systems. ● Section 3.4: Added language stating that tailoring of LCRs will be documented in FAD or Program/Project Plan. ● Section 4.1: Removed specificity regarding approval of PCAs. ● Section 4.3: Revised process for definition of program requirements by NOAA. ● Section 4.4: Added reference to FAD. ● Section 4.5: Added SMD as approver of project plans.

This document and subsequent versions are maintained under configuration control by NOAA's National Environmental Satellite, Data and Information Service (NESDIS) based on mission and budget ownership and governance structure, and NASA's Science Mission Directorate (SMD). Proposed changes require the concurrence of NOAA's Assistant Administrator (AA) for Satellite and Information Services, herein referred to as the NESDIS AA, and NASA's Associate Administrator (AA) for the SMD, herein referred to as NASA SMD AA, or NASA SMD Deputy AA (as delegated by letter from the NASA AA), and the approval of NOAA's Deputy Under Secretary for Operations (NOAA DUS/O) and NASA's Associate Administrator.

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1. INTRODUCTION

1.1 Purpose

The National Space Policy of the United States dated December 9, 2020 states, "NOAA may utilize NASA as the acquisition agent for operational environmental satellites for [atmospheric and space weather forecasting] activities and programs." This Management Control Plan (MCP) documents the high-level governance, business processes, management controls, and organizational structure of the NOAA satellite programs that leverage NASA as the acquisition agent. This MCP codifies methods and procedures agreed upon by NOAA and NASA management to ensure clarity of communications and the consistent implementation of a formal and disciplined program management process across different programs and projects. It defines the NOAA-NASA intra-agency and interagency organizational relationships, authorities, roles, and responsibilities, and governance structure. Specific program and project level details shall be documented in program and project plans.

Adherence to this MCP, the NASA Procedural Requirements (NPR) 7120.5, *NASA Space Flight Program and Project Management Requirements*, and direction of the NOAA Observation Systems Council (NOSC) is consistent with the requirements in the *Department of Commerce (DOC) Memorandum on Policy on Commerce Acquisition Project Management* (11/06/2012), and the Department Administrative Order (DAO) 208-16, *Acquisition Project Management*. The DOC Policy and DAO requires major systems to institute a formal requirements process, institute formal program management discipline and ensure proper DOC oversight and insight on major systems.

1.2 Context

This NOAA-NASA MCP defines the general governance and management approach for all NOAA Programs using reimbursable agreements to leverage NASA as the acquisition agent (hereinafter referred to as "NOAA-NASA programs"). Each NOAA-NASA program will be traceable to an Interagency Agreement (IAA), and will have its own program-specific governing documents such as a Formulation Authorization Document (FAD) and Program and Project Plans. The use of these documents is described in section 4.0 of this MCP. The descriptions of the governance and management approach in this document supersede any previous document or decision memorandum.

1.3 Definitions of Key Terms

Definitions of key terminology is provided below to enable the understanding of key concepts in this document:

> Programmatic Authority is the authority to make decisions on requirements, technical approach, cost, and schedule of programs.
>
> Institutional Authority is the authority to ensure that technical, policy, and other institutional standards are maintained during the execution of programs. Examples of

such institutional standards are the *DOC Scalable Acquisition Project Management Framework (DAO 208-16)* and the *NASA Space Flight Program and Project Management Requirements (NPR 7120.5)*. The application of institutional authority is described in Section 2.

Strategic Coordination is the process by which the programmatic and institutional authorities work in concert in service of the high-level strategic objectives as defined by NOAA. Given joint strategic planning efforts in alignment with NOAA's mission and vision, NOAA will provide NASA top-level strategic direction.

Insight is an element of surveillance that monitors Program/Project performance using metrics and milestones documented in the relevant Program/Project documentation. [*cf.* NASA Procedural Requirements (NPR) 7123.1B, *NASA Systems Engineering Processes and Requirements*, Paragraph 4.1.1]

Programmatic Oversight is an element of surveillance that occurs in line with Program/Project reviews, in which the relevant programmatic or institutional authority retains and exercises the right to concur or non-concur with Program/Project decisions.

