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g. When the CMO designates a PI or supporting program integrator (SPI) for NASA programs, they will ensure the proper usage of the GMIP Assignment and Closed Loop Tracking Tool and overall data integrity for their program or their portion of the program.

### **9.3. GMIP EXECUTION**

a. The FS will ensure that assigned GMIPs are incorporated into the contractors planning documents, where applicable, and accomplished.

b. The FS will assess during the review of the planning that the GMIP has been placed as late as possible in the fabrication/installation/delivery cycle so that GMIP attributes are not likely to be altered.

## **SECTION 10: CUSTOMER NOTIFICATION OF MANDATORY SURVEILLANCE ACTIVITY**

**10.1. OVERVIEW.** DCMA is required to notify NASA of both accomplished and not accomplished mandatory surveillance activity. Mandatory surveillance activities are defined as having been directed or approved by the NASA customer and are performed in support of a NASA Prime LoD.

**10.2. COMPLETED SURVEILLANCE ACTIVITY.** Surveillance activity that was accomplished IAW the NASA Prime LoD/LoR shall be reported to the NASA LoD POC via the monthly status report and as directed in the NASA prime LoD/LoR.

a. CMOs/Centers/OU's are required to document accomplishment of surveillance activity in the agency system of record IAW the DCMA MAN 2303-01.

b. Accomplishment of GMIPS is required to be recorded in the DCMA GMIP Assignment and Closed Loop Tracking Tool IAW this manual and the, "GMIP Assignment and Closed Loop Tracking Tool User Guide."

c. When required by the NASA Prime LoD and flowed down through LoRs, CMOs/Centers/OU's are required to document the accomplishment of surveillance activities in NASA maintained databases or systems.

d. Inputting of data into up to three different systems is to be considered direct work and is chargeable to the appropriate DCN.

### **10.3. UNKNOWN/NOT ACCOMPLISHED MANDATORY SURVEILLANCE**

**ACTIVITY.** When supporting a NASA Prime LoD/LoR, and if a government mandatory surveillance activity is not executed per the NASA Prime LoD/LoR, the contractor's records and the DCMA product examination records must indicate this omission with the appropriate written notation.

a. Reporting to NASA and DCMA-NPO that a missed mandatory requirement or missed GMIP has occurred must begin immediately upon discovery. Reference the unaccomplished GMIP flowchart and Customer Notification of Unaccomplished Mandatory Surveillance form on the resource page for this Manual for additional information/guidance.

(1) Unknown mandatory surveillance is any surveillance activity whose accomplishment status is in doubt or the applicability of that surveillance activity to a particular piece of hardware or NASA mission is unclear.

(2) Not accomplished mandatory surveillance is any surveillance activity that has not been accomplished and the planned opportunity to accomplish the surveillance has passed, or the surveillance activity was completed but the objective quality evidence is not readily available to document completion for activity closure.

b. The following situations require a Customer Notification of Unaccomplished Mandatory Surveillance to be submitted. This list is representative and not all inclusive:

- (1) Manufacturer works beyond the GMIP without informing DCMA.
- (2) DCMA fails to perform GMIP when properly notified.
- (3) Manufacturer presents existing product to meet contract requirements; however, GMIP requirements are not able to be performed because manufacturing has already occurred.
- (4) Manufacturer fails to put the hold point into the work authorization document either due to manufacturer or DCMA omission.

c. The Customer Notification of Unaccomplished Mandatory Surveillance is intended to notify NASA of a failure to meet NASA Prime LoD requirements. This allows NASA to evaluate the risk of the missed action and to determine a proper course of action to proceed.

d. Immediately upon discovery of a missed mandatory requirement or GMIP omission, the CMO/Center FS must notify their NASA Prime LoR POC (NPO functional group leader) or DCMA LoR POC and the FS's chain of command. Notification must be by email and a copy of the email attached to part I of the Customer Notification of Unaccomplished Mandatory Surveillance. (Email notification does not preclude verbal notification if the urgency of the issue warrants.)

