

National Aeronautics and
Space Administration

John H. Glenn Research Center
Lewis Field
Cleveland, OH 44135-3191



August 18, 2015

Reply to Attn of: QSH

U.S. Nuclear Regulatory Commission, Region III
Materials Control, Decommissioning Branch
Attn: Michael LaFranzo
2443 Warrenville Road, Suite 210
Lisle, IL 60532-4352

Subject: Submittal of Enclosure Inadvertently Omitted from Decommissioning Plan (DP)
Amendment Request Dated June 8, 2015

Ref: License #34-00507-16, Docket #030-05626

The NASA John H. Glenn Research Center (GRC) has identified that one of the enclosures referenced in its June 8, 2015, amendment request letter was incomplete. Enclosure 1 of this letter, "PL-01, Decommissioning Plan for the GRC Cyclotron Facility," was missing one of its Appendices. This appendix, "Appendix B," is a copy of the GRC's Statement Of Intent (SOI) letter, dated June 1, 2015. The GRC had submitted its SOI letter to the Commission prior to and separately from the DP amendment request; this former correspondence was added to the Nuclear Regulatory Commission's document management system under Accession Number of ML15163A129.

A copy of Appendix B to the NASA's "PL-01, Decommissioning Plan for the GRC Cyclotron Facility" is included as an enclosure to this letter. Should additional information be required, please contact me at (216) 433-6520.

A handwritten signature in blue ink, appearing to read "CJB".

Christopher J. Blasio, Radiation Safety Officer
Safety and Health Division

Enclosure

RECEIVED SEP 03 2015

National Aeronautics and
Space Administration

John H. Glenn Research Center
Lewis Field
Cleveland, OH 44135-3191



Reply to Attn of: QS

U.S. Nuclear Regulatory Commission
Region III
2443 Warrenville Road, Suite 210
Lisle, IL 60532-4352

STATEMENT OF INTENT

As Director of the National Aeronautics and Space Administration's (NASA) John H. Glenn Research Center (GRC), I exercise express authority and responsibility to request from NASA Headquarters funds for decommissioning activities associated with operations authorized by U.S. Nuclear Regulatory Commission Material License No. 34-00507-16. This authority is established by 51 U.S.C. §20113(a) and Section 5.3 of NASA Policy Directive (NPD) 1000.3E. Within this authority, I intend to request that funds be made available when necessary in the amount of \$11,500,000 to decommission Building 140 "Material and Structures Auxiliary Building," also known as the Cyclotron Facility, of GRC's Lewis Field located at 21000 Brookpark Road in Cleveland, Ohio. I intend to request and obtain these funds sufficiently in advance of decommissioning to prevent delay of required activities.

Copies of 51 U.S.C. §20113(a) and Section 5.3 of NPD 1000.3E are enclosed as evidence that I am authorized to represent GRC in this transaction.

A handwritten signature in black ink that reads "James M. Free".

James M. Free
Director
June 1, 2015

2 Enclosures

Enclosure

51 USC 20113: Powers of the Administration in performance of functions

Text contains those laws in effect on May 20, 2015

From Title 51-NATIONAL AND COMMERCIAL SPACE PROGRAMS

Subtitle II-General Program and Policy Provisions

CHAPTER 201-NATIONAL AERONAUTICS AND SPACE PROGRAM

SUBCHAPTER II-COORDINATION OF AERONAUTICAL AND SPACE ACTIVITIES

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§20113. Powers of the Administration in performance of functions

(a) **RULES AND REGULATIONS.**-In the performance of its functions, the Administration is authorized to make, promulgate, issue, rescind, and amend rules and regulations governing the manner of its operations and the exercise of the powers vested in it by law.

(b) **OFFICERS AND EMPLOYEES.**-In the performance of its functions, the Administration is authorized to appoint and fix the compensation of officers and employees as may be necessary to carry out such functions. The officers and employees shall be appointed in accordance with the civil service laws and their compensation fixed in accordance with chapter 51 and subchapter III of chapter 53 of title 5, except that-

(1) to the extent the Administrator deems such action necessary to the discharge of the Administrator's responsibilities, the Administrator may appoint not more than 425 of the scientific, engineering, and administrative personnel of the Administration without regard to such laws, and may fix the compensation of such personnel not in excess of the rate of basic pay payable for level III of the Executive Schedule; and

(2) to the extent the Administrator deems such action necessary to recruit specially qualified scientific and engineering talent, the Administrator may establish the entrance grade for scientific and engineering personnel without previous service in the Federal Government at a level up to 2 grades higher than the grade provided for such personnel under the General Schedule, and fix their compensation accordingly.