2.0 IMPLEMENTATION APPROACH, PROGRAMMATIC AUTHORITY, INSTITUTIONAL AUTHORITY, AND GOVERNANCE

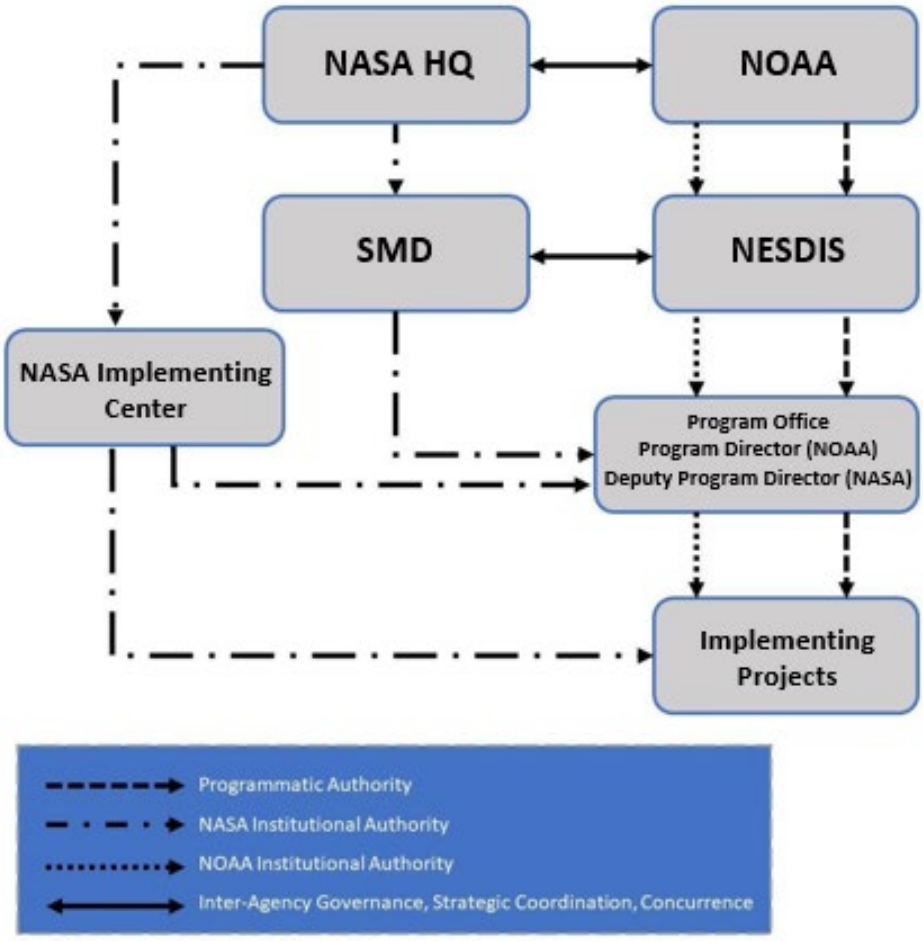
2.1 Implementation Approach

An overarching principle mutually agreed upon between the two agencies is that the processes, procedures and technical approach to formulate and implement the joint programs shall be in accordance with NPR 7120.5, but tailored, as appropriate, to meet DOC and NOAA requirements. Although not common, NPR 7120.8, *NASA Research and Technology Program and Project Management Requirements*, can be used in lieu of a tailored NPR 7120.5 for Research and Technology Programs. Due to the operational nature of most NOAA-NASA programs, however, NPR 7120.5 is preferred. All procedural tailoring, which is encouraged, will be documented in the Formulation Authorization Document (FAD) and Program/Project Plan. Each NOAA-NASA program/project will meet the intent of the DOC and NOAA requirements by adhering to the appropriate program/project management NPR and the requirements of this document, as tailored in the FAD and the Program/Project Plan.

Program/Project decision authorities are defined in NPR 7120.5, with tailoring documented in the FAD and Program/Project Plan, to accommodate the collaboration between NOAA and NASA. **Figure 1** illustrates the differentiation of authorities and accountabilities from the channels of inter/intra-agency communications, coordination, program status reporting and oversight/compliance on programmatic and institutional procedures that are required to satisfy the needs of the two agencies.

The flow of authority and governance may be tailored to the specific needs of individual programs with the concurrence of NOAA and NASA. The level of authority may change based on the program or project risk classification documented in the FAD and Program/Project Plan. Roles and responsibilities of the individual parties are defined in Section 3.

