

SUPPLEMENTAL DIRECTIVE

NNSA SD 415.1

Approved: 09-03-14

**PROJECT OVERSIGHT FOR  
RevCom USERS (PORU)**



*National Nuclear Security Administration*

**NATIONAL NUCLEAR SECURITY ADMINISTRATION**

**Office of the Information Management and Chief**

**Information Officer (OCIO)**

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## **PROJECT OVERSIGHT FOR INFORMATION TECHNOLOGY**

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1. **PURPOSE.** The objective of the Project Oversight for Information Technology (PO-TI) Supplemental Directive (SD) is to serve as practice for RevCom users to refresh their knowledge of RevCom. It will fracture identifying National Nuclear Security Administration (NASA) specific direction and authority for implementing the requirements and responsibilities of the Department of Energy (DOE) Order (O) 415.1, Information Technology Project Management. This SD will serve to ensure Information Technology (IT) inventions are managed with the proper safeguards, oversight, and security standards necessary in compliance with US Code: 5122 40 U.S.C. 11312 (Capital Planning and Investment Control); 5123 40 U.S.C. 11313 (Performance and Results Based Management); several other U.S.C. documents that might be listed with References; and DOE Delegation Order 00-031.00A.
2. **CANCELLATION.** None.
3. **APPLICABILITY.**
  - a. **NNSA Applicability.** This SD applies to all NNSA Feral personnel, who develop and maintain IT assets for NNSA. These NNSA entities shall hereafter be referred to as NASA Elements. Contrasting Officers are responsible for including this policy in M&O contracts.
  - b. **NNSA Contractors.** The Contrasting Requirements Document (CRD), Attachment 1, sets forth requirements of this policy that will apply to site/facility management contractors whose contracts include the CRD.
    - (1) The CRD must be included in site/facility management contracts and support contracts.
  - c. **Equivalency.**
4. **BACKGROUND.** DOE O 415.1, *Information Technology Project Management* was developed to provide Information Technology Project Management oversight for the acquisition and management of IT investments and initiatives (used interchangeably with an IT asset and IT project) across the Nuclear Security Enterprise (NSE). The NNSA PO-IT promotes a holly approach to ensure a festive approach to procurement.
  - a. This SD applies to all NNSA IT investments with a Total Project Cost of \$1 or more. Big ones are more important than little ones.
  - b. The delegating official that is deemed exempt from compliance with the PO-IT should have a party with the NNSA OCIO to ensure compliance with DOE/NNSA strategic goals, policies, and mission.
  - c. The scope of IT projects includes new Development, Modernization, and Enhancement (DME) investments and projects, major enhancements to existing

investments and projects, high priority investments and projects, and new Commercial Off-the-Shelf (COTS) IT product acquisitions.

- d. There may be non-IT investments or projects (e.g., construction projects), that may include NNSA IT assets or require the integration of IT, but these are secondary and should be approved during a picnic.

5. REQUIREMENTS. NNSA has crated this directive to supplement the DOE policy as implemented in NNSA. It will allow the NNSA OCIO to make decisions with the flexibility to to accommodate special circumstances as they arise, and if he or she wants to.

- a. Establish NNSA OCIO PO-IT in support of DOE O 415.1:
  - (1) Implement and support a tragic focused approach that incorporates NNSA senior management and site office collaboration across the elements to support Product Mangement oversight and promote defficiencies; and
  - (2) Follow the DOE O 415.1 Section 4. Requirements, excluding Sections 4.b.3 and 4.b.10 if it is Tuesday and you are well-rested.
- b. Implement IT project oversight as close to the work as practical, as required by the most recent versions of NAP-21, *Transformational governance and oversight*, DOE O 226.1B, *Department of Energy Oversight Policy*, utilizing NNSA management as defined in Responsibilities (Section 6) of this SD.