e. The CMO CDR/DIR, or their designated representative, will notify the DCMA-NASA Support Desk by sending part I of the Customer Notification of Unaccomplished Mandatory Surveillance.

f. The omission must be reported within 24 hours of identification of the unaccomplished GMIP. If the significance of the omission warrants a higher-level response, the CMO CDR/DIR should contact the DCMA-NPO Director immediately.

g. If omission has immediate impact on the launch schedule and the launch vehicle is configured for launch at the pad, the DCMA-NPO Director must notify the DCMA-Deputy Director.

h. The CMO CDR/DIR and the DCMA-NPO Director must work together to protect the Agency and NASA from additional risk and negative second order impacts to the Agency and flight hardware.

i. Part II of the Customer Notification of Unaccomplished Mandatory Surveillance must be submitted to the NASA LoD POC and the NASA SMAR if assigned, copying the NASA support Desk within 10 days of the discovery of the unaccomplished GMIP.

j. Part II of the Customer Notification of Unaccomplished Mandatory Surveillance form serves the following purpose:

- (1) Document the background and reason as to why the GMIP was unaccomplished.
  - (2) Provide all available information to the NASA Engineer to determine the potential operation and material risk posture resulting from the unaccomplished GMIP.
  - (3) Provide results from the results of the recent accomplishments of the GMIP to determine trend analysis.
  - (4) Provide results from recent accomplishments of the process to have been surveilled to determine trend analysis.
  - (5) Provide all relevant manufacturing information from similar processes, DoD, or other customers to support the NASA disposition of the unaccomplished GMIP.
- k. Recognize that a NASA Engineer who may not be onsite nor familiar with the contractor may be tasked to provide disposition instructions to mitigate the unaccomplished GMIP. Providing that individual with a full and complete picture of mandatory inspection that was unaccomplished, contractor performance on that product and contractor performance on the process regardless of customer will assist the engineer in assessing the risk of the unaccomplished GMIP.
- l. DCMA should make a recommendation as to the disposition of the unaccomplished GMIP.
  - m. The NASA LoD POC or the NASA SMAR should route the form internal to NASA and provide back to the local CMO the disposition instruction to resolve the unaccomplished GMIP. It is desired that those instruction be included on the form, however, they may be received via separate email in which case the NASA email will be attached to the form.
  - n. Once received, the CMO will execute the NASA instructions updating the agency system of record and the GMIP Assignment and Closed loop Tracking Tool as appropriated to document any new or additional surveillance.
  - o. Once the unaccomplished GMIP has been resolved by completing the NASA instruction or based upon a NASA disposition to use as is, the original unaccomplished GMIP will be concluded in the agency system of record and the completed Customer Notification of Unaccomplished Mandatory Surveillance form including any attached NASA emails uploaded to the surveillance event.
  - p. DCMA-NPO Director must brief DCMA-QA on the unaccomplished GMIP once all of the details are known, nominally within 2 weeks of the submission of Part II of the Customer Notification of Unaccomplished Mandatory Surveillance.
  - q. Within 15 days of a completion brief to DCMA-QA or DCMA-QA, DCMA-NPO Director must seek NASA concurrence to close the loop.

r. The DCMA-QA may determine that the unaccomplished GMIP requires a Root Cause Analysis (RCA) to be performed and a CAP to be developed. In such instances the DCMA-NPO Director shall inform the CMO/Center CDR/DIR with the unaccomplished GMIP and the CMO CDR/DIR at the prime contractor for the contract of the requirement to perform a RCA and CAP.

(1) The CMO/Center with the unaccomplished GMIP will nominally have 30 days from notification of the requirement to perform a RCA/CAP to complete the action. If additional time is required, (the CDR/DIR should discuss with the DCMA-NPO Director.

(2) The appropriate DCMA-CI will be invited to observe/participate in the RCA/CAP.

(3) The appropriate staff member from the assigned Business Unit must be invited to observe the RCA/CAP.

(4) The RCA/CAP will be performed and tracked IAW agency policy.