(c) **PROPERTY.**-In the performance of its functions, the Administration is authorized-

(1) to acquire (by purchase, lease, condemnation, or otherwise), construct, improve, repair, operate, and maintain laboratories, research and testing sites and facilities, aeronautical and space vehicles, quarters and related accommodations for employees and dependents of employees of the Administration, and such other real and personal property (including patents), or any interest therein, as the Administration deems necessary within and outside the continental United States;

(2) to acquire by lease or otherwise, through the Administrator of General Services, buildings or parts of buildings in the District of Columbia for the use of the Administration for a period not to exceed 10 years without regard to section 8141 of title 40;

(3) to lease to others such real and personal property;

(4) to sell and otherwise dispose of real and personal property (including patents and rights thereunder) in accordance with the provisions of chapters 1 to 11 of title 40 and in accordance with title III of the Federal Property and Administrative Services Act of 1949 (41 U.S.C. 251 et seq.); ¹ and

(5) to provide by contract or otherwise for cafeterias and other necessary facilities for the welfare of employees of the Administration at its installations and purchase and maintain equipment therefor.

(d) **GIFTS.**-In the performance of its functions, the Administration is authorized to accept unconditional gifts or donations of services, money, or property, real, personal, or mixed, tangible or intangible.

(e) **CONTRACTS, LEASES, AND AGREEMENTS.**-In the performance of its functions, the Administration is authorized, without regard to subsections (a) and (b) of section 3324 of title 31, to enter into and perform such contracts, leases, cooperative agreements, or other transactions as may be necessary in the conduct of its work and on such terms as it may deem appropriate, with any agency or instrumentality of the United States, or with any State, territory, or possession, or with any political subdivision thereof, or with any person, firm, association, corporation, or educational institution. To the maximum extent practicable and consistent with the accomplishment of the purpose of this chapter, such contracts, leases, agreements, and other transactions shall be allocated by the Administrator in a manner which will enable small-business concerns to participate equitably and proportionately in the conduct of the work of the Administration.

(f) COOPERATION WITH FEDERAL AGENCIES AND OTHERS.-In the performance of its functions, the Administration is authorized to use, with their consent, the services, equipment, personnel, and facilities of Federal and other agencies with or without reimbursement, and on a similar basis to cooperate with other public and private agencies and instrumentalities in the use of services, equipment, and facilities. Each department and agency of the Federal Government shall cooperate fully with the Administration in making its services, equipment, personnel, and facilities available to the Administration, and any such department or agency is authorized, notwithstanding any other provision of law, to transfer to or to receive from the Administration, without reimbursement, aeronautical and space vehicles, and supplies and equipment other than administrative supplies or equipment.

(g) ADVISORY COMMITTEES.-In the performance of its functions, the Administration is authorized to appoint such advisory committees as may be appropriate for purposes of consultation and advice to the Administration.

(h) OFFICES AND PROCEDURES.-In the performance of its functions, the Administration is authorized to establish within the Administration such offices and procedures as may be appropriate to provide for the greatest possible coordination of its activities under this chapter with related scientific and other activities being carried on by other public and private agencies and organizations.

(i) TEMPORARY OR INTERMITTENT SERVICES OF EXPERTS OR CONSULTANTS.-In the performance of its functions, the Administration is authorized to obtain services as provided by section 3109 of title 5, but at rates for individuals not to exceed the per diem rate equivalent to the maximum rate payable under section 5376 of title 5.

(j) ALIENS.-In the performance of its functions, the Administration is authorized, when determined by the Administrator to be necessary, and subject to such security investigations as the Administrator may determine to be appropriate, to employ aliens without regard to statutory provisions prohibiting payment of compensation to aliens.

