

CHANGE REQUEST COVER SHEET

Change Request Number: 11-26

Date Received: 5/10/2011

Title: Acquisition Quarterly Reviews

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Policy OR Guidance: Policy

Section/Text Location Affected: New section in policy document § 1.2.8 Acquisition Quarterly Reviews and section 1.2.7 Service-Level Reviews

Summary of Change: Establishes requirement for FAA executives to oversee ACAT 1 § 5 investment programs quarterly for cost, schedule, and technical performance. Revises AMS 1.2.7 Service-Level Reviews to be consistent with and complementary to the new policy section.

Reason for Change: To provide executive oversight of investment programs quarterly

Development, Review, and/or Concurrence: ATO Finance and ASAG

Target Audience: FAA acquisition management workforce

Potential Links within FAST for the Change: Link the last sentence in the 2nd paragraph of 1.2.7 with the JRC Executive Secretary website

Briefing Planned: No

ASAG Responsibilities: None

Potential Links within FAST for the Change: Link the last sentence in the 2nd paragraph of 1.2.7 with the JRC Executive Secretary website

Links for New/Modified Forms (or) Documents (LINK 1)

Links for New/Modified Forms (or) Documents (LINK 2)

Links for New/Modified Forms (or) Documents (LINK 3)

SECTIONS ADDED:

Acquisition Management Policy:

Section 1.2.8 : Acquisition Quarterly Reviews [\[New Content\]](#)

SECTIONS EDITED:

Acquisition Management Policy:

Section 1.2.7 : Service-Level Reviews [\[Old Content\]](#) [\[New Content\]](#) [\[RedLine Content\]](#)

SECTIONS ADDED:

Acquisition Management Policy:

Section 1.2.8 : Acquisition Quarterly Reviews

Investment decision authorities review the portfolio of service organization investment programs each quarter (except in the spring when service-level reviews are held) to oversee cost, schedule, and technical performance using a standard set of program and performance measures (See AMS 2.1.6). These standard program measures are organized into: financial, schedule, technical, resources, program manager assessment, and external interests. The status of OMB IT Dashboard milestones is also reviewed along with significant program risks. The Directors of each service organization present and discuss performance for all baselined programs and those planning programs that report to the Office of Management and Budget. The reviews use SPIRE, earned-value management (or equivalent), and Enterprise Architecture data to assess technical, cost, and schedule issues that may impact the ability of programs to meet their acquisition program baseline values.

SECTIONS EDITED:

Section 1.2.7 : Service-Level Reviews

Old Content: Acquisition Management Policy:

Section 1.2.7 : Service-Level Reviews

The Joint Resources Council conducts semi-annual service-level reviews to evaluate performance against quantified measures for the portfolio of programs and operational assets managed by each service organization. Progress is reported against performance targets in the acquisition program baseline of each investment program within the portfolio, as well as on action plans undertaken to correct deviations from cost, schedule, and performance baseline objectives.

Service-level reviews also evaluate the performance of the overall investment portfolio, including the results of post implementation reviews and operational analyses. Proposals for new investment initiatives are discussed along with proposals to remove from service or modify those operational assets that are no longer needed or nearing the end of their service life.

New Content: Acquisition Management Policy:

Section 1.2.7 : Service-Level Reviews

The Joint Resources Council reviews annually the performance of service portfolios managed by service units (ATO) and service directorates (other lines of business) to deliver assigned services.
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Service-level reporting is conducted within a strategic framework that includes all research, on-going and planned investment programs, and operational assets managed by the service organization. Progress is reported against performance targets in the acquisition program baseline of each investment program within the portfolio, as well as on action plans undertaken to correct deviations from cost, schedule, and performance baseline values.

Service-level reviews also evaluate performance of the overall service portfolio, including the results of post implementation reviews and operational analyses. Proposals for new investment initiatives are discussed along with proposals to remove from service or modify operational assets no longer needed or nearing the end of their service life. See [Preparing for a Service Level Review](#) (FAA only).

Red Line Content: Acquisition Management Policy:
Section 1.2.7 : Service-Level Reviews

The Joint Resources Council ~~conducts~~*reviews* ~~semi-annual~~*annually the performance of service portfolios managed by service units (ATO) and* service *directorates (other lines of business) to deliver assigned services. Service-*level ~~reviews to evaluate performance against quantified measures for the portfolio~~*reporting is conducted within a strategic framework that includes all of research, on-going and planned investment* programs, and operational assets managed by ~~each~~*the* service organization. Progress is reported against performance targets in the acquisition program baseline of each investment program within the portfolio, as well as on action plans undertaken to correct deviations from cost, schedule, and performance baseline ~~objectives~~*values*.

Service-level reviews also evaluate ~~the~~ performance of the overall ~~investment~~*service* portfolio, including the results of post implementation reviews and operational analyses. Proposals for new investment initiatives are discussed along with proposals to remove from service or modify ~~those~~ operational assets ~~that are~~ no longer needed or nearing the end of their service life.
[See Preparing for a Service Level Review \(FAA only\).](#)

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