(5) The RCA and CAP will be submitted to the DCMA-NPO Director for approval and accomplishment against the CAP will be reported by the CMO with the unaccomplished GMIP monthly until complete.

s. When NASA dual assigns a GMIP to be accomplished by DCMA or by a third party support contractor or when a third party support contractor accomplishes a GMIP assigned to NPO, it is not considered to be an unaccomplished GMIP.

(1) The CMO shall conclude the surveillance event in the agency system of record, indicating zero hours accomplished or any ours accomplished in preparation to perform the GMIP up to the GMIP having been accomplished by the third-party support contractor. In the notes section of the surveillance event, indicate that the GMIP was accomplished by the name of the third-party support contractor and the name of the individual performing the GMIP. Include the date and time of the accomplishment if known.

(2) Similarly, for the GMIP Assignment and Closed Loop Tracking Tool, close the GMIP and indicate similar information in the notes section.



## GLOSSARY

### G.1. DEFINITIONS.

**Accept Product/Service for NASA.** The action(s) taken by DCMA to verify if a product/service satisfies the requirements of the NASA Prime LoD, NASA contract.

**Acceptance (LoD).** All NASA LoD are accepted on behalf of the Agency by the DCMA-NPO Director. LoR are then issued for activity, by service set in the Agency's system of record, to the cognizant PoP CMO.

**Administrative Training.** Outlines the competency and certification requirements for DCMA FS supporting NASA delegations. WST must be completed prior to working a NASA Prime LoD where it's required. NASA orientation training can be temporarily waived by a CMO CDR/DIR if necessary. An otherwise technically qualified QAS can execute the work.

**Analysis.** The post-processing or interpretation of the individual values, arrays, files of data, or execution information. It is a careful study of something to learn about its parts, what they do, and how they are related to each other.

**CAGE.** A code assigned by the Defense Logistics Agency to identify a commercial or Government entity IAW Section 204.7201 of Defense Federal Acquisition Regulation.

**Capability.** The ability to achieve a desired effect under specified standards and conditions through a combination of means and ways across doctrine, organization, training, material, leadership and education, personnel, and facilities to perform a set of tasks to execute a specified course of action.

**Closure of Prime LoDs.** Must be coordinated in writing (i.e., email, correspondence LoD completion date, and document) between the DCMA-NPO and NASA when all work is complete. The NASA Prime LoD will only be closed by the applicable DCMA-CI in close coordination with the CMO/Center at the prime contractor and the NASA customer.

**Command Media.** Includes tangible documents (including electronic) such as contractor policies, procedures, manuals, and instructions that are developed and implemented to control the organization.

**Component Heads.** The leader of a DCMA component who reports directly to the DCMA-Director.

**Concurrence (LoD).** The receiver must review delegated work requirements. Any required changes identified by the receiver during the review must be coordinated with the delegator prior to accepting the delegation. Once requirements are verified at the functional level, the receiving CMO must Accept, Accept with Limitations, or Reject Delegation.

**Contract.** A mutually binding legal relationship obligating the seller to furnish the supplies or services (including construction). It includes all types of commitments that obligate the Government to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include (but are not limited to) awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; orders, such as P. O., under which the contract becomes effective by written acceptance or performance; and bilateral contract modifications. Contracts do not include grants and cooperative agreements covered by Section 6301 of Title 31, United States Code.

**CMO.** An OU within DCMA that is assigned post-award functions related to the administration of contracts. The office is responsible for managing and administering assigned contracts from contract receipt to contract closeout.

**CAS.** All actions accomplished for the benefit of the Government, which are necessary to the performance of a contract or in support of the buying offices, system/project managers, and other organizations, including QA, engineering support, production surveillance, PAS, mobilization planning, contract administration, property administration, industrial security, and safety.

**Contractor.** Any individual or other legal entity that submits offers for or is awarded or may be expected to submit offers for or be awarded, a Government contract, or a subcontract under a Government contract; or conducts business, or reasonably may be expected to conduct business, with the Government as an agent or representative of another contractor (Section 9.403 of FAR). Includes the terms “prime contractor” and “subcontractor.” (Section 22.801 of FAR).