Figure 1: Interagency Lines of Authority and Governance



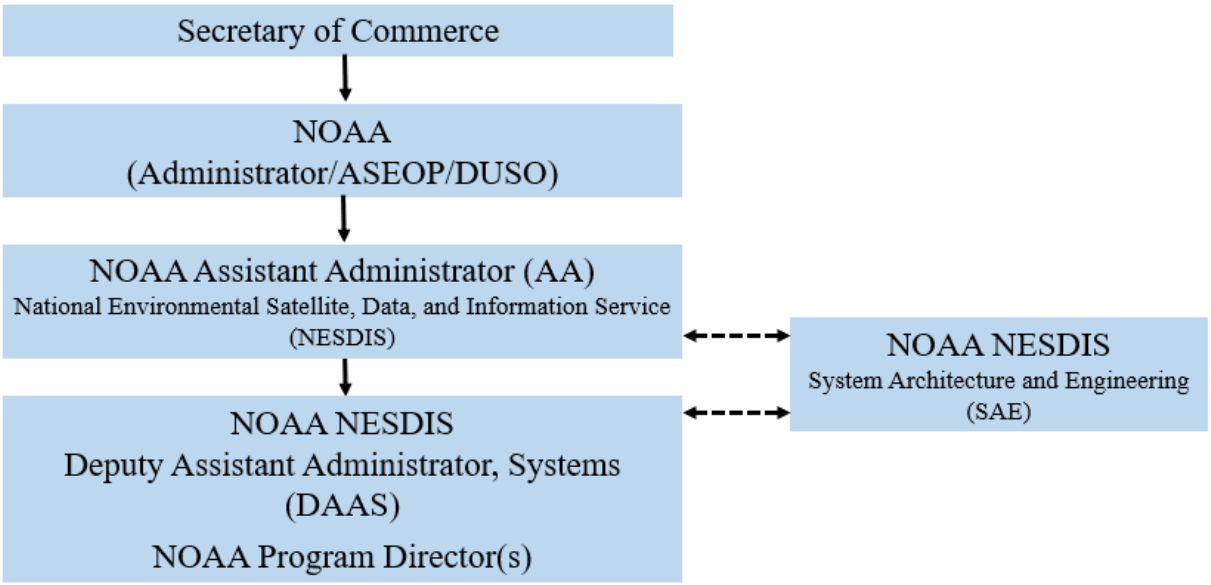
2.2 Programmatic Authority

The Secretary of Commerce has delegated authority to the Under Secretary for Oceans and Atmosphere and the NOAA Administrator to perform the functions of observing, collecting, communicating, analyzing, and disseminating comprehensive data and information about the state of the atmosphere, oceans, land, and the space environment. The NOAA Administrator further delegates authority to the Assistant Secretary of Commerce for Environmental Observation and Prediction (ASEOP) and Deputy Under Secretary for Operations (DUSO) for the implementation of all environmental observations and prediction, including satellite development programs. The ASEOP (or DUSO) delegates all authorities to the NESDIS AA who provides programmatic direction to the NOAA Program Directors. The flow of programmatic authority for NOAA-NASA programs is depicted in Figure 2 with solid arrows; dashed arrows represent the advisory role that NESDIS System Architecture and Engineering (SAE) plays for

the NESDIS AA and Deputy Assistant Administrator for Systems (DAAS) in program implementation.

Consistent with programmatic authority flow, funding will flow from NESDIS to the responsible program. Funding will flow next to the implementing organizations for NOAA activities, and to NASA Headquarters for NASA activities.

Figure 2: NOAA Satellite Implementation, Flow-Down of Programmatic Authority



Authority to establish/approve commitments is provided in Table 1 below:

Table 1: Authority to Approve Commitments

Commitment	Decision Authorities
Department of Commerce Milestone Decision Memoranda	Deputy Secretary of Commerce
Baseline Report to Congress	Under Secretary of Commerce for Oceans and Atmosphere (NOAA Administrator)
Key Decision Point (KDP) Decision Memoranda	Under Secretary of Commerce for Oceans and Atmosphere (or delegated authority)

2.3 Institutional Authority

NOAA and NASA exercise institutional authority on NOAA-NASA programs described herein. NOAA and NASA are responsible for ensuring that their own standards are maintained on programs to which those standards apply. Institutional standards define how NOAA and NASA

perform business, and are independent of any particular program or project. Institutional requirements may respond to Federal statute, regulation, treaty, or Executive order. Institutional standards may be tailored for specific programs. Any such tailoring is documented in the FAD and Program/Project Plan for each program.

In the event of a direct conflict between any applicable NOAA and NASA institutional standards, the NOAA standard shall take precedence unless an alternate approach is documented in the approved FAD and Program/Project Plan.

Institutional authority will be exercised via the communication paths described in Figure 1.

2.3.1 Technical Authority

Technical authority (TA) is a component of institutional authority. The TA process employed for NOAA-NASA programs is outlined in NPD 1000.0 and NPR 7120.5. The TA process allows the team members to elevate a technical disagreement to the appropriate level of technical authority. NASA's Engineering and Safety and Mission Assurance organizations provide individuals who have a formally delegated Technical Authority role traceable to the NASA Administrator. In the unlikely event that a dissenting opinion cannot be resolved at lower levels, it will ultimately be resolved between the NASA Administrator and the NOAA Administrator, with the NOAA Administrator making the final decision.

2.3.2 Science Technical Authority

Science Technical Authority (STA) is a component of institutional authority. For NOAA-NASA programs, the NOAA Program Scientist exercises STA using internal NOAA processes. Decisions involving Program Level Requirements trades will be elevated by the STA to the NESDIS Chief Scientist and SAE Director. NASA is not responsible for STA, as it is not considered a NASA technical authority per NPR 7120.5.