(k) CONCESSIONS FOR VISITORS' FACILITIES.-

(1) IN GENERAL.-In the performance of its functions, the Administration is authorized to provide by concession, without regard to section 1302 of title 40, on such terms as the Administrator may deem to be appropriate and necessary to protect the concessioner against loss of the concessioner's investment in property (but not anticipated profits) resulting from the Administration's discretionary acts and decisions, for the construction, maintenance, and operation of all manner of facilities and equipment for visitors to the several installations of the Administration and, in connection therewith, to provide services incident to the dissemination of information concerning its activities to such visitors, without charge or with a reasonable charge therefor (with this authority being in addition to any other authority that the Administration may have to provide facilities, equipment, and services for visitors to its installations).

(2) PUBLIC NOTICE AND DUE CONSIDERATION OF PROPOSALS.-A concession agreement under this subsection may be negotiated with any qualified proposer following due consideration of all proposals received after reasonable public notice of the intention to contract.

(3) REASONABLE OPPORTUNITY FOR PROFIT.-The concessioner shall be afforded a reasonable opportunity to make a profit commensurate with the capital invested and the obligations assumed. The consideration paid by the concessioner for the concession shall be based on the probable value of the opportunity and not on maximizing revenue to the United States.

(4) RECORDS AND ACCESS TO RECORDS.-Each concession agreement shall specify the manner in which the concessioner's records are to be maintained, and shall provide for access to the records by the Administration and the Comptroller General of the United States for a period of 5 years after the close of the business year to which the records relate.

(5) POSSESSORY INTERESTS.-A concessioner may be accorded a possessory interest, consisting of all incidents of ownership except legal title (which shall vest in the United States), in any structure, fixture, or improvement the concessioner constructs or locates upon land owned by the United States. With the approval of the Administration, such possessory interest may be assigned, transferred, encumbered, or relinquished by the concessioner, and, unless otherwise provided by contract, shall not be extinguished by the expiration or other termination of the concession and may not be taken for public use without just compensation.

(l) DETAILING MEMBERS OF ARMED SERVICES.-In the performance of its functions, the Administration is authorized, with the approval of the President, to enter into cooperative agreements under which members of the Army, Navy, Air Force, and Marine Corps may be detailed by the appropriate Secretary for services in the performance of functions under this chapter to the same extent as that to which they might be lawfully assigned in the Department of Defense.

(m) CLAIMS AGAINST THE UNITED STATES.-In the performance of its functions, the Administration is authorized-

(1) to consider, ascertain, adjust, determine, settle, and pay, on behalf of the United States, in full satisfaction thereof, any claim for \$25,000 or less against the United States for bodily injury, death, or damage to or loss of real or personal property resulting from the conduct of the Administration's functions as

specified in section 20112(a) of this title, where such claim is presented to the Administration in writing within 2 years after the accident or incident out of which the claim arises; and

(2) if the Administration considers that a claim in excess of \$25,000 is meritorious and would otherwise be covered by this subsection, to report the facts and circumstances to Congress for its consideration.

(Pub. L. 111-314, §3, Dec. 18, 2010, 124 Stat. 3333 .)

HISTORICAL AND REVISION NOTES

<i>Revised Section</i>	<i>Source (U.S. Code)</i>	<i>Source (Statutes at Large)</i>
20113	42 U.S.C. 2473(c).	Pub. L. 85-568, title II, §203(c), formerly §203(b), July 29, 1958, 72 Stat. 429 ; Pub. L. 86-20, May 13, 1959, 73 Stat. 21 ; Pub. L. 86-481, §5, June 1, 1960, 74 Stat. 153 ; Pub. L. 87-367, title II, §206(a), Oct. 4, 1961, 75 Stat. 791 ; Pub. L. 87-584, §6, Aug. 14, 1962, 76 Stat. 384 ; Pub. L. 87-793, §1001(f), Oct. 11, 1962, 76 Stat. 864 ; Pub. L. 88-426, title III, §306(d), Aug. 14, 1964, 78 Stat. 429 ; Pub. L. 88-448, title IV, §402(a)(34), Aug. 10, 1964, 78 Stat. 495 ; Pub. L. 91-646, title II, §220(a)(2), Jan. 2, 1971, 84 Stat. 1903 ; Pub. L. 93-74, §6, July 23, 1973, 87 Stat. 174 ; Pub. L. 93-316, §6, June 22, 1974, 88 Stat. 243 ; renumbered §203(c), Pub. L. 93-409, §4, Sept. 3, 1974, 88 Stat. 1070 ; Pub. L. 96-48, §6(a), Aug. 8, 1979, 93 Stat. 348 ; Pub. L. 108-201, §2(a), Feb. 24, 2004, 118 Stat. 461 .