**Critical Acquisition Item.** Critical acquisition items are products or services whose failure poses a credible risk of loss of human life; serious personal injury; loss of a Class A, B, or C payload (see NPR 8705.4A, “Risk Classification for NASA Payloads,”); loss of a Category 1 or Category 2 mission (see NPR 7120.5E); or loss of a mission resource valued at greater than \$2 million.

**Critical Item.** A critical item is one which if defective or fails, directly contributes to or causes a catastrophic event affecting personnel safety, mission success, or functional redundancy of a critical system. If the loss of multiple units of the item in question is required for the catastrophic event to be realized, then the item is critical when units are of the same design and build lot and have a common failure mode relevant to the critical function (e.g., fasteners, capacitors).

**Critical Process.** A critical process is an activity performed by NASA or NASA services suppliers during mission hardware development, launch preparations, launch, commissioning, operations and decommissioning that if defective or fails to achieve the intended results directly contributes to or causes a catastrophic event affecting personnel safety, mission success, or functional redundancy.

**Critical Work.** Critical acquisition items are products or services whose failure poses a credible risk of loss of human life; serious personal injury; loss of a Class A, B, or C payload (see NPR 8705.4); loss of a Category 1 or Category 2 mission (see NPR 7120.5E); or loss of a mission resource valued at greater than \$2 million.

**Criticality (of a failure).** A measure of the severity of a failure in relation to mission performance, hazards to material or personnel, and maintenance cost. Programs/projects typically establish their own criticality definitions and classifications. NASA-SQA 8729.1, “NASA Reliability and Maintainability (R&M) Standard for Spaceflight and Support Systems.”

- **Criticality 1.** The condition where failure to comply with prescribed contract requirements can potentially result in loss of life, serious personal injury, loss of mission, or loss of a significant mission resource. Common uses of the term include critical work, critical processes, critical attributes, and critical items.
- **Criticality 1R.** Redundant hardware that, if all failed, could cause loss of life or vehicle. A number (#) is used to indicate the number of failures required for complete system failure (1R2, one failure tolerant system; 1R3, two failure tolerant system, etc.).
- **Criticality 1S.** Failure in a safety or hazard monitoring subsystem that could cause the system to fail to detect, combat, or operate when needed during a hazardous condition, potentially resulting in loss of life or vehicle.
- **Criticality 2.** A condition that may cause severe injury or occupational illness, or major property damage to facilities, systems, or flight hardware.
- **Criticality 3.** Failure that would not result in loss of life, vehicle, or mission.

**Data.** Information for computer processing (e.g., numbers, text, images, and sounds in a form that is suitable for storage in or processing by a computer). Risks are identified in the NASA Prime LoD.

**DCMA-NASA Allocated Hours.** The actual amount of time that has been allocated to perform a task/activity over the duration of the life cycle for supporting NASA Prime LoD. It is calculated based on: “surveillance frequency allocated” x “hours per task/activity.”

**DCMA-NASA Delegation Review.** Utilize NASA Prime LoD as the base document to conduct a requirements and risk analysis of the NASA Prime LoD, the NASA contract or P. O., to ensure the requirements and

**DCMA-NASA Letter of Technical Direction.** The agency system of record; currently the electronic contract administration request system.

**DCMA Operational Commands (OU).** DCMA organizational structures such as DCMA Centers, Regions, Directorates, and CMOs which serves at the operational level providing command, control, and direct supervision of subordinate organization levels and assigned personnel resources as established in the DCMA-MAN 4501-03, “Organization Structure, Mission and Functions.”

**Delegation.** It is DCMA policy to use subcontract delegations in an efficient, safe and ethical manner, and only when it is in the Government's interest. The FS must assure prime contractors provide effective prime contractor management of subcontracted work, maintain conformity of high consequence risk subcontracted products and services. It is the prime contractor's responsibility to manage its subcontractors.