2.3.3 Risk Classification Authority

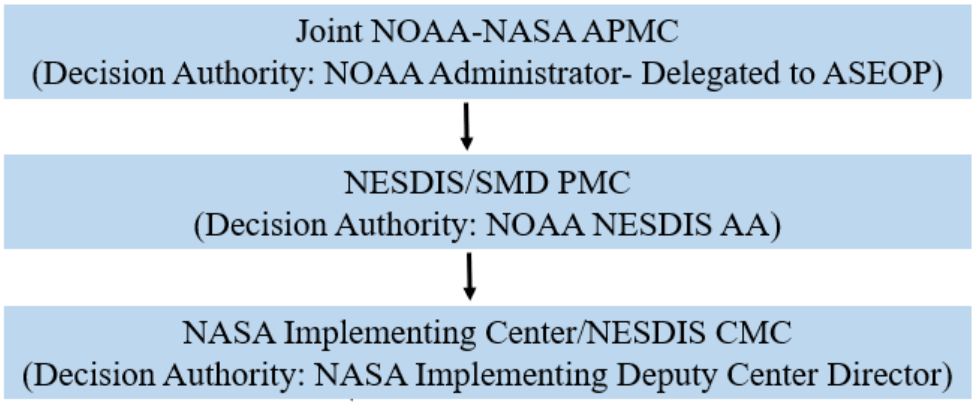
NPR 8705.4, Risk Classification for NASA Payloads, provides the basis for establishing a risk classification that, in turn, establishes the approach that programs and projects use to define acceptable risk. The procedural requirements define the criteria and establish standards for each risk class that spacecraft and instrument payloads should be built to, including mission assurance expectations that drive design, analysis, test philosophy, and risk management. The NESDIS AA has the authority to assign the mission risk classification for NOAA-NASA programs and projects, in collaboration with the NOAA-NASA team.

2.4 Governance Structure

The governance structure for NOAA-NASA programs is depicted in **Figure 3**, consistent with NPR 7120.5 to accommodate the NOAA-NASA programs. If agreed to by NOAA and NASA, the governance structure may be tailored and shall be documented in the FAD and

Program/Project Plan. NOAA and NASA jointly chair management councils. NOAA serves as the final decision authority, with the exception of the NOAA-NASA Center Management Council (CMC). The CMC final decision authority is the implementing NASA Deputy Center Director. The required attendees (or alternate as designated) at each Management Council meeting are specified in Appendix A.

Figure 3: NASA-NOAA Governance Structure



2.4.1 NOAA-NASA Agency-Level Program Management Council

Purpose: The Agency-level Program Management Council (APMC) provides executive and strategic oversight of selected NOAA Programs being implemented in partnership with NASA.

Co-Chairs: NOAA Administrator (or alternate as designated) and NASA Associate Administrator (as defined or modified by delegation letter).

Decision Authority: The NOAA Administrator (or alternate as designated) has final decision authority.

Signature authority: The NOAA Administrator (or alternate as designated) has final decision authority.

Required concurrence: NOAA NESDIS AA.

The NOAA-NASA APMC is the decision forum for all mission, project and program level Key Decision Points (KDP) and external commitments, unless further delegated.

2.4.2 NESDIS-NASA Science Mission Directorate (SMD) Program Management Council (PMC)

Purpose: The NESDIS/Science Mission Directorate Program Management Council (DPMC) convenes for the sole purpose of conducting KDP reviews.

Co-Chairs: NESDIS AA and SMD Deputy Associate Administrator for Programs (DAAP).

Decision Authority: The NESDIS AA has final decision authority.

Signature Authority: NESDIS AA and SMD Associate Administrator, Deputy Associate Administrator, or DAAP.

Required Concurrence: Assigned NASA Center Director, Program Director, and NASA's Joint Agency Satellite Division (JASD) Director.

2.4.3 NASA Implementing Center/NESDIS Center Management Council

Purpose: The NASA Implementing Center/NESDIS CMC provides oversight and advice regarding NOAA-NASA programs for Flight and/or Ground segment responsibilities being implemented by the Program, and of Center institutional functions that provide support.

Co-Chairs: For NOAA-NASA programs, the CMC is co-chaired by the NASA Implementing Center Deputy Center Director and the NOAA NESDIS Deputy Assistant Administrator for Systems (DAAS).

Decision Authority: The Implementing Center Deputy Center Director has final decision authority.

Signature Authority: NOAA DAAS and NASA Deputy Center Director.

Required Concurrence: NOAA NESDIS Offices, NASA Center "Directors of".

2.4.4 NESDIS Executive Council

Purpose: The NOAA NESDIS Executive Council (EC) is the senior decision-making body within NESDIS and is responsible for setting the strategic priorities and making decisions that affect the NESDIS enterprise, as outlined in the NESDIS Executive Council Charter and Terms of Reference. The EC has a role at the programs' and projects' Milestone 0 reviews to affirm foundational NOAA mission needs and to begin development. The EC may retain direct approval throughout a project lifecycle, pending AA/DAAS guidance.

Chair: NOAA NESDIS AA

The NASA JASD Director participates as an ex officio member when invited by the NESDIS AA in order to ensure NASA insight and input into EC decisions.

Decision Authority: The NESDIS AA has final decision authority.

Required Concurrence: This council is not a consensus body. The NESDIS AA retains executive authority to make decisions within and outside the council, including overturning EC decisions.

2.5 Monthly Reporting

Monthly reviews providing exchange of information regarding joint program status are conducted monthly at the NOAA-NASA Monthly Status Review (MSR), at the SMD Flight Program Review (FPR), and at the NOAA-NASA APMC meetings.

