

NATIONAL WEATHER SERVICE POLICY DIRECTIVE 10-1

APRIL 16, 2010

Operations and Services

NWS REQUIREMENTS, OPERATIONS AND SERVICES IMPROVEMENTS

NOTICE: This publication is available at: <http://www.nws.noaa.gov/directives/>.

OPR: OS1 (C. Woods)

Certified by: OS (D. Caldwell)

Type of Issuance: Routine

SUMMARY OF REVISIONS: This revision supersedes National Weather Service Policy Directive 10-1, Operations and Services, NWS REQUIREMENTS, dated February 5, 2007. Changes include replacement of the NWS Corporate Board committees with the OSIP Executive Oversight Committee.

1. A formal, consistent, responsive, and user-focused requirements-based management process is necessary to meet, effectively and efficiently, current and future demands for National Weather Service (NWS) improved operations and services. This process enables the NWS to identify, evaluate, prioritize, and manage needs and opportunities for operations and services improvements based on mission relevance. The process enables the NWS to develop and implement responsive, scientifically and technically sound, secure, and cost-effective solutions which meet requirements.
2. This directive defines the Operations and Services Improvement Process (OSIP), as the corporate NWS requirements-based management process for improving operations and services.
3. The OSIP is consistent with, supports, and links to existing policies and processes such as the NOAA Requirements Management Policy; Transition from Research to Applications Policy; IT Security Policy; Planning, Programming, Budgeting and Execution System (PPBES); and NWS Change Management Process.
4. This directive establishes the following authorities and responsibilities:
 - 4.1 The Deputy Assistant Administrator (DAA) ensures implementation and provides oversight for the OSIP; ensures linkage to NOAA Requirements Management Policy and the Transition from Research to Applications Policy; and directs or approves accelerated processing of high-priority projects.

4.2 The OSIP Executive Oversight Committee (EOC), comprised of the DAA, the OCWWS and CFO Directors, and one Regional Director; ensures OSIP decisions are aligned with NWS mission priorities, provides oversight to the OSIP Gates (key decision points), participates in OSIP Gate activities when needed, addresses decisions elevated to the EOC, and ratify or set OSIP project priorities.

4.3 The NWS Headquarters Office Directors, Regional Directors, and the Director of the National Centers for Environmental Prediction; ensure NWS needs, opportunities, and related operations and services improvement projects are submitted to OSIP as appropriate; designate representatives on the OSIP Gates; ensure adequate organizational representation and participation in OSIP Gate review and Review Team meetings; and coordinate and submit OSIP issues to the EOC as necessary.

4.4 The Director of the Office of Climate, Water and Weather Services is responsible for NWS Operational Requirements; the management of OSIP documentation and information; the establishment and oversight of the Change Management Process; and the establishment and oversight of the process for implementing New or Enhanced Products and Services.

5. The OSIP applies to needs, opportunities and related projects potentially affecting the national baseline of operations and services when development or implementation affects the Advanced Weather Interactive Processing System (AWIPS); more than one system, service, or functional area is affected; or necessary resources are not programmed.

6. Throughout this process training needs are determined based on new processes and skill sets required to support OSIP projects. The Office of Primary Responsibility will coordinate with the OCWWS Training Division to identify training needs and resources.

7. Procedural directives will be issued to implement this policy as needed and determined by the Director, Office of Climate, Water, and Weather Services.

Signed 4/2/2010
John L. Hayes Date
Assistant Administrator for Weather Services

Attachment A

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

Terms

Operations and Services Improvement Process (OSIP) – The requirements-based management process for the NWS.

OSIP Executive Oversight Committee (EOC) – DAA and Office Directors with oversight to the OSIP process and address OSIP project related issues that must be elevated beyond the OSIP Gate member level.

OSIP Gate meetings – Key Decision Point meetings to address the disposition, issues and resources related to OSIP projects.

OSIP Gate members – Representatives from all NWS offices and the field (all Financial Management Centers) who make decisions on OSIP projects, their disposition, and utilization of resources to support OSIP projects.

New or Enhanced Products and Services – As described in NWS Instruction 10-103; Describes procedures for implementing an experimental product or service or making a substantial change to an existing operational products or service.

NOAA Requirements Management – The NOAA policy (NAO 216-108) for managing mission requirements from identification and validation through solution selection and execution.

NOAA Transition from Research to Applications – The NOAA policy (NAO 216-105) for managing transitions from research to applications.

IT Security Policy - The NOAA Policy (NAO 212-13) for managing IT security.

Planning, Programming, Budgeting and Execution System (PPBES) – The process NOAA has adopted to link NOAA’s strategic vision with programmatic detail, budget development, and annual operating plans.

NWS Change Management Process – As described in NWS Instruction 10-101; Provides a process that ensures an orderly and traceable means for effecting change to operational NWS Systems under change management.