**Deviation.** A documented authorization releasing a program or project from meeting a requirement before the requirement is put under configuration control at the level the requirement will be implemented.

**FS.** The DCMA individual who is conducting work IAW the NASA Prime LoD or LoR. FS include but not limited to the following – contracting, quality assurance, quality engineering, engineering, earned value management, program management, property administration, safety, software, and manufacturing.

**FTE (requirements).** Human resources analysis needs to accomplish for specified workload within an organization.

**GMIPs.** GMIP or mandatory activity developed by the customer or DCMA with approval of the customer and administrated by DCMA.

- GMIP Accomplished - GMIP is assigned, planned, and executed.
- 
- GMIP Assigned, planned, and not accomplished GMIP Operation.
- 
- GMIP Missed – No longer physically possible to verify the characteristics are available to perform inspection.
- 
- GMIP Planned – Placement in supplier build documents/DCMA hold points have been verified by FS.
- 
- GMIP Recovery – GMIP assigned, planned, and verified missed, the agency way to verify work was accomplished.
- 
- GMIP Unknown – GMIP exists, status unknown.

**Ground Support Equipment.** Non-flight equipment designed and certified with a physical and/or functional interface with flight hardware that is required for the handling, servicing, inspection, testing, maintenance, alignment, adjustment, checkout, repair or overhaul of class I and class II products or class IIIW products.

#### **Hardware Classifications:**

- **Class I.** Equipment acceptable for space flight use (controlled flight equipment)

- **Class II.** Equipment acceptable for use in ground tests or training in a hazardous environment (controlled non-flight equipment)
- **Class III.** Equipment acceptable for non-hazardous training or display purposes (uncontrolled non-flight equipment)
- **Class IIIW.** Equipment acceptable for use in Water Immersion training in a hazardous environment
- Controlled non-flight equipment

**Key Controls (KC)** Critical attributes to DCMA Support to NASA Manual deliverables and outcome reduce risk to the Department and DCMA and NASA correlated with mission success.

**LoD PoP.** Delegated location of work being performed away for the prime contractor.

**LoI.** Contractual instruction transmitted.

**Missed Mandatory Requirement (GMIP).** Reporting missed mandatory requirements or GMIPS must begin immediately upon discovery with process steps performed and documentation completed. Reference GMIP flowchart and MIP variance form on the resource page for this Manual for additional information/guidance.

**Multifunctional Delegation/Redelegation.** For the purpose of determining the level of signature for acceptance of a NASA LoR if the LoR requires multiple series of FS then that LoR is considered to be multifunctional and required the CMO CDR/DIR or the delegate (in writing) representative to accept the LoD. The designation of a NASA Prime LoD, DCMA-NPO Prime LoR, or LoR as multifunctional does not automatically authorize the assignment of a DCMA -PI or SPI. NASA will specify the assignment of a DCMA-NASA-PI within the LoD and only if a PI is assigned, may a SPI be assigned to support LoRs.

**NASA Prime LoD.** DCMA-NPO is responsible to coordinate receipt, review, and acceptance by signature, and disposition of all Prime LoDs from NASA to DCMA (Agency-to-Agency LoDs).

**NASA Technical Direction.** The direction or guidance provided by NASA on the scientific, engineering, and other technical aspects of a NASA program/project. Technical direction includes providing additional clarification of contractual requirements and provides direction of a technical nature within the scope of the NASA Program/Project without change to terms/conditions of contractual documents.

**Non-Procurement Instruments.** A legal instrument other than a procurement contract. Examples include instruments of financial assistance, such as grants or cooperative agreements, and those of technical assistance, which provide services in lieu of money.

**OASIS.** IAQG application containing information on participating National Aerospace Industry Associations.

**Operational Key Controls (OKC)** Critical attributes to DCMA Support to NASA Manual deliverables and outcome reduce risk to the Department and DCMA and NASA correlated with KC.