In subsection (b), in the matter before paragraph (1), the words "chapter 51 and subchapter III of chapter 53 of title 5" are substituted for "the Classification Act of 1949, as amended" on authority of section 7(b) of Public Law 89-554 (80 Stat. 631), the first section of which enacted Title 5, Government Organization and Employees.

In subsection (c)(2), the words "section 8141 of title 40" are substituted for "the Act of March 3, 1877 (40 U.S.C. 34)" on authority of section 5(c) of Public Law 107-217 (116 Stat. 1303), the first section of which enacted Title 40, Public Buildings, Property, and Works.

In subsection (c)(4), the words "in accordance with the provisions of chapters 1 to 11 of title 40 and in accordance with title III of the Federal Property and Administrative Services Act of 1949 (41 U.S.C. 251 et seq.)" are substituted for "in accordance with the provisions of the Federal Property and Administrative Services Act of 1949, as amended (40 U.S.C. 471 et seq.)" on authority of section 5(c) of Public Law 107-217 (116 Stat. 1303), the first section of which enacted Title 40, Public Buildings, Property, and Works.

In subsection (e), the words "subsections (a) and (b) of section 3324 of title 31" are substituted for "section 3648 of the Revised Statutes, as amended (31 U.S.C. 529)" on authority of section 4(b) of Public Law 97-258 (96 Stat. 1067), the first section of which enacted Title 31, Money and Finance.

In subsection (i), the words "maximum rate payable under section 5376 of title 5" are substituted for "rate for GS-18" because of section 101(c) of the Federal Employees Pay Comparability Act of 1990 (enacted by §529 of Public Law 101-509, 5 U.S.C. 5376 note).

In subsection (k)(1), the words "section 1302 of title 40" are substituted for "section 321 of the Act of June 30, 1932 (47 Stat. 412; 40 U.S.C. 303b)" on authority of section 5(c) of Public Law 107-217 (116 Stat. 1303), the first section of which enacted Title 40, Public Buildings, Property, and Works.

REFERENCES IN TEXT

Level III of the Executive Schedule, referred to in subsec. (b)(1), is set out in section 5314 of Title 5, Government Organization and Employees.

The Federal Property and Administrative Services Act of 1949, referred to in subsec. (c)(4), is act June 30, 1949, ch. 288, 63 Stat. 377. Title III of the Act was classified generally to subchapter IV

(§251 et seq.) of chapter 4 of former Title 41, Public Contracts, and was substantially repealed and restated in division C (§3101 et seq.) of subtitle I of Title 41, Public Contracts, by Pub. L. 111-350, §§3, 7(b), Jan. 4, 2011, 124 Stat. 3677, 3855. For complete classification of this Act to the Code, see Short Title of 1949 Act note set out under section 101 of Title 41 and Tables. For disposition of sections of former Title 41, see Disposition Table preceding section 101 of Title 41.

PURCHASE OF AMERICAN-MADE EQUIPMENT AND PRODUCTS

Pub. L. 106-391, title III, §319, Oct. 30, 2000, 114 Stat. 1597, provided that:

"(a) **PURCHASE OF AMERICAN-MADE EQUIPMENT AND PRODUCTS.**-In the case of any equipment or products that may be authorized to be purchased with financial assistance provided under this Act [see Tables for classification], it is the sense of the Congress that entities receiving such assistance should, in expending the assistance, purchase only American-made equipment and products.

"(b) **NOTICE TO RECIPIENTS OF ASSISTANCE.**-In providing financial assistance under this Act, the Administrator [of the National Aeronautics and Space Administration] shall provide to each recipient of the assistance a notice describing the statement made in subsection (a) by the Congress."

