

# AgRISTARS

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JSC-17419

A Joint Program for  
Agriculture and  
Resources Inventory  
Surveys Through  
Aerospace  
Remote Sensing

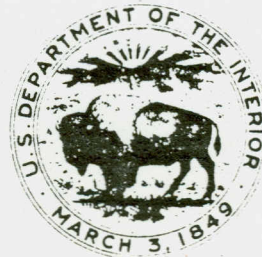
## AgRISTARS Program Documentation

April 1982

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## MANAGEMENT/ORGANIZATION PLAN

April 19, 1982



Lyndon B. Johnson Space Center  
Houston, Texas 77058

MANAGEMENT/ORGANIZATION PLAN FOR AgrISTARS

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DEPARTMENT/AGENCY ROLES

USDA

NASA

USDC

- DEFINE USDA INFORMATION REQUIREMENTS
- YIELD MODEL RD&T AND APPLICATIONS
- RD&T-APPLICATIONS ANALYSIS FOR AREA, YIELD, AND PRODUCTION ESTIMATION
- AGRONOMIC/ANCILLARY DATA BASE
- USER EVALUATION
- GROUND DATA COLLECTION
- RD&T AND APPLICATIONS CROP/WEATHER ASSESSMENTS<sup>1</sup>
- RD&T AND APPLICATION FOR EARLY WARNING
- RD&T AND APPLICATIONS FOR RENEWABLE RESOURCES ANALYSIS
- RD&T AND APPLICATIONS FOR LAND USE, PRODUCTIVITY, CONSERVATION, AND POLLUTION ANALYSIS
- RD&T FOR SOIL MOISTURE MEASURING TECHNIQUES
- RD&T FOR FOREIGN CROP AREA ESTIMATION
- FIELD RESEARCH
- LANDSAT DATA ACQUISITION
- RD&T-SPECTRAL INPUTS TO YIELD MODELS
- RD&T-SPECTRAL INPUTS TO QUANTITATIVE EARLY WARNING AND CROP CONDITION ASSESSMENT
- RD&T INVENTORY AND MONITORING TECHNIQUES FOR LAND USE, CONSERVATION, AND POLLUTION
- RD&T FOR REMOTELY SENSED SOIL MOISTURE MEASURING TECHNIQUES
- DEFINITION OF REQUIREMENTS FOR FUTURE SENSORS INCLUDING IN-SITU SENSORS
- DEFINITION OF MISSION PARAMETERS INCLUDING ORBIT, FREQUENCY & TIMING OF ACQUISITIONS ETC.
- METEOROLOGICAL DATA BASE
- RD&T AND APPLICATIONS OF ENVIRONMENTAL SATELLITE DATA
- RD&T METEOROLOGICAL YIELD MODELS
- RD&T WEATHER/CROP ASSESSMENTS<sup>2</sup>
- RD&T ON USE OF CONVENTIONAL AND SATELLITE-DEFINED MET DATA APPLIED TO RENEWABLE RESOURCES, CONSERVATION, AND POLLUTION
- RD&T ON TECHNIQUES FOR DETERMINING SOIL MOISTURE
- LANDSAT DATA STORAGE, RETRIEVAL, AND DISSEMINATION
- EVALUATE UTILITY OF RD&T RESULTS FOR APPLICATION IN DEVELOPING COUNTRIES

<sup>1</sup> Primary emphasis on assessment of crop conditions (e.g., yield, production) using meteorological data as an input to develop needed information.

<sup>2</sup> Primary emphasis on acquisition and evaluation of meteorological data in terms of its utility for crop condition assessment.

FIGURE 2-1

### 3. JOINT MANAGEMENT STRUCTURE/ORGANIZATION

The program utilizes the matrix management system. There are eight major projects, each having a number of tasks assigned. These projects are: Early Warning/Crop Condition Assessment, Inventory Technology Development, Yield Model Development, Supporting Research, Soil Moisture, Domestic Crops and Land Cover, Renewable Resources Inventory, and Conservation/Pollution. Each of the eight projects has a project manager who reports to the Program Management Team (PMT). The PMT in turn takes its direction and guidance from an Interagency Coordinating Committee (ICC). As viewed in Figure 3-1, the functional relationships are structured into a three-level management system, each having distinct responsibilities. This section of the Plan (Section 3) will address the responsibilities and reporting lines of each of these program management levels. The specific project tasks assigned to an agency are managed by the individual participating agency's line management structure. Section 4 of this document will address each of the agency's line management structures to identify responsibilities, lines of communications and interrelationships to the Program/Project "Level" Management structure.