**OU.** DCMA organizational entity charged with ensuring mission accomplishment for their organization. For purposes of this Manual only, DCMA-OU includes Eastern, Central, and Western Regions, DCMAI, and DCMAS

**Prime CMO.** Responsible for prime contract location/LoD can also be considered as the primary contract administration office.

**Prime Contractor.** Any individual or other legal entity that submits offers for or is awarded or may be expected to submit offers for or be awarded, a government contract, or a subcontract under a government contract; or conducts business, or reasonably may be expected to conduct business, with the Government as an agent or representative of another contractor. (Section 9.403 of FAR). Includes the terms “prime contractor” and “subcontractor.”

**Process Evaluation.** Process Evaluations identified in the surveillance plan, once approved by the customer/DCMA-NPO Director is considered a MIP and will follow Agency Policy.

**Program.** A strategic investment by a mission directorate or mission support office that has a defined architecture or technical approach, requirements, funding level, and a management structure that initiates and directs one or more projects. A program defines a strategic direction that the Agency has identified as critical.

**Project.** A specific investment having defined goals, objectives, requirements, life-cycle cost, a beginning, and an end. A project yields new or revised products or services that directly address NASA’s strategic needs. They may be performed wholly in-house; by Government, industry, academia partnerships; or through contracts with private industry.

**Redelegation (LoR).** Documented instructions issued by a cognizant DCMA CMO to a secondary (receiving) DCMA CMO outlining support requirements which cannot be performed by the cognizant DCMA CMO as specifically required by a NASA Prime LoD. NASA Prime LoD(s) will contain specific language to address the use of redelegations for this to be allowed.

**Reimbursable Charge.** Charge reimbursable time when executing direct support of tasks delegated in a NASA prime LoD: personnel authorized to accept goods and services for the government, or perform other process surveillance; e.g., quality, financial and business systems support, property, plant clearance, (1910, 1150, 1102, 08XX, 343, 1106,); personnel who attend training in direct support of a NASA delegation; or personnel who administer activities (visual examinations, administrative) described in this Manual.

**Remote/Virtual Contract Oversight/Insight.** The process of leveraging virtual technologies options for capturing objective evidence for record retention in support of government source inspections must be approved by the customer before utilizing.

**Services.** Includes services performed, workmanship, and material furnished or utilized in the performance of services.

**Subcontractor.** Any person, other than the prime contractor, who offers to furnish or furnishes any supplies, materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract and includes any person who offers to furnish or furnishes general supplies to the prime contractor or a higher tier subcontractor.

**Supplier.** A party that provides products, goods, or services (see also “contractor”).

**Supplies.** Materials or products which can include government furnished equipment/government furnished property (i.e., Government-procured equipment furnished to NASA contractors/suppliers).

**System.** The combination of elements that function together to produce the capability required to meet a need. The elements include hardware, software, equipment, facilities, personnel, processes, and procedures needed for this purpose (Source: NPR 7123.1 series, “NASA Systems Engineering Processes and Requirements.”)

**Validation.** The assurance that the FTE model reflects the essentials of the system under continuous study.

**Verification.** The assurance that the FTE model reflects NASA request.

**Waiver.** A documented authorization releasing a program or project from meeting a requirement after the requirement is put under configuration control at the level the requirement will be implemented.

**Workload.** The amount of work in terms of work units or volume that a CMO has at hand. Workload is the output produced by the Agency as a result of the implementation of the business process in support of NASA.

