

Headquarters
Washington, DC 20546-0001

Reply to Attn of: Science Mission Directorate (SMD)

TO: Division Directors, SMD

FROM: Associate Administrator, Science Mission Directorate (SMD AA)

SUBJECT: Delegation of Authority for Select Flight Projects

This memorandum is to document the delegation of the Decision Authority (DA) for SMD flight projects to the Division Directors per the criteria below.

SMD AA is Decision Authority for:

All Key Decision Points (KDPs) for:

- CAT 1&2 missions (Mars 2020, Europa, TESS, ICESat-2, etc ...). The NASA AA is the final DA for CAT 1 projects.
- Class A&B instrument projects (RBI; JUICE UVS, JUICE PEP-Hi, and JUICE RIME, etc...)
- Projects with more than one contributed instrument on an international mission (SOC; SOLO-HI and HIS; JUICE)
- Class C missions
- Class C instrument projects
- Class D missions over \$150M, not including launch costs (i.e., IXPE)

KDP-C only for:

- Class-D missions under \$150M, not including launch costs, consistent with the Class D Tailoring Guidance in the SMD Handbook (TROPICS, GeoCarb, etc...)
- Class D Instrument projects

Decision Authority is delegated to the Division Director:

All Key Decision Points except KDP-C for:

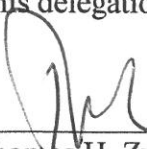
- Class-D missions under \$150M, not including launch costs, consistent with the Class D Tailoring Guidance in the SMD Handbook (TROPICS, GeoCarb, etc...)
- Class D Instrument projects

This delegation provides the Division Directors the authority to make decisions on these projects for all Life Cycle Reviews and Key Decision Points, with the exception of KDP-C, which shall remain the responsibility of the SMD AA. Documentation approval flows with the delegation authority. If a project requires a rebaseline (change from the Agency Baseline Commitment) or

is proposed for termination following KDP-C, this decision authority shall also remain with the SMD AA. The Division Directors are expected to inform the SMD AA of progress and all decisions made.

JASD mission Decision Authority remains with the SMD AA, and is not affected by this memo.

This delegation is effective January 1st, 2018.


Thomas H. Zurbuchen, Ph.D.

12/7/17
Date

cc:

Science Mission Directorate

- D. Andrucyk
- G. Robinson
- J. Pellicciotti
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- T. Osborne
- S. Cauffman
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- J. Lee
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- J. Davis
- E. Ianson
- J. Watzin

Center Directors

- ARC/E. Tu
- AFRC/D. McBride
- GRC/J. Kavandi
- GSFC/C. Scolese
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SMD Program Managers

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- GSFC/J. Gramling
- GSFC/N. Chrissotimos
- MSFC/A. Bacskay
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