ENHANCEMENT OF SCIENCE AND MATHEMATICS PROGRAMS

Pub. L. 106-391, title III, §321, Oct. 30, 2000, 114 Stat. 1597, provided that:

"(a) **DEFINITIONS.**-In this section:

"(1) **EDUCATIONALLY USEFUL FEDERAL EQUIPMENT.**-The term 'educationally useful Federal equipment' means computers and related peripheral tools and research equipment that is appropriate for use in schools.

"(2) **SCHOOL.**-The term 'school' means a public or private educational institution that serves any of the grades of kindergarten through grade 12.

"(b) **SENSE OF THE CONGRESS.**-

"(1) **IN GENERAL.**-It is the sense of the Congress that the Administrator [of the National Aeronautics and Space Administration] should, to the greatest extent practicable and in a manner consistent with applicable Federal law (including Executive Order No. 12999 [40 U.S.C. 549 note]), donate educationally useful Federal equipment to schools in order to enhance the science and mathematics programs of those schools.

"(2) **REPORTS.**-Not later than 1 year after the date of the enactment of this Act [Oct. 30, 2000], and annually thereafter, the Administrator shall prepare and submit to Congress a report describing any donations of educationally useful Federal equipment to schools made during the period covered by the report."

¹ See References in Text note below.

| [NODIS Library](#) | [Organization and Administration\(1000s\)](#) | [Search](#) |



**NASA
Policy
Directive**

NPD 1000.3E
Effective Date: April 15, 2015
Expiration Date: April 15, 2020

COMPLIANCE IS MANDATORY

The NASA Organization w/Change 2

Responsible Office: Associate Administrator

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NPD 1000.3E, The NASA Organization Change Log

Chg#	Approver	Date Approved	Description/Comments
2	Assistant Administrator for Human Capital Management	05/1/2015	ADMINISTRATIVE CHANGES Charters for Agency-level Councils (Executive Council, Mission Support Council, Program Management Council, and Senior Management Council) were updated on April 15, 2015. Changes were made throughout Chapters 4 and 5 to update membership information for Headquarters Officials and Center Directors based on the membership information included in the council charters.
1	Assistant Administrator for Human Capital Management	5/1/2015	ADMINISTRATIVE CHANGES Revisions to update the reporting structures of some organizations based on changes made within the Office of the Administrator. 4.6, Mission Support Directorate 4.15, Office of Communications 4.17, Office of Education 4.19, Office of International and Interagency Relations 4.20, Office of Legislative and Intergovernmental Affairs 5.15, NASA Independent Program Assessment Office

Preface

P.1 Purpose

This NASA Policy Directive (NPD) documents the NASA organization, defines terms, and sets forth the standards and requirements for establishing, modifying, and documenting the NASA organizational structure and for assigning organizational responsibilities. Specific duties of NASA officials are described in their official position descriptions rather than in this document.

P.2 Applicability

This NPD is applicable to NASA Headquarters, NASA Centers, and NASA's Component Facilities. It also applies to the Inspector General (IG), except in so far as it contravenes the requirements of the IG Act (Public Law 95-452), as amended (5 U.S.C. Appendix).

P.3 Authority

The National Aeronautics and Space Act, as amended, 51 U.S.C. § 20113 .

P.4 Applicable Documents and Forms

- a. NPD 1000.0, NASA Governance and Strategic Management Handbook.
- b. NPD 1001.0, NASA Strategic Plan.

P.5 Measurement/Verification

None.

P.6 Cancellation

NPD 1000.3D, NASA Organization, dated December 3, 2008.

