



**SPD 2800.4 Rev B**  
**March 2020**

National Aeronautics and  
Space Administration

**John C. Stennis Space Center**  
Stennis Space Center, MS 39529-6000

## **COMPLIANCE IS MANDATORY**

### **John C. Stennis Space Center Policy Directive Information Technology Project Management**

Stennis Policy Directive	SPD 2800.4	B
	<i>Number</i>	<i>Rev</i>
	Effective Date: March 31, 2020	
	Expiration Date: March 31, 2025	
Responsible Office: RA40/Office of Chief Information Officer		
<b>SUBJECT: Information Technology Project Management</b>		

## Document History Log

Status/Change/ Revision	Change Date	Originator/ Phone	Description
Basic	January 2012	Bonita Oliver x8-3697	Initial Release
A	April 2015	Bonita Oliver x8-3697	Changes in SSC's IT governance structure, clarification on relation to NPR 7120.7 and project management services.
B	March 2020	Bonita Oliver X8-3697	Changes to Roles and Responsibilities provide clarification of IT Project Management Officer (PMO) responsibilities regarding oversight of the project management (PM) framework.

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## 1. POLICY

- a. This document provides the statement of policy and responsibility applied to the National Aeronautics and Space Administration (NASA) John C. Stennis Space Center (SSC) management of Information Technology (IT) projects under the authority of the SSC Chief Information Officer (CIO) as defined in NASA Policy Directive (NPD) 2800.1, Managing Information Technology, and subject to NASA Procedural Requirement NASA Interim Directive (NID) 7120.99, NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements.
- b. SSC Office of the Chief Information Officer (OCIO) will develop a ranking method and supporting processes for the selection of IT investments and projects as a measure of priority reflecting SSC's core business values and strategic objectives.
- c. SSC OCIO will establish IT project management services designed to promote effective and efficient execution of IT project management while adhering to NASA and SSC policies and procedures.

## 2. APPLICABILITY

- a. This policy directive is applicable to NASA SSC IT. This language also applies to NASA SSC contractors, grant recipients or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants or agreements.
- b. This directive is applicable to all NASA SSC IT investments and projects under the authority of the SSC CIO. For existing IT projects, the requirements of this directive are applicable to the current phase and to the phases yet to be completed as determined by the cognizant Decision Authority (DA).
- c. This directive will not be applicable to highly specialized IT projects and investments as defined in NID 7120.99, NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements.
- d. All citations are assumed to be the latest version unless otherwise specified.

## 3. AUTHORITY

- a. National Aeronautics and Space Act of 1958, as amended
- b. NPD 2800.1, Managing Information Technology
- c. NPD 7120.4, NASA Engineering and Program/Project Management Policy

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- d. NPR 7120.5, NASA Space Flight Program and Project Management Requirements
- e. NID 7120.99, NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements
- f. Stennis Policy Directive (SPD) 1107.1, SSC Organization Mission and Responsibilities
- g. SPD 2800.1, Provision of Institutionally Funded IT Resources and Services

#### **4. APPLICABLE DOCUMENTS AND FORMS**

- a. NPR 2800.1, Managing Information Technology

#### **5. ROLES AND RESPONSIBILITIES**

- a. The SSC CIO is responsible for establishing policies, standards, best practices, and guidance in the area of IT project management described under this policy directive. The SSC CIO shall coordinate efforts to maximize the commonality, clarity and effectiveness of SSC IT project management practices.
- b. The SSC CIO will appoint an IT PMO within the OCIO to lead execution and provisioning of SSC OCIO's IT project management services.
- c. The SSC CIO serves as the DA over all SSC IT projects and IT project management services and related supporting processes with responsibilities as described in NPD 2800.1, Managing Information Technology.
- d. The SSC IT PMO is responsible for oversight of the IT project management framework for services provisioned to the NASA SSC community.
- e. The SSC IT PMO is responsible for providing IT project management expertise and Agency-supported best practices reflected within NID 7120.99 in servicing the NASA SSC community.
- f. The SSC IT Project Manager is responsible for ensuring SSC's IT project lifecycle reviews are appropriately scheduled and conducted by an SSC IT Project Review Committee (PRC).
- g. SSC's IT PMO, IT Project Managers, and IT Project Leads will be responsible for coordinating and monitoring compliance with this directive.

#### **6. MEASUREMENT/VERIFICATION**

Compliance with the policy contained in this document will be verified through audits, observations and/or self-assessments by the SSC OCIO.

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## 7. CANCELLATION

SPD 2800.4 Revision A dated April 2015.

**RICHARD**  
**GILBRECH**

Digitally signed by  
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Richard J. Gilbrech, Ph.D.  
Director

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