

# NDIA PMSS EVMS Surveillance Team

**February 12, 2003**

# Team Changes

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- Added Intel Community
  - NRO (Continuing)
  - NIMA
  - NSA
- Added DCMA
- Added development of a surveillance guide in 4<sup>th</sup> quarter (draft)

- Brief white paper at May CPM conference
- Brief draft guide by Nov workshop
- Have completed Principles, Attributes
- In process best practices

- Since August NDIA briefing
  - 3 telecons
  - 2 meetings

- Surveillance approach should be comprehensive based on risk
- Internal surveillance approach is linked to joint surveillance requirements so that one approach satisfies all requirements
- Government Joint Surveillance is best seen as a part of company commitment to robust internal surveillance
- Surveillance approach should include sharing of best practices from other divisions of the company
- Where customer is involved; Joint Surveillance Plans provide agreement on objectives, structured approach, and a schedule

Draft

# Best Practices - Organizational **Raytheon**

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- Process owner (independent from program/program area) should chair the surveillance team
- Surveillance approach should consider authority of the team to require actions as a result of the surveillance
- Surveillance teams should be small and team should not split up. Must include: Process owner, Prog Mgmt
- Independence key for majority of the team (leaders). Roles for program member's participation should be understood

Draft

- Need to provide adequate time during reviews for documentation review and notes
- Incorporation of results from system integrity reviews (Internal audit, DCAA etc.)
- Surveillance process based on open communication between team, program, management, and customer
- Integrated teams should include major subcontractors in their internal surveillance monitoring

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- Surveillance approach should include tracking actions and follow-up closure verification
- Surveillance approach should include an annual self assessment about the effectiveness of the surveillance process
- Surveillance approach should gather metrics to assess systematic concerns that may drive training or Process Description changes
- Surveillance approach should include a normal problem resolution/escalation process

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