/S/

Charles F. Bolden
Administrator

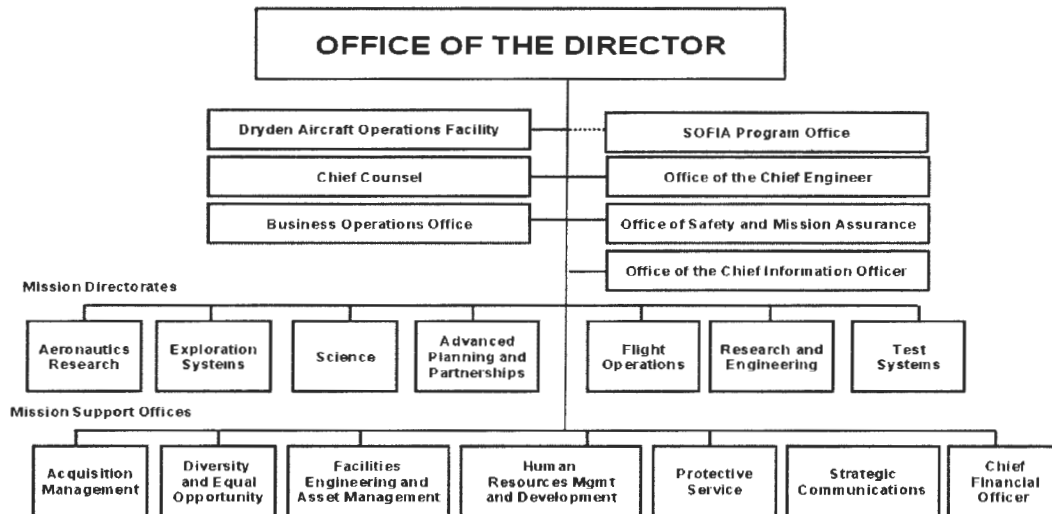
5.2.3 SPECIAL RELATIONSHIPS.

5.2.3.1 The Center Director serves as a member of NASA's Mission Support Council (extended), Program Management Council, and Senior Management Council.

5.2.3.2 AFRC shares an alliance with the U.S. Air Force Flight Test Center (AFFTC) and the U.S. Air Force Research Laboratory (AFRL) at Edwards AFB to minimize infrastructure duplication and costs and to share technical and programmatic assets as opportunities arise.

5.2.4 LINE OF SUCCESSION. In the following order: Deputy Director, Armstrong Flight Research Center; Associate Director for Operations; Associate Director for Programs; and Associate Director for Management.

ARMSTRONG FLIGHT RESEARCH CENTER (AFRC)



Center positions that report to respective Agency functional AA/Chief: Chief Financial Officer, Chief Information Officer, Principal Legislative Affairs Officer, and Principal Public Affairs Officer.

5.3 John H. Glenn Research Center

5.3.1 MISSION. The NASA Glenn Research Center (GRC) at Lewis Field develops critical space flight systems and technologies to advance the exploration of our solar system and beyond while maintaining leadership in aeronautics. In partnership with U.S. industries, universities, and other Government institutions, research and development efforts focus on advancements in propulsion, power, communications, nuclear, and human-related aerospace systems.

5.3.2 OVERALL RESPONSIBILITIES. All Center Directors report to the NASA Associate Administrator and are responsible for providing resources, overseeing the assignment of workforce and facilities, and managing Center operations to facilitate program and project execution while ensuring that the statutory, regulatory, and fiduciary compliance requirements for the Center are met. Center Directors also serve as an important link in the Technical Authority line. By means of the Institutional (Technical and Mission Support) Authority vested in them, Center Directors facilitate the activities of the Technical Authorities, as well as Mission Support Authorities, and are responsible for ensuring that activities at their Centers are implemented in accordance with accepted standards of professional practice and applicable NASA requirements. Center Directors are responsible for the care of institutional assets and for establishing and maintaining the staff and their competency and the facilities required by current and future programs and projects. A key institutional role of Center Directors is that of service across Mission Directorate needs, determining how best to support the various programs and projects hosted at a given Center, in accordance with Agency priorities, and to communicate any issues to Mission Directorate AAs and higher.