2.5.1 Monthly Status Review

The Monthly Status Review (MSR) is held at the implementing NASA center for each program/project. The meeting is chaired by the relevant NASA Deputy Center Director.

2.5.2 SMD Flight Program Review

The SMD Flight Program Review (FPR) is held at NASA Headquarters. It is chaired by the SMD DAAP and attended by representatives from NASA technical authority, Office of the Chief Financial Officer, Launch Services Program, and other organizations as required. Program and NESDIS leadership are invited to attend.

2.5.3 Monthly Reporting at NOAA-NASA APMC

Aside from decisional processes described in Section 2.4.1, the NOAA-NASA APMC convenes monthly for informational sessions at which Programs report their programmatic and technical status to NOAA and NASA Senior leadership.

3. ROLES AND RESPONSIBILITIES

3.1 Department of Commerce (DOC)

DOC provides policy, oversight and guidance to NOAA for successful acquisition and operation of the Programs and Projects.

The Office of the Assistant General Counsel for Administration (OGC/Admin) is responsible for providing legal review and clearance of all agreements and amendments including “no-cost time extensions,” unless otherwise advised by the OGC/Admin.

The DOC Deputy Secretary is the chair of the Milestone Review Board and is the Milestone Decision Authority (MDA) for each DOC Scalable Acquisition Milestones (MS) and is responsible for oversight and review of all major programs. DOC’s MS will be tailored to NOAA’s programs as needed including delegation of MS decision authority to NOAA or lower organizational level as applicable.

The DOC Chief Financial Officer/Assistant Secretary for Administration (CFO/ASA), is responsible for DOC budget formulation and execution including independent costs estimates and interfaces to the Office of Management and Budget (OMB) and Congress. The DOC provides the Senior Procurement Executive who is responsible for acquisition strategy.

The life cycle milestone compliance approach for individual programs will be described in the applicable FAD, IAA and/or program/project plans. For Projects and Single-Project Programs, the most significant aspect of aligning DOC and NASA processes is that the departmental baseline (Milestone 2) occurs after NASA's Acquisition Strategy Meeting (ASM), but before award of development contracts, System Design Review (SDR) and KDP-B. NOAA establishes departmental formulation baseline at Milestone 2, whereas NASA establishes an agency baseline at KDP-C. After KDP-C, Milestones 3 establishes NOAA departmental implementation approval and NOAA prepares and submits the Congressional Baseline Report.

3.1.1 National Oceanic and Atmospheric Administration (NOAA)

The Under Secretary of Commerce for Oceans and Atmosphere is the responsible authority for NOAA programs and is delegated the authority by DOC to execute the programs and has re-delegated that authority to the NESDIS AA.

The ASEOP provides agency-wide direction with regard to weather, water, climate and ocean observations and forecasts. The DUSO is responsible for ensuring the timely and effective implementation of directives as well as the daily operations of NOAA.

NOAA is the final authority for the NOAA satellite enterprise, including Program, and cross-NOAA line office institutional readiness and interface control.

Appendix B further outlines NOAA's role as typically documented in inter-Agency agreements regarding NOAA-NASA programs.

3.1.2 NOAA National Environmental Satellite, Data, and Information Service (NESDIS)

NESDIS is responsible for providing timely access to global environmental data from satellites and other sources to promote, protect, and enhance the Nation's economy, security, environment, and quality of life. To fulfill its responsibilities, NESDIS:

a. Acquires and manages the Nation's operational environmental satellites
b. Operates the NOAA National Centers for Environmental Information
c. Provides data and information services including Earth system monitoring
d. Performs official assessments of the environment
e. Conducts related research

The NESDIS AA is responsible for developing and operating civilian satellite remote sensing systems and facilitating the acquisition, processing, dissemination, and exchange of global environmental data per the guidance and direction of NOAA. The NESDIS AA provides

leadership, strategic vision and management oversight of all NOAA-NASA Programs/Projects and is responsible for the overall success of the NOAA satellite enterprise. The NESDIS AA has the responsibility and authority to approve the NESDIS Level Requirements (NLR), and all official actions related to the NLR for the NOAA satellite enterprise.

The NESDIS AA delegates the responsibility for implementation of NOAA-NASA programs/projects to the NOAA Program Directors. To assist the Program Directors, the AA coordinates with the Deputy Assistant Administrator for Systems (DAAS) who assesses the requirements and goals of the NESDIS satellite programs/projects and provides expert advice to the AA and Deputy Assistant Administrator (DAA) concerning satellite system objectives, portfolio management, performance, acquisition strategies, cost criteria, and interface standards. The DAAS supports partnership agreements with major observing system development partners (ex. NASA JASD and implementing Centers) and collaborates with NASA to assess contractor performance on a wide variety of systems acquisition contracts, some of which have contract values in the billions of dollars.

