

NATIONAL WEATHER SERVICE POLICY DIRECTIVE 10-1

May 3, 2018

Operations and Services

NWS REQUIREMENTS, OPERATIONS AND SERVICES IMPROVEMENTS

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SUMMARY OF REVISIONS: This directive supersedes National Weather Service Policy Directive 10-1, “*NWS Requirements, Operations and Services Improvements*”, dated April 16, 2010. Changes made to reflect NWS Headquarters reorganization effective April 1, 2015.

The following changes were made to this directive:

1. Replaced Operations and Services Improvement Process (OSIP) with Capabilities and Requirements Decision Support (CaRDS) (NWSI 10-103) as the corporate NWS requirements-based management process for validating new field Requirements
2. Inclusion of the Products and Services Change Management (PSCM) Process (NWSI 10-102).

1. Formal, consistent, and responsive requirements-based management processes are necessary to meet, effectively and efficiently, current and future demands for National Weather Service (NWS) improved field operations and services, and to ensure that new or changed products and services are made available for public review and comment prior to being designated as operational.

This directive establishes: (a) Capabilities and Requirements Decision Support (CaRDS) as the NWS Governance based process for validation, prioritization, and resource allocation decisions for new field requirements, and; (b) the Products and Services Change Management (PSCM) process for implementing new products or services, substantial changes to operational products or services, and changes to environmental information services (i.e., additions, enhancements, terminations). PSCM ensures that public comment and review, scientific review, and cross agency review and coordination take place prior to making a decision to operationally implement any product or change.

2. This directive establishes the following authorities and responsibilities for the CaRDS process:

2.1 The Analyze, Forecast and Support Director (AFS) is responsible for management and oversight of the CaRDS process, ensures its implementation and use, and conducts AFS review and approval decisions for NWS field requirements to be delivered to the Mission Delivery Council (MDC). The AFS Director may approve and validate requirements that are contained within the AFS Portfolio and do not require an MDC meeting for resource decisions.

2.2 The Mission Delivery Council reviews AFS approved requirements, conducts requirements validation and priority decisions, and promotes further discussion of any requirements not validated. The MDC also ensures linkage to NOAA Requirements Management Policy and the Transition from Research to Applications Policy, addresses appeals, priorities, and issues to the NWS Executive Council, and directs validated requirements to the Portfolio Integration Council.

2.3 The NWS Headquarters Office Directors, Regional Directors, Directors of the National Centers for Environmental Prediction, and the Director of the Office of Water Prediction:

- a. Ensure NWS needs, opportunities, and related operations and services improvement requests are submitted to CaRDS as appropriate
- b. Designate CaRDS representatives who submit new requests
- c. Ensure adequate organizational representation and participation in AFS Service Program Team (SPT) and Corporate Project Team (CPT) meetings.

3. This directive establishes the following authorities and responsibilities for the PSCM process.

3.1 AFSSO is responsible for management and oversight of the PSCM process.

3.2 Any NWS Office responsible for developing and/or implementing proposed solutions for changes to NWS environmental information services (see NWSPD 1-10, [Managing the Provision of Environmental Information](#)) will ensure PSCM and/or public comment or review prior to a substantial development investment (see (NWSI 10-102, [Products and Services Change Management](#))).

3.3 The NWS Headquarters Office Directors, Regional Directors, Directors of the National Centers for Environmental Prediction, and the Director of the Office of Water Prediction ensure that proposed changes to existing products or services are submitted to CaRDS for PSCM review, approval, and notification as appropriate.

3.4 The NWS Chief Operating Officer (COO) designates a PSCM team member from COO staff to assist in the review of policy impacts and adherence.

4. This policy directive is supported by the references listed in Appendix A.

<u>Signed</u>	<u>April 19, 2018</u>
Louis W. Ucellini	Date
Assistant Administrator for Weather Services	

Appendix A

GLOSSARY OF REFERENCES

Procedural Directives

Instruction 10-102 [*Products and Services Change Management*](#)
Instruction 10-103 [*Capabilities and Requirements Decision Support Process*](#)