The Joint Management Structure/Organization is a general framework for program activities. Individual projects may utilize additional coordinating structure to handle their unique features.

#### 3.1 INTERAGENCY POLICY BOARD (IPB), LEVEL 0

The Interagency Policy Board (IPB) is a joint agency group of policy level officials at the Assistant Secretary or equivalent level who are responsible for approving major interagency agreements and establishing basic policies and guidelines for the program. The IPB, with members from USDA, NASA, USDC, and USDI will be chaired by the USDA representative. The program will be reviewed by this group at least semi-annually to:

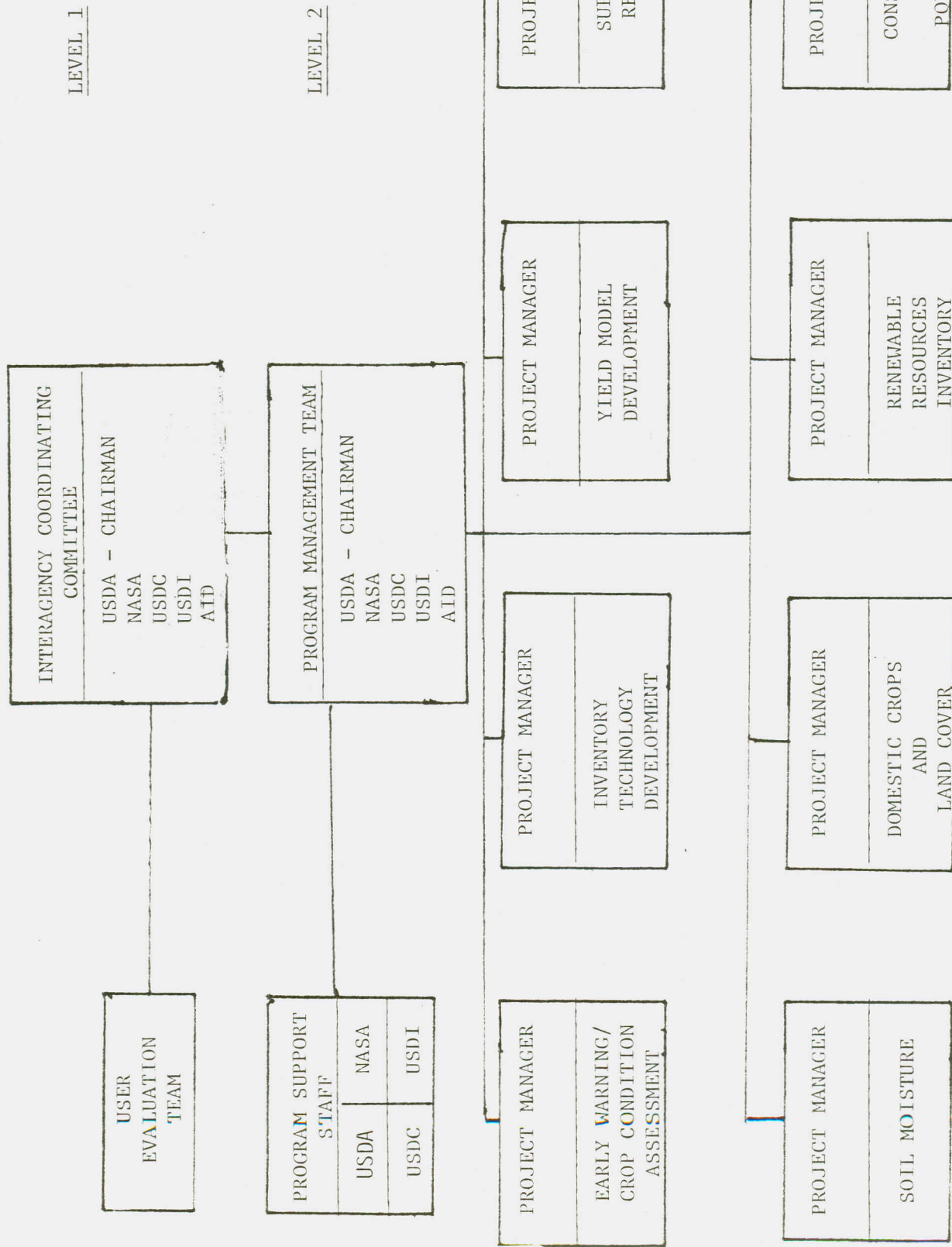
1. Assess progress.
2. Assess need for change of emphasis or direction.
3. Address issues brought forward by the Interagency Coordinating Committee.