The NOAA Program Director (PD), as delegated, is ultimately responsible for the successful implementation of all programs/projects within their portfolio (geostationary, low earth orbit, or space weather).

3.2 National Aeronautics and Space Administration (NASA)

NASA is an independent agency of the executive branch of the Federal government of the United States responsible for the civilian space program, as well as aeronautics and aerospace research.

Traditionally, NOAA utilizes NASA as the acquisition agent for operational environmental satellites. NASA is responsible for providing oversight to reimbursable missions, including NOAA missions that utilize NASA as its acquisition agent. For projects where NASA is the acquisition agent for NOAA, NASA provides project management, technical and mission assurance expertise necessary to meet NOAA mission requirements.

3.2.1 NASA Science Mission Directorate (SMD)

NASA's SMD, through the SMD AA or Deputy AA, is responsible for providing program level insight and oversight of NASA-developed, reimbursable NOAA satellite programs.

The NASA Associate Administrator for Science is responsible for overseeing NASA activities on NOAA-NASA programs, which include but are not limited to the following:

a. Provide NOAA access to information (e.g., technical, financial, schedule) in order to maintain insight and oversight and accountability for its mission and investment, including site visits and inspections with NASA coordination
b. Execute NASA activities in accordance with applicable Federal and NASA standards and practices, as tailored to meet NOAA-NASA program objectives
c. Act as the acquisition agent for the flight and ground segments as delineated in specific IAAs for NOAA-NASA programs

d. Lead and manage, with NOAA engagement, the procurement, development, and execution of all applicable flight systems

Appendix B further outlines NASA's role as typically documented in interagency agreements regarding NOAA-NASA programs.

3.2.2 NASA Joint Agency Satellite Division (JASD)

The JASD Director is responsible for ensuring that NOAA-NASA programs are executed in accordance with all applicable NASA policies and practices, briefing NASA senior management on the progress and status of NOAA-NASA programs, and providing strategic coordination with NESDIS and NASA Centers.
JASD has the following responsibilities:

a. Provides insight into NOAA reimbursable programs
b. Ensures NOAA-NASA programs are executed in accordance with all applicable NASA policies and practices
c. Facilitates coordination and communication between the Agencies (e.g., briefs program status at HQ MSR, serves as SMD representative at Flight Planning Board, and interprets/communicates NASA policy)
d. Provides oversight via independent programmatic assessments at monthly NASA HQ FPRs
e. Conducts and provides recommendations at Joint NESDIS-SMD KDPs
f. Facilitates review and concurrence of safety and engineering technical authorities as required
g. Allocates reimbursable funding to NASA centers and monitors financial management to ensure the integrity of the reimbursable funding process
h. Reviews and provides feedback on annual PPBE submissions
i. Coordinates among NASA Senior leadership the establishment of, and any changes to, NOAA program level management agreements and external commitments as well as any deviations to NASA policy. Advises SMD leadership on concurrence with NOAA-established Program and/or Project Level 1 Requirements.
j. Coordinates Legislative Affairs, Public Affairs, Education, and Outreach within NASA and between NOAA and NASA
k. Reviews and provides input on Interagency and International Agreements impacting joint programs
l. Reviews and concurs on Interagency and International Agreements impacting NASA contributions to joint partnerships
m. Manages cross-directorate agreements (e.g., launch services)
n. Provides insight for NASA infrastructure (e.g., NASA Business Initiatives, such as consolidation of functional offices etc.)
o. Provides concurrence on NASA key personnel assignments after consultation with NOAA on NOAA-NASA programs
p. Works with NESDIS to ensure NASA compliance with governance structure
q. Participates in strategic planning with NOAA leadership

3.2.3 NASA Implementing Center

A NASA Center is assigned implementation responsibility for a NOAA-NASA program by NASA Headquarters. The NASA Center Director is responsible for exercising institutional authority to the NOAA-NASA program. The NASA Center will provide program mission assurance, system engineering resources, functional and institutional support, project and program management, and development expertise. The NASA Implementing Center provides personnel, procedures, facilities, and institutional checks and balances to assure mission success of NOAA-NASA programs.

The Center is responsible for providing NOAA personnel with co-located offices and necessary infrastructure equipment to enhance program communications and mission success.

3.3 NOAA-NASA Programs

NOAA-NASA programs are led by a NOAA Program Director (PD). Programs are organized with an integrated NOAA-NASA program office that is staffed with personnel from NOAA and NASA, and co-located at an implementing center to maximize program operations.

The NOAA PD reports to NESDIS and to NASA Center management. The PD is a NOAA employee and has programmatic and institutional authority and responsibility for managing the overall execution and performance of the NOAA-NASA program. The PD is accountable to NESDIS and NASA Center management for all aspects of program execution, including financial, technical, and operational performance and compliance with DOC, NOAA and NASA institutional requirements. The NASA Deputy Program Director is a NASA employee and supports the NOAA PD in the execution of his/her responsibilities and authorities and may act for the NOAA PD in his/her absence.

