

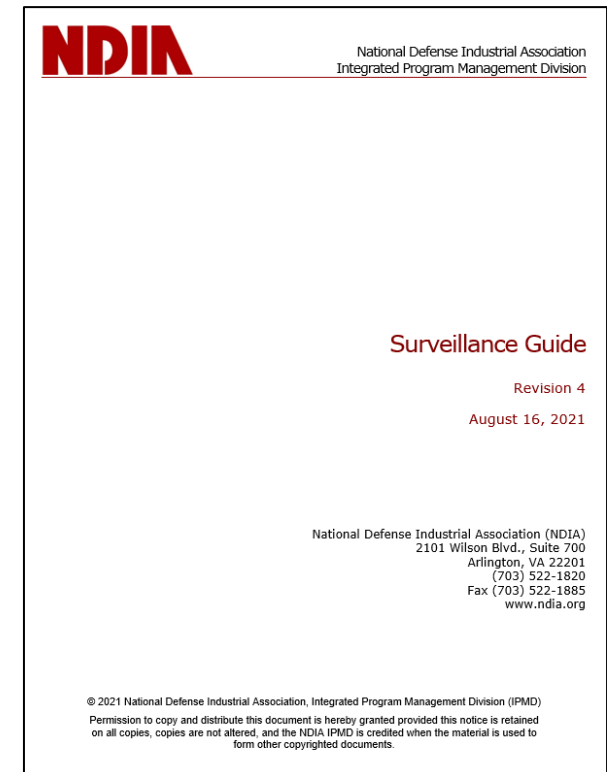


NDIA IPMD SURVEILLANCE GUIDE UPDATE

September 21, 2021

Purpose of the Surveillance Guide Update

- **Purpose of the Guide:**
 - The Surveillance Guide provides the guidance and characteristics for a successful EVMS Surveillance Program. It is intended to assist suppliers in the planning and execution of both internal and subcontractor surveillance, as well as provide guidance for customers with EVMS oversight responsibility.
 - Creating a Surveillance Plan/Team
 - Planning/Conducting a surveillance
 - Delivering a Surveillance Review Report
 - Conducting Root Cause and Corrective Actions
 - Listing of program artifacts
- **Last update to the Surveillance Guide was November 5, 2018**
- **NDIA IPMD Guides are located here:**
 - <https://www.ndia.org/divisions/ipmd/division-guides-and-resources>



Schedule



	i	Task Name	Duration	Start	Finish	Qtr 1, 2021		Qtr 2, 2021			Qtr 3, 2021			Qtr 4, 2021			
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
1		NDIA IPMD Surveillance Guide v4.0 Update	167 days	3/18/21	11/5/21												
2	✓	Sent guide and worksheet to past members	0 days	3/18/21	3/18/21												
3	✓	Surveillance Guide Committee to submit comments	32 days	3/18/21	4/30/21												
4	✓	All comments due from Committee Members	0 days	4/30/21	4/30/21												
5	✓	Adjudicate and complete all updates to the Guide	49 days	5/1/21	7/8/21												
6	✓	MS Teams Meeting #1	0.2 days	6/10/21	6/10/21												
7	✓	MS Teams Meeting #2	0.2 days	6/17/21	6/17/21												
8	✓	MS Teams Meeting #3	0.2 days	6/22/21	6/22/21												
9	✓	MS Teams Meeting #4	0.2 days	7/8/21	7/8/21												
10	✓	Send to NDIA IPMD Board of Directors review	10 days	7/19/21	7/30/21												
11	✓	Update Surveillance Guide per NDIA IPMD BoD comments	5 days	8/1/21	8/6/21												
12	✓	NDIA IPMD Board of Directors Review	4 days	8/7/21	8/12/21												
13		Send Surveillance Guide to Industry for review/comments	26 days	8/20/21	9/24/21												
14	📅	NDIA IPMD Meeting (Sep 21, 2021)	1 day	9/21/21	9/21/21												
15		Updates any comments from Industry	5 days	9/27/21	10/1/21												
16		Final NDIA IPMD Board of Directors Review	5 days	10/4/21	10/8/21												
17		NDIA IPMD Surveillance Guide Rev 4 ready for Electronic Approval	15 days	10/11/21	10/29/21												
18		NDIA IPMD Surveillance Guide published on NDIA website	5 days	11/1/21	11/5/21												

Updates to the Surveillance Guide

- Received 30 comments from five different companies/agencies. Most comments were grammatical updates.
- Some of the changes include:
 - *List of Abbreviations and Acronyms* - Added “Material Management and Accounting System (MMAS)”.
 - Good discussion on the difference between a formal Compliance Evaluation Review (CER) and a Surveillance Review.
 - Section 2.2.1 – ***Establishing a Surveillance Framework*** – Added sources where one can find a surveillance framework such as the DCMA EVMS website and/or any civilian agency website.
 - Section 2.5 – **Learn from Results of Surveillance Reviews** - Added more description to an Annual Report as a matter of best practice.

Updates to the Surveillance Guide

- **Some of the changes include (cont.):**
 - Section 3.1.4 – ***Notify the Project of the Review*** - Notification of a surveillance review should be provided to the project manager and project team members to verify availability.
 - Section 3.1.5 – ***Analyze Artifacts Prior to Project Interviews*** – The Surveillance Team Lead is responsible to identify and document the test criteria.
 - Section 3.2 – ***Conduct the Surveillance Review*** – Added, if applicable, review the Data Driven Metrics for applicable guidelines.
 - Section 3.3 – ***Deliver the Formal Surveillance Review Report*** and section 3.4 – ***Root Cause and Corrective Actions by the Project Team*** – changed the responsibility from “*Surveillance Review Team*” to “*Surveillance Team Lead*”.

Updates to the Surveillance Guide

- **Some of the changes include (cont.):**
 - Appendix E – ***Examples of Project Artifacts for Review:***
 - *Program Critical Path Method (CPM) documentation*
 - *Forward Pricing Rate Agreement (FPRA) / Forward Pricing Rate Proposal (FPRP)*
 - *List of major Subcontractors/Suppliers*
 - *Business System Letters of Approval from ACO or other cognizant authority, if applicable*
 - Appendix F – **Surveillance Review Example Questions**
 - *If you have mitigated a risk, is it reflected in the schedule and traceable to your risk management plan?*

Next Steps

- **Surveillance Guide v4.0 sent to Industry for review - Aug 20**
 - All comments due by Friday, Sep 24, 2021
- **Final update presented to the IPMD Board of Directors**
 - Complete by Oct 8, 2021
- **Surveillance Guide send to IPMD voting members for Electronic Approval**
 - Voting period: Oct 11 – 29, 2021
- **Surveillance Guide published to the NDIA website**
 - Goal by Nov 5, 2021

Team Members

Name	Company
Linda Adams	Pratt & Whitney
Laura Ayers	General Dynamics
Dan Bellovary	Rolls-Royce
Ivan Bembers	NRO
Will Cormack	Rolls-Royce
John Duval	SM&A
Lucy Haines	Lockeed Martin
Katherine LaMour	Pratt & Whitney
Linda Pack	General Dynamics
Kathy Roebuck	Northrop Grumman
Elizabeth Schloer	Booze Allen Hamilton

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