#### 3.2 INTERAGENCY COORDINATING COMMITTEE (ICC), LEVEL 1

The Interagency Coordinating Committee with membership from USDA, NASA, USDC, and USDI, is chaired by the USDA and is responsible for:

1. Approving AgRISTARS Program objectives and establishing priorities.
2. Approving the AgRISTARS Program Plan, including schedules and changes thereto.





JOINT AGENCY PROGRAM MANAGEMENT AND FUNCTIONAL RELATIONSHIPS

FIGURE 3-1

3. Assessing progress, identifying problems and developing corrective actions.
4. Coordinating the use of resources assigned to the Program.
5. Approving all press releases concerning the Program.
6. Advising the Interagency Policy Board on progress and problems.

The ICC will convene and review program progress at least semi-annually or as necessary to resolve special problems. The ICC members and their responsibilities are documented in Section 4 of this Plan.

### 3.3 PROGRAM MANAGEMENT TEAM (PMT), LEVEL 2

The PMT (Level 2) is a joint level of management which provides participation, project integration, and needed visibility by all participants and assures full responsiveness to USDA information requirements. Each agency or department will provide a member who will be responsible for or coordinate his agency's program resources and will work with the other PMT members to jointly plan, integrate, and execute the Program. The PMT, with members from the USDA, NASA, USDC, and USDI will be chaired by the USDA representative. It is responsible to the ICC for preparation of the implementation plans by the project managers to carry out the AgRISTARS Program Plan and for recommending changes to the Program Plan to the ICC. The PMT is also responsible for establishing project level guidelines, approving project content, recommending assignments for the different agencies, establishing project funding levels within resources allocated by ICC, approving project schedules and setting milestones. The PMT will jointly approve the project implementation plans and their annual updates.

The PMT will act as the project change control authority for all issues and significant changes that affect specified control milestones, schedules, project goals and objectives, priorities, and project funding levels. Changes which affect only the internal operations of one agency can be made by that agency's PMT member. Such changes will be made after coordinating with other members of the PMT. A project change control mechanism and associated procedures to carry out this responsibility is documented in Appendix A of this document.

A detailed description of responsibilities of the PMT members appears in Section 4 where individual organizational responsibility within the agencies for carrying their assigned program element tasks are addressed.

The PMT will approve all interface control documents to assure coordination between projects.

#### 3.3.1 Program Support Staff (PSS)

The PSS has membership from all participating agencies, and performs staff support to the PMT. It provides a coordination and liaison function to facilitate information flow from one phase of the Program to the next,

between projects and from one agency to the other. It assists the PMT on problems or issues identified by or brought to the PMT for action or resolution. The PSS may also bring to the attention of the PMT problems meriting its attention. It arranges reviews and produces periodic reports for the PMT covering overall program status, problems, and progress in project development, integration, and accomplishments. Specifically in support of the PMT, it performs the following tasks:

1. Program/Project Plans

In support of the ICC, PMT, and project managers, reviews project plans and synthesizes these in a Program Plan. Provides guidelines on the outline and contents of project implementation plans.

2. Change Control Board (CCB) Support

Maintains and operates a change control system for the PMT. Maintains cognizance of project level changes, conducts inquiries and examinations as requested by the CCB, coordinates all actions through the concerned project managers, prepares the change board packages for the CCB members, provides assessments of impacts of the proposed changes, documents, and disseminates results of the CCB reviews.

3. Service to the Project Managers

Provides, as requested, services to the project managers for (1) establishing, conducting, and recording results of their project reviews, (2) formulating project plans and budget inputs and (3) other associated activities. Assists in coordinating between project managers and tasks of related research being conducted at other locations.

4. Data Requirements and Handling

Maintains cognizance of project data requirements and holdings. Documents and maintains a Program Data Directory and a Data Management Plan. On behalf of the PMT, resolves problems between projects and suppliers of data.

