

**LMS INTERNAL ASSESSMENT
ANNUAL SCHEDULE
FY 2007**

The Annual Schedule represents a plan to ensure internal assessment of compliance to all established LMS management controls. It provides for sufficient review of all Center organizations and process areas to enable overall evaluation of the suitability and effectiveness of the Langley Management System as well as to provide the management information necessary to promote its continued improvement. In accordance with LMS-CP-2305, this plan is subject to revision based on criteria defined. *Sub-topics listed below each process area noted are identified as possible areas to be addressed; these sub-topics are not intended to be all-inclusive.* The assigned Lead Assessor will coordinate details relating to specific site visits.
Last Updated: August 30, 2007.

Process to be Assessed	Lead Assessor(s) Assigned	Assessment Objective	Month Scheduled
LMS Internal Assessment > LMS-CP-2305 > LMS-OP-2309 LMS System Level Assessment > Compliance to ISO 9001-2000	Ken Young / KSC	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	1st Qtr. FY07
Corrective, Preventive, and Improvement Action: > LMS-CP-2302 > LMS-CP-2303 > Management review actions > Boards, Councils, Teams, etc	Ken Young / KSC	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	1st Qtr. FY07
Flight Operations: > Guidance and Control > Flight Dynamics > Avionics systems (including software development) > Planning, design, conduct, reporting, and transfer of research experiments > Performance indicators	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	1st Qtr. FY07
Management of Human Capital : > Telecommuting > CPP Process > HR Strategy linked to mission > Development of personnel > Performance metrics	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	2nd Qtr. FY07

Evaluation of LMS effectiveness/suitability and adequacy is an ongoing review based on overall Internal Assessment results

Note: All processes assessed are reviewed for compliance in the areas of: Corrective, Preventive, and Improvement action(s); Management Review; Document and Data control; Records management; and Training.

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Space and Science Processes: <ul style="list-style-type: none"> ➤ Space and Earth science contributions ➤ Human and Robotic exploration ➤ Advanced Concepts ➤ Performance indicators 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	2nd Qtr. FY07
New Business Process <ul style="list-style-type: none"> ➤ Measurement of effectiveness of processes used to produce innovative proposals ➤ Selection of research projects ➤ Institutional change activities 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	2 nd Qtr. FY07
Export Control Program <ul style="list-style-type: none"> ➤ Publications ➤ E-mail ➤ Conferences ➤ Records of export ➤ Employee awareness 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	2nd Qtr. FY07
Workforce planning and deployment: <ul style="list-style-type: none"> ➤ Integrated planning cycle ➤ Balance of commitments and resources ➤ Project-level commitment contracts ➤ Workforce management reporting system 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	2nd Qtr. FY07
Center Change Management Performance : <ul style="list-style-type: none"> ➤ Performance metrics ➤ Evaluation and response to feedback ➤ 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3rd Qtr. FY07
Exploration and Flight Projects Processes: <ul style="list-style-type: none"> ➤ Customer requirements ➤ Flight project expertise ➤ Partnerships ➤ Performance metrics 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3rd Qtr. FY07

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Center Performance Measurement: <ul style="list-style-type: none"> ➤ Center level metrics ➤ OU level metrics ➤ Evaluation and response to PU/F feedback 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3rd Qtr. FY07
Document Control <ul style="list-style-type: none"> ➤ LPS ➤ LDMS ➤ CMOL ➤ LFS ➤ Records Management 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3rd Qtr. FY07
LaRC Safety Program and Related Processes <ul style="list-style-type: none"> ➤ VPP ➤ Safety and Facility Assurance <ul style="list-style-type: none"> ➤ Occupational Safety ➤ Industrial Safety ➤ Mission Assurance <ul style="list-style-type: none"> ➤ Aeronautics & Spacecraft projects 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3rd Qtr. FY07
Research & Technology Processes <ul style="list-style-type: none"> ➤ Customer requirements ➤ Operator Certification and Training ➤ Planning, conduct, and reporting of test results ➤ Customer Satisfaction ➤ Resource requirements ➤ Performance indicators 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	4th Qtr. FY07
Education and Communication Processes: <ul style="list-style-type: none"> ➤ Employee communications ➤ Public inquiries ➤ Community relations ➤ Education programs ➤ Performance metrics 	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	4th Qtr. FY07

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Process to be Assessed	Lead Assessor(s) Assigned	Assessment Objective	Month Scheduled
Center Operations ➤ Security ➤ Environment ➤ Contractor Evaluation ➤ Logistics ➤ Performance Indicators	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	4th Qtr. FY07
Center Management Processes ➤ Strategic Leadership Council ➤ CPMC ➤ Other Boards, Councils, Committees, and Teams ➤ Customer Feedback	Gary Carl	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	3 rd Qtr. FY07
OCIO Processes ➤ Scientific and Technical Information Program ➤ IT Security ➤ Network and Computer Services ➤ Software Release ➤ Performance Metrics	<u>Gary Carl</u>	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls	4th Qtr. FY07
AS9100 Compliance ➤ Assessment of areas of LARC within Scope for initial compliance	<u>Tom Bacus</u> <u>NASA</u> <u>Headquarters/Perot</u> <u>Systems, INC</u>	Assess process effectiveness in meeting defined objectives and compliance to all applicable LMS management controls and the SAE AS9100 Standard	4th Qtr. FY07

Original Signed By:

Approved By: Gary L. Carl

Lead Assessor

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