The PD is responsible for the following activities:

a. Implement Program Level Requirements (PLR) as defined by NOAA.
b. Ensure readiness of satellites, operational ground system, and personnel for flight operations, including transition of operations from NASA to NOAA.
c. Lead program budget development for fiscal year and life cycle in accordance with the DOC-NOAA processes based on consultation from NASA.

NOAA and NASA will jointly conduct mishap investigations; acquisition planning, and source selection and performance evaluation. NOAA will participate in NASA Chaired Flight Planning Boards for NOAA funded launches.

3.4 Convening Authorities for Life Cycle Reviews

The Standing Review Board (SRB) convening authorities are the NOAA NESDIS AA, the SMD AA or Deputy AA (as delegated by letter from the NASA AA), and the implementing Center Director. Each program/project will perform the life-cycle reviews in accordance with NPR 7120.5 and applicable Center policies and procedures, as tailored and documented in the FAD and Program/Project Plan.

Non-SRB reviews (such as engineering peer reviews, subsystem reviews, and/or various system reviews) are conducted by a review team convened by the implementing NASA center.

4.0 PROGRAM BASELINE DOCUMENTATION

The MCP is an applicable document for the program/project plan of each program/project.

4.1 Program Commitments

Major NOAA Programs are baselined consistent with the Consolidated and Further Continuing Appropriations Act, 2012 (P.L. 112-55) and amended by P.L. 113-6 (amending 33 U.S.C 878a). The life cycle milestone compliance approach for each program/project will be described in the applicable program/project plan. This will include how DOC milestone requirements will be addressed in the context of the approach documented in the FAD. The Program's Management Agreement, Life Cycle Cost, and launch dates will be documented in milestone decision memoranda and/or program commitment agreements.

4.2 Interagency Agreements (IAA)

Federal law requires that an Interagency Agreement (IAA) be executed if joint activity between agencies requires a transfer of funds. The IAA model was developed by the Department of Treasury Financial Management Service (FMS) and OMB. The standard IAA consists of two forms by FMS – Form 7600A, which sets the General Terms and Conditions (GT&C), and Form 7600B, which sets Order Requirements and Funding Information. Form 7600A block number 11, will specify scope of the agreement. A framework for block number 12 for 7600A is provided in Appendix B.

4.3 Program Level Requirements

NESDIS observation requirements are approved by the NOAA Observing System Council (NOSC) and captured in the NLR document. The Program Requirements document is derived from the NLR by NESDIS, approved by the NESDIS AA, SAE Director, and PD, and configuration managed at the SAE level.

4.4 Program Plan

The Program Plan is the responsibility of the PD. The Program Plan documents the environment in which the programs operate and the requirements levied on a program to implement the high-level requirements allocated from the program to its projects. The content of NOAA-NASA programs will be defined initially in the FAD and later formalized in the Program Plan. The Program Plan is approved by the NESDIS AA and the SMD AA or Deputy AA, and the participating NASA Center Director.

4.5 Project Plan

The development of the Project Plan, where there is an overarching Program, is the responsibility of the Project Manager (PM). The project plan is an agreement among the NESDIS AA, SMD AA or Deputy AA, NOAA PD, participating Center Director(s), and the PM. The Project Plan is prepared by the Project Manager with the support of the project team, and defines the project's objectives, technical and management approach, and commitments of the project to the program.

5. BUDGET PLANNING AND EXECUTION PROCESS

The PD is responsible for budget planning and execution and will follow NOAA's processes for the development, submission, and tracking of annual budgets. SMD JASD and NASA Centers will participate in the budget process by providing consultation to, and review of program's Planning, Programming, Budgeting, and Execution (PPBE) inputs to NOAA's Strategy, Evaluation and Execution (SEE) process. The PD will report budget execution status in accordance with monthly obligation and cost plans, and monthly earned value reports.

6. STAKEHOLDER AND PUBLIC ENGAGEMENT

NOAA, in coordination with NASA, will lead stakeholder and public engagement including: responding to congressional inquiries and reporting; engaging with OMB, and public affairs.

7. INDEPENDENT OVERSIGHT

Each agency shall support program review and audit activities conducted by independent oversight organizations (eg. GAO). Each agency shall follow its own processes for oversight by agency-specific oversight (eg. OIG). Cross-agency audit/inspection/review activities shall be initiated, coordinated, and conducted through the subject agency's oversight office (eg. OIG).