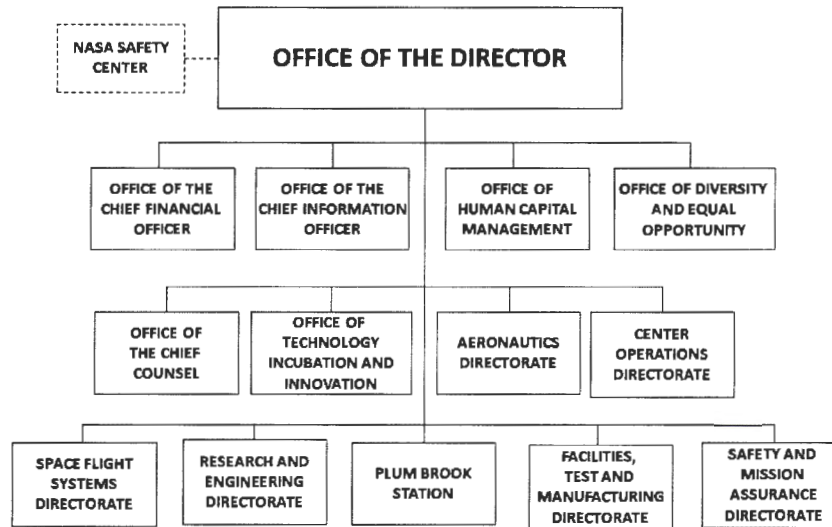
5.3.2.1 Specifically, the Center Director for GRC:

- a. Develops and implements plans that address the organization's goals, objectives, metrics and actions needed to execute the strategic goals and outcomes in the NASA Strategic Plan.
- b. Collaborates with other Centers and with the Mission Directorates to accomplish the Agency's objectives.
- c. Provides technical and institutional resources to satisfy program requirements and schedules to include aerospace research and technology development and engineering and safety and mission assurance; ensures that human, financial, physical, and other supporting resources are properly applied to programs.
- d. Maintains a safe and healthy, environmentally friendly work environment for the workforce and ensures safety, reliability, and quality assurance for Center activities.
- e. Is the Technical Authority for all NASA projects or subprojects hosted at GRC. This role requires the Center Director to:
 - (1) Exercise Technical Authority through appropriate delegation.
 - (2) Convene an independent review at major milestones to ascertain technical readiness.
 - (3) Approve the flight readiness of projects for which he/she is the Technical Authority.
 - (4) Provide for organizational and financial independence of the Technical Authorities at GRC and implement the Dissenting Opinion Process as required in NPD 1000.0, NASA Governance and Strategic Management Handbook, and described further in NPR 7120.5. Ensure alignment with the Agency's shared core values of safety, excellence, teamwork, and integrity.
- f. Provides regular review and reporting of program and project performance in accordance with Agency program and project policies. Provides input for the Agency Program Management Council reviews.
- g. Coordinates and communicates GRC's program, project, and policy implementation activities with other Centers and Headquarters on a regular basis.
- h. Represents NASA and GRC in promoting and maintaining good public and community relations and providing for the widest practical and appropriate dissemination of information concerning space activities. Conducts educational and public outreach as coordinated with the Offices of Communications and Education at NASA Headquarters prior to the award of a contract or the expenditure of funds to ensure Agency-wide priorities and consistent communications.
- i. Provides concurrence to the Agency CFO regarding the assignment, promotion, discipline, and relief of the principal financial official at GRC. Also, provides the Agency CFO with a written evaluation of the principal financial official at GRC, which shall be attached to that individual's annual performance appraisal.
- j. Ensures that the workforce embraces and reflects the core values of safety, teamwork, integrity, and mission success as inherent guiding principles in all activities and decision making.
- k. Ensures the establishment and maintenance of partnerships with other Government agencies, the private sector, academia, and the community to further NASA's mission.

5.3.3 SPECIAL RELATIONSHIPS. The Center Director serves as a member of NASA's Mission Support Council (extended), Program Management Council, and Senior Management Council.

5.3.4 LINE OF SUCCESSION. In the following order: Deputy Director; Associate Director; Director of Research and Engineering; Director of Facilities, Test and Manufacturing; Director of Space Flight Systems;; Director of the Office of Technology Incubation and Innovation; Director of Safety and Mission Assurance; Director of Plum Brook Station; and Director of

JOHN H. GLENN RESEARCH CENTER at LEWIS FIELD (GRC)



Center Operations.

Center positions that report to respective Agency functional AA/Chief: Chief Financial Officer, Chief Information Officer, Principal Legislative Affairs Officer, and Principal Public Affairs Officer.

5.4 Goddard Space Flight Center

5.4.1 MISSION. The Goddard Space Flight Center (GSFC), located in Greenbelt, Maryland, expands the knowledge of Earth and its environment, the solar system, and the universe through observations from space. The Center also conducts scientific investigations, develops and operates space systems, and advances essential technologies.