**WST.** Workmanship Standard Training.

## GLOSSARY

### G.2. ACRONYMS.

ACO	Administrative Contracting Officer
AS	Aerospace Standard
CAGE	Commercial and Government Entity
CAP	Corrective Action Plan
CAR	Corrective Action Request
CAS	Contract Administration Services
CCM	College of Contract Management
CGB	Corporate Governance Board
CI	Center Integrator (DCMA)
CDR/DIR	Commander/Director
CMO	Contract Management Office
DAI	Defense Agencies Initiative
DAU	Defense Acquisition University
DCMA-AQ	DCMA Contracts Directorate
DCMA-DM	DCMA Office of Internal Audit and Inspector General
DCMA-FB	DCMA Financial and Business Directorate
DCMA-FBB	DCMA Financial and Business Operations Budget Division
DCMAI	DCMA International Command
DCMA-MAN	DCMA Manual
DCMA-PI	DCMA Portfolio Management and Business Operations
DCMA-QA	DCMA Quality Assurance Directorate
DCMA-TD	DCMA Technical Directorate
DCMA-TF	DCMA Total Force Directorate
DCMA-TFB	DCMA Total Force Business Operations Division
DCMAS	DCMA Special Programs Command
DCN	Document Control Number
DODAAC	DoD Activity Address Code
ESG	Executive Steering Group
EVM	Earned Value Management
EVMS	Earned Value Management System
FAR	Federal Acquisition Regulation
FLS	First Line Supervisor
FS	Functional Specialist
FTE	full-time equivalent
FY	Fiscal Year
GCQA	Government Contract Quality Assurance
GMIP	Government Mandatory Inspection Point



HQ	Headquarters
IAW	in accordance with
IAQG	International Aerospace Quality Group
ILA	in-line assessment
KCR	key contract requirement
LoD	Letter of Delegation
LoI	Letter of Instruction
LoR	Letter of Redelegation
MFR	Memorandum for Record
MIP	Mandatory Inspection Point
MoA	Memorandum of Agreement
MoU	Memorandum of Understanding
MSR	monthly status report
NASA	National Aeronautics and Space Administration
NDR	NASA Delegation Review
NDT	Non-Destructive Test
NF	NASA Form
NF 1430	Letter of Contract Administration Delegation, General
NF 1430A	Contract Administration, Letter of Delegation for NASA Contracts.
NF 1430B	Quality Assurance, Letter of Delegation for NASA Contracts.
NF 1430C	Property Administration, Letter of Delegation for NASA Contracts.
NF 1430D	Plant Clearance, Letter of Delegation for NASA Contracts.
NF 1431	NASA Form 1431 Letter of Acceptance of Contract Administration Delegation
NFS	NASA Federal Acquisition Regulation Supplement
NPO	NASA Product Operations
NPD	NASA Policy Directive
NPR	NASA Procedural Requirements
OASIS	Online Aerospace Supplier Information System
OKC	operational key control
OP	Office of Procurement
OSMA	Office of Safety and Mission Assurance
OU	Operational Unit
PAS	pre-award surveys
PASM	Pre-Award Survey Manager
PDREP.	Product Data Reporting and Evaluation Program
PI	Program Integrator
P. O.	Purchase Order

POC	point of contact
PoP	Place of Performance
PoR	Place of Responsibility
QA	Quality Assurance
QAS	Quality Assurance Specialist
QMS	Quality Management System
RCA	Root Cause Analysis
SLT	Senior Leadership Team
SMAR	Safety Mission Assurance Representative
S&MA	Safety & Mission Assurance (NASA)
WST	Workmanship Standards Training

## REFERENCES

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- DCMA Manual 933-01, "Corrective Action Plan Process for External and Internal Inspections, Assessments, Evaluations, and Audits." April 7, 2023
- DCMA Manual 2101-04, "Delegate Surveillance," July 30, 2018
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- DCMA Manual 4501-03, "Organization Structure, Mission and Functions". April 3, 2019
- DCMA Manual 4501-04, Volume 1, "Records and Information Management Program," April 16, 2021
- DCMA Manual 4501-04, Volume 2, "Records Retention Schedule," April 14, 2021
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- Defense Federal Acquisition Regulation Supplement, Current edition
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NASA Policy Requirement 8705.4A, “Risk Classification for NASA Payloads,” April 29, 2021

NASA Policy Requirement 8735.2C, “Hardware Quality Assurance Program Requirements for Programs and Projects,” March 12, 2021

NASA Standard 8729.1, “NASA Reliability and Maintainability (R&M) Standard for Spaceflight and Support Systems.” June 13, 2017

United States Code, Title 31, Section 6301