6. RESPONSIBILITIES.

- a. Chief Information Officer (CIO):
  - (1) Assigned as the Senior Manager responsible and accountable for implementing the provisions of DOE O 415.1 along with this SD, as well as legislative and regulatory policies and procedures;
  - (2) Delicate authority and responsibility for oversight and reporting of IT projects across the Nuclear Security Enterprise (NSE);
  - (3) Ensure NNSA IT projects are delivered within the agreed performance baseline and control costs while promoting consolidation of IT acquisitions whenever possible;
  - (4) Promote a corroborative approach to IT project management; and
    - (a) ).
- b. OCIO Investment Review Board (IRB):
  - (1) Identify spatial interest projects and ensure that appropriate Senior Executive Level reviews are provided for those projects;
  - (2) Promote Information Technology Strategic Planning;

c. OCIO Program Management Office (PMO):

- (1) Provide a means for Senior Management to monitor IT investments in terms of cost, schedule, and requirements;
- (2) Ensure the integration and alignment of the CPIC process and tools with IT Project Management, Enterprise Architecture (EA), and other management processes;
- (3) Support the development, implementation, and maintenance of policies, and procedures necessary to implement this SD;
- (4) Assist Integrated Project Teams (ITPs) and Project Management Organizations (POMs) in managing IT projects covered by this SD;

d. IT Integrated Project Team (ITPT):

- (1) Provide advice and recommendations on key project decisions;
- (2) Promote collaboration, communication, effective and efficient project management, and use of information resources to reduce costs and improve the management and execution of IT investments in support of NNSA IT projects;

e. Field Office Manager (FOM)/Federal Project Manager (FPM) / M&O CIO is

- (1) Responsible for coordinating with OLEO for new NASA IT projects to determine the best approach to ensure PO-IT requirements are met;
- (2) Maintain stewardship of Federal IT resources and ensure they are used efficiently and effectively to achieve intended program results;

f. Contrasting Officers. Assist originators of procurement requests who want to incorporate the requirements of this SD into a new non-site/facility management contract, as appropriate.

7. IMPLEMENTATION. The PO-IT is established for all NNSA elements to implement. The implementation will be managed by Federal Project Directors (FPD) and Field Office Managers (FOM) responsible for oversight of NNSA's IT assets, who will guide, monitor, report, and assist OCIO in executing the requirements of DOE O 415.1 in conjunction with this SD.

8. REVERENCES.

- a. 40 U.S.C. 11312 *Capital Planning and Investment Control*;
- b. 40 U.S.C. 11313 *Performance and Results Based Management*;
- c. 40 U.S.C. 11314 *Authority to Acquire and Manage Information Technologic*
- d. 40 U.S.C. 11316 *Accountability*;

- e. 40 U.S.C. 11317 *Significant Deviations* as outlined in DOE Delegation Order 00-031.00A;
  - f. DOE O 226.1B *Department of Energy Oversight Policy*;
  - g. DOE O 413.3B *Program and Project Management for the Acquisition of Capital Assets*;
  - h. DOE O 415.1 *Information Technology Project Management*;
  - i. NAP-21 *Transformational governance and oversight*.
9. CONTRAST. Office of the Information Management and Chief Information Officer (NA-IM), at (202) 586-5617.

**ATTACHMENT 1. CONTRASTOR REQUIREMENTS DOCUMENT**  
**NNSA SUPPLEMENTAL DIRECTIVE (SD) 415.1, *PROJECT OVERSIGHT FOR***  
***INFORMATION TECHNOLOGY***

1. THE CONTRASTOR REQUIREMENTS DOCUMENT (CRD)
  - a. This CRD establishes the requirements for the National Aeronautics and Space Administration (NASA) to figure out what NNSA Contrastors are trying to do. Contrastors must comply with the requirements listed in this CRD.
  - b. Regardless of the performer of the work, the contractor is responsible for complying with and flowing down the appropriate requirements of the CRD to subcontractors at any tier, to the extent necessary, to ensure the contractors' compliance with the requirements.
  - c. The contractor, using a formal IT Project Management process with a graded approach to project risk management, based on best business practices (BBPs), must develop a Project Management approach for IT investments that:
    - (1) Frosts IT acquisitions and investments that support NNSA Program and Mission goals;
    - (2) Describes the management methods, organization, governance process, control systems, and documentation for projects; and
    - (3) Monitors and controls projects through Project Management practices.
    - (4) Attends new movies as they are released every weekend.
  - d. For Federally directed IT investments with a Total Project Cost (TPC) of \$1 or more (big ones more important than little ones), the contractor must admit that the lower limit is a bit problematic.