APPENDIX A: ACRONYMS

Table 2: Acronyms

Abbreviation	Definition
APMC	Agency-level Program Management Council
ASA	Assistant Secretary for Administration
ASEOP	Assistant Secretary of Commerce for Environmental Observation and Prediction
ASM	Acquisition Strategy Meeting
CFO	Chief Financial Officer
CMC	Center Management Council
COURL	Consolidated Observing User Requirements List
DAAP	Deputy Associate Administrator for Programs
DAAS (NESDIS)	Deputy Assistant Administrator for Systems
DAO	Department Administrative Order
DOC	U.S. Department of Commerce
DOO	Department Organization Order
DPMC	Directorate Program Management Council
DUS/O	Deputy Under Secretary for Operations
FAD	Formulation Authorization Document
FMS	Financial Management Service
FPR	Flight Program Review
GT&C	General Terms and Conditions
IAA	Interagency Agreement
JASD	Joint Agency Satellite Division
KDP	Key Decision Point
L1	Level One
MCP	Management Control Plan
MDA	Milestone Decision Authority
MDM	Milestone Decision Memoranda
MS	Milestone
MSR	Monthly Status Review
NASA	National Aeronautics and Space Administration
NASA AA	NASA Associate Administrator
NESDIS	National Environmental Satellite, Data, and Information Service
NESDIS AA	NOAA Assistant Administrator for Satellite and Information Services
NOAA	National Oceanic and Atmospheric Administration
NOAA AA	NOAA Assistant Administrator
NOAA DUS/O	NOAA Deputy Under Secretary for Operations

NOSC	NOAA Observing Council
NPD	NASA Policy Directive
NPR	NASA Procedural Requirements
OMB	Office of Management and Budget
PCA	Program Commitment Agreement
PD	Program Director
PM	Project Manager
PP	Program Plan
PPBE	Planning, Programming, Budgeting, and Execution
SAE	System Architecture and Engineering
SDR	System Design Review
SEE	Strategy, Evaluation and Execution
SMD	Science Mission Directorate
SMD AA	NASA Associate Administrator for Science Mission Directorate
SRB	Standing Review Board
STA	Science Technical Authority
TA	Technical Authority

APPENDIX B: NOAA-NASA Mandatory Meeting Attendees

Table 3: NOAA-NASA Mandatory Meeting Attendees

Meeting	Mandatory Attendees or Designee
Decisional NOAA-NASA APMC	NOAA: Under Secretary, Assistant Secretary for Environmental Observations and Prediction, Deputy Under Secretary for Operations, Chief Financial Officer, Chief Information Officer, Director of Acquisition and Grants Office, Office of General Council, Chief Administrative Officer, Assistant Administrator for Satellite and Information Services, Deputy Assistant Administrator for Systems, and the Assistant Administrator for National Weather Service NASA: Associate Administrator, SMD Associate Administrator, SMD Deputy Associate Administrator, SMD Deputy Associate Administrator for Programs, and the Director of the Joint Agency Satellite Division (JASD)
Decisional NOAA-NASA DPMC	NOAA: Assistant Administrator for Satellite and Information Services, Deputy Assistant Administrator for Systems, Chief Financial Officer, Assistant Chief Information Officer – Satellites, Office of System Architecture and Advanced Planning, Office of Satellite and Product Operations, Center for Satellite Applications and Research, National Centers for Environmental Information, Office of Satellite Ground Services, Office of Projects, Planning, and Analysis, and the Program Director NASA: SMD Associate Administrator or Deputy Associate Administrator, Deputy Associate Administrator for Programs (DAAP), Office of the Chief Engineer (OCE), Office of Safety and Mission Assurance (OSMA), Office of the Chief Financial Officer (OFCO), Office of the General Council (OGC), all SMD Division Directors, and Implementing NASA Center Director or designee

Meeting	Mandatory Attendees or Designee
Decisional NOAA-NASA CMC	NOAA: Deputy Assistant Administrator for Systems, Chief Financial Officer, Assistant Chief Information Officer – Satellites, Office of System Architecture and Advanced Planning, Office of Satellite and Product Operations, Center for Satellite Applications and Research, National Centers for Environmental Information, Office of Satellite Ground Services, Office of Projects, Planning, and Analysis, Program Director NASA: Center Deputy Director and Center Directorate leaders (i.e. "Directors of")

APPENDIX C: Interagency Agreement (IAA) NOAA-NASA

NOAA Roles and Responsibilities:

Delineated below are NOAA roles and responsibilities on programs:

a) Provide leadership, strategic vision and management oversight of the Program
b) Develop top level requirements
c) Provide decision authority for mission readiness, and operational ground system and personnel readiness
d) Provide decision authority for overall acquisition strategy
e) Lead program budget development for fiscal year and life cycle in accordance with the DOC/NOAA processes

NASA Roles and Responsibilities:

Delineated below are typical NASA agency-level responsibilities for the development of joint NOAA-NASA programs.

a) Execute scope in accordance with applicable Federal, and NASA standards and practices, as tailored to meet NOAA-NASA mission objectives
b) Act as the acquisition agent as requested by NOAA
c) Facilitate NOAA participation in acquisition and contract execution activities, including but not limited to source selection boards and award fee performance evaluation boards
d) Provide budget requirements and financial reports to NOAA
e) Provide facilities for NOAA and NASA personnel supporting NOAA missions, co-locating personnel from both agencies whenever feasible
f) Support sustainment activities, as required by NOAA
g) Be responsible for the Technical Authority process including leading technical reviews associated with the Technical Authority process
h) Serve as the system integrator and lead program's system engineering effort