5.4.2 OVERALL RESPONSIBILITIES. All Center Directors report to the NASA Associate Administrator and are responsible for providing resources, overseeing the assignment of workforce and facilities, and managing Center operations to facilitate program and project execution while ensuring that the statutory, regulatory, and fiduciary compliance requirements for the Center are met. Center Directors also serve as an important link in the Technical Authority line. By means of the Institutional (Technical and Mission Support) Authority vested in them, Center Directors facilitate the activities of the Technical Authorities, as well as Mission Support Authorities, and are responsible for ensuring that activities at their Centers are implemented in accordance with accepted standards of professional practice and applicable NASA requirements. Center Directors are responsible for the care of institutional assets and for establishing and maintaining the staff and their competency and the facilities required by current and future programs and projects. A key institutional role of Center Directors is that of service across Mission Directorate needs, determining how best to support the various programs and projects hosted at a given Center, in accordance with Agency priorities, and communicating any issues to Mission Directorate AAs and higher.

5.4.2.1 Specifically, the Center Director for GSFC:

- a. Develops and implements plans that address the organization's goals, objectives, metrics, and actions needed to execute the strategic goals and outcomes in the NASA Strategic Plan.
- b. Collaborates with other Centers and with the Mission Directorates to accomplish the Agency's objectives.
- c. Provides technical and institutional resources to satisfy program requirements and schedules to include engineering, project management, and safety and mission assurance; ensures that human, financial, physical, and other supporting resources are properly applied to programs.
- d. Maintains a safe and healthy, environmentally friendly work environment for the workforce and ensures safety, reliability, and quality assurance for all Center activities.
- e. Is the Technical Authority for all NASA projects or subprojects hosted at GSFC. This role requires the Center Director to:
 - (1) Exercise Technical Authority through appropriate delegation.
 - (2) Convene an independent review at major milestones to ascertain technical readiness.
 - (3) Approve the flight readiness of projects for which he/she is the Technical Authority.
 - (4) Provide for organizational and financial independence of the Technical Authorities at GSFC and implement the Dissenting Opinion Process as required in NPD 1000.0, NASA Governance and Strategic Management Handbook, and described further in NPR 7120.5. Ensure alignment with the Agency's shared core values of safety, excellence, teamwork, and integrity.
- f. Provides regular review and reporting of program and project performance in accordance with Agency program and project policies. Provides input for the Agency Program Management Council reviews.
- g. Coordinates and communicates GSFC's program, project, and policy implementation activities with other Centers and Headquarters on a regular basis.
- h. Represents NASA and GSFC in promoting and maintaining good public and community relations and providing for the widest practical and appropriate dissemination of information concerning space activities. Conducts education and public outreach as coordinated with the Offices of Communications and Education at NASA Headquarters prior to the award of a contract or the expenditure of funds to ensure Agency-wide priorities and consistent communications.
- i. Provides concurrence to the Agency CFO regarding the assignment, promotion, discipline, and relief of the principal financial official at GSFC. Also, provides the Agency CFO with a written evaluation of the principal financial official at GSFC, which shall be attached to that individual's annual performance appraisal.
- j. Conducts research to advance scientific knowledge of the origin, evolution, and destiny of the universe, Earth, and planetary environments that support life.
- k. Designs, develops, and implements sensors, instruments, and flight missions to study the structure of the universe; its fundamental forces and matter; the processes involved in the birth, life, and death of stars, galaxies, and planets; and the chemical and biological conditions for the evolution and sustenance of life.
- l. Studies the sun, the Earth, other planets, and other bodies in the solar system to understand the impact of solar activity on the Earth's climate and human activity and on space and planetary radiation environments encountered in human exploration.
- m. Studies the Earth's atmospheric, oceanographic, cryospheric, hydrological, geologic, and biogeochemical cycles to understand the Earth as a system, to apply this understanding of the Earth to the study of the nature and evolution of other planets, and to apply discoveries from this study of other planets to an improved understanding of our own planet.

National Aeronautics and
Space Administration

John H. Glenn Research Center

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