



National Aeronautics and  
Space Administration  
**John C. Stennis Space Center**  
Stennis Space Center, MS 39529-6000

**SPD 8830.1 Rev A**  
**May 2016**

## **COMPLIANCE IS MANDATORY**

### **John C. Stennis Space Center Policy Directive SSC Facilities Operation and Maintenance Responsibility**



Stennis Policy Directive	SPD 8830.1	A
	<i>Number</i>	<i>Rev.</i>
	Effective Date: May 27, 2016	
	Expiration Date: May 27, 2021	
Responsible Office: RA20/Center Operations Directorate		
<b>SUBJECT: SSC Facilities Operation and Maintenance Responsibility</b>		

**1. POLICY**

- a. This directive establishes responsibilities for operation and maintenance (O&M) of John C. Stennis Space Center (SSC) facilities.
- b. Responsibilities for O&M of SSC facility systems and equipment will be divided between functional organizations as described herein.

**2. APPLICABILITY**

- a. This Stennis Policy Document (SPD) is applicable to all NASA SSC personnel.
- b. This SPD is applicable to NASA SSC contractors to the extent specified in their respective contracts.

**3. AUTHORITY**

- a. Section 203(c)(3) of the National Aeronautics and Space Act of 1958, as amended (42 U.S.C. 2473).
- b. NASA Policy Directive (NPD) 8831.1, *Maintenance and Operations of Institutional and Program Facilities and Related Equipment*.
- c. NASA Procedural Requirement (NPR) 8831.2, *Facilities Maintenance and Operations Management*.

**4. APPLICABLE DOCUMENTS**

- a. SOI-8080-0021, *John C. Stennis Space Center Engineering and Test Directorate Maintenance*.
- b. SBCC-1150-0020, *John C. Stennis Space Center Stennis Control Board (SCB) Charter*.
- c. SSTD-8070-0001-CONFIG, *John C. Stennis Space Center Facilities Engineering Documentation Standard*.
- d. SSTD-8070-0009-CONFIG, *John C. Stennis Space Center Preparation of Form SSC-625, . Certificate of Completion (COC)*.
- e. SSTD-8070-0010-CONFIG, *John C. Stennis Space Center Maintenance of the SSC System Operation and Maintenance Responsibility Database (SOMRD)*.

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**5. RESPONSIBILITY**

a. Director, Center Operations Directorate (COD). The Director of the COD or designee is responsible for all assigned facility systems/equipment (real property, technical and non-technical) maintenance at SSC. Such systems shall include land, buildings, structures, utilities systems, collateral equipment and appurtenances. [This includes, but is not limited to, plumbing, heating, central air conditioning, lighting, elevators, lifting devices, facility control and data systems, facility propellant and pressurant systems, etc. It does, however, exclude Special Test Equipment (STE) and Ground Support Equipment (GSE)]. Note: SSC is responsible for maintaining Government-owned buildings and infrastructure; however, the maintenance of any utility distribution/transmission systems on/traversing SSC owned by a private company/third party entity is the responsibility of that entity.

b. Director, Engineering and Test Directorate (ETD). The Director of the ETD or designee is responsible for assigned STE and GSE maintenance at SSC (Reference SOI-8080-0021, *John C. Stennis Space Center Engineering and Test Directorate Maintenance*).

c. Operations and Maintenance Division (O&M). The Chief of O&M or designee is responsible for receiving change requests for additions, changes, or deletions of responsibility and assigning responsibility to functional organizations.

d. Stennis Control Board (SCB). The SCB is responsible for resolving jurisdictional disputes between functional organizations.

e. Contracting Officer (CO) and Contracting Officer’s Representative (COR). The appropriate CO and COR are responsible for the final disposition of responsibility assignments which are accomplished by notification to the appropriate contractor. This includes the Synergy Achieving Consolidated Operations and Maintenance (SACOM) contractor performing updates to the System Operation and Maintenance Responsibility Database (SOMRD).

f. SSC Contractors. When specified by their respective contractual documents, SSC contractors are responsible for:

(1.) Operation and maintenance of facilities, utilities and systems as assigned. The individual contractors will provide accurate requirements to functional operational and maintenance personnel.

(2.) Completion of an SSC Facilities Equipment List (form SSC-728) whenever collateral equipment is added or removed at SSC. The Equipment List, accompanied by an approved Certificate of Completion (COC), will be the document used to modify the SOMRD (Reference SSTD-8070-0009-CONFIG and SSTD-8070-0010-CONFIG).

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(3.) The SACOM contractor is responsible for maintaining and providing access to the SOMRD; updating the SOMRD and the SSC Computerized Maintenance Management System (CMMS) preventative maintenance (PM) databases; forwarding copies of appropriate documentation to applicable NASA and contractor personnel; maintaining Interface Control Drawings (ICDs) in accordance with Equipment Lists accompanied by an approved COC; and including the latest board approved ICDs in the NASA SSC-approved ICD database as PDF files.

g. Functional Organizations. Functional organizations are responsible to ensure that changes such as equipment type, equipment location, NASA oversight responsibility and preventive maintenance responsibility have been entered into the SOMRD as a cross-check for this policy directive and SSTD-8070-0010-CONFIG.

## 6. MEASUREMENT/VERIFICATION

To determine compliance, O&M engineers assigned to the Operations and Maintenance Division of the COD will perform random site inspections, review contractor maintenance and operation programs/projects, and evaluate performance and effectiveness in relation to the contract performance metrics and the NASA annual Deferred Maintenance Assessment.

## 7. CANCELLATION

SPD 8830.1 Rev. Basic-1, *John C. Stennis Space Center Policy Directive SSC Facilities Operation and Maintenance Responsibility* dated May 2010.



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Director

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