5. Resources Planning

Using inputs and estimates from the PMT and project managers, assembles the annual budget recommendation for the PMT. Additionally, with ICC and PMT direction, and coordination with the project managers, prepares a recommended annual resources plan for the total program. Maintains the approved version of the plan throughout the budget year.

6. Reviews and Reporting

Coordinates review agendas, and documents results of program reviews for the ICC and PMT. Prepare and issue changes and directives as required.

### 3.4 PROJECT MANAGER, LEVEL 3

The work to be accomplished is divided into the eight projects shown on Figure 3-1. Each of these projects is headed by a project manager, selected from a participating agency, based principally upon considerations of technical expertise and expected levels of agency involvement. Project managers will have dual responsibilities, i.e., a coordinating responsibility to the PMT in implementing the project and a line responsibility to his agency as defined later in Section 4. The project managers are responsible to the PMT for planning and managing activities within their projects. To ensure that project objectives will be met with allotted resources, these responsibilities also include defining project content, identifying expected products and schedules, assessing status and progress, identifying problems, making change recommendations, planning and defining tasks, and participating with other project managers in the integration of the various projects. Specifically, the project manager is responsible for:

1. Providing direction to his and other participating organizations conducting tasks in his project.
2. Preparing and maintaining a timely project implementation plan for his project.
3. Supporting program planning through the PSS including the coordination and integration of inputs from all participating agencies or project elements.
4. Proposing resource requirements to the PMT through the PSS.
5. Coordinating with other project managers and PSS to ensure appropriate flow of requirements, status information, and results among projects.
6. Assessing the adequacy of work performed as it relates to project needs.
7. Assessing the need for changes in the implementation and project plans, submitting to the PMT through the PSS those changes requiring their approval, and coordinating and implementing the approved changes as necessary.
8. Reporting overall status to the PMT through the PSS and identifying need for management guidelines.

#### 3.4.1 Task Management

The specific tasks in each project implementation plan will be managed and carried out at designated facilities of the participating agencies. The execution of the tasks are the responsibility of the assigned task managers who will report to their respective agency PMT members through established reporting lines. Because tasks are conducted within the various organizations, a more complete discussion on task management is given in Section 4. In this section it is important to draw attention to the dual management

and reporting systems. Task managers, regardless of parent agencies and/or physical locations, must be responsive to the Level 3 project managers and at the same time responsible to their parent organizations. Any conflicts arising because of these dual relationships will be promptly brought to the attention of both his parent agency and the PSS. If these conflicts cannot be resolved at the task or project level, it will be the responsibility of the PMT members from the involved agencies to seek resolution of the issues within and between agencies.

## 4. INDIVIDUAL AGENCY MANAGEMENT STRUCTURE

### 4.1 NASA

The Office of Space Science and Applications (OSSA) is one of the functional offices that reports directly to the Administrator, NASA. Figure 4-1 shows the NASA organization.

The Associate Administrator of OSSA serves as the NASA member to the Inter-agency Policy Board. Within the OSSA there are division directors who report to the Associate Administrator (see Figure 4-2). Each director has responsibility for his programs and accomplishes objectives and goals through assignments of tasks and projects to the various NASA field centers. AgRISTARS is a program assigned to the Earth and Planetary Exploration Division.

The following assignments to the NASA field centers have been made to facilitate carrying out the NASA responsibilities associated with the program.

#### 1. Johnson Space Center (JSC)

Carries out lead center role for all AgRISTARS activities assigned to NASA. The Level 2 manager is located at JSC and represents NASA on the PMT. His specific responsibilities are identified in Section 4.1.2. In addition, JSC will be responsible for Inventory Technology Development and Supporting Research Project management and for selected tasks in the Early Warning/ Crop Condition Assessment, and Domestic Crops and Land Cover Projects.

#### 2. Goddard Space Flight Center (GSFC)

Responsible for operation of the Landsat and data acquisition, and for selected tasks in the Supporting Research, Soil Moisture, Renewable Resources, and Conservation Projects.

#### 3. Ames Research Center (ARC)

Responsible for selected tasks in the Supporting Research and Domestic Crops/Land Cover Projects.

#### 4. National Space Technology Laboratory (NSTL)

Responsible for selected tasks in the Domestic Crops and Land Cover and Conservation Projects.

The NASA management structure established for this Program is shown in Figure 4-3. The lines of authority from Level 1 to Level 2 to the participating centers where projects and tasks are carried out represent a programmatic relationship and not an administrative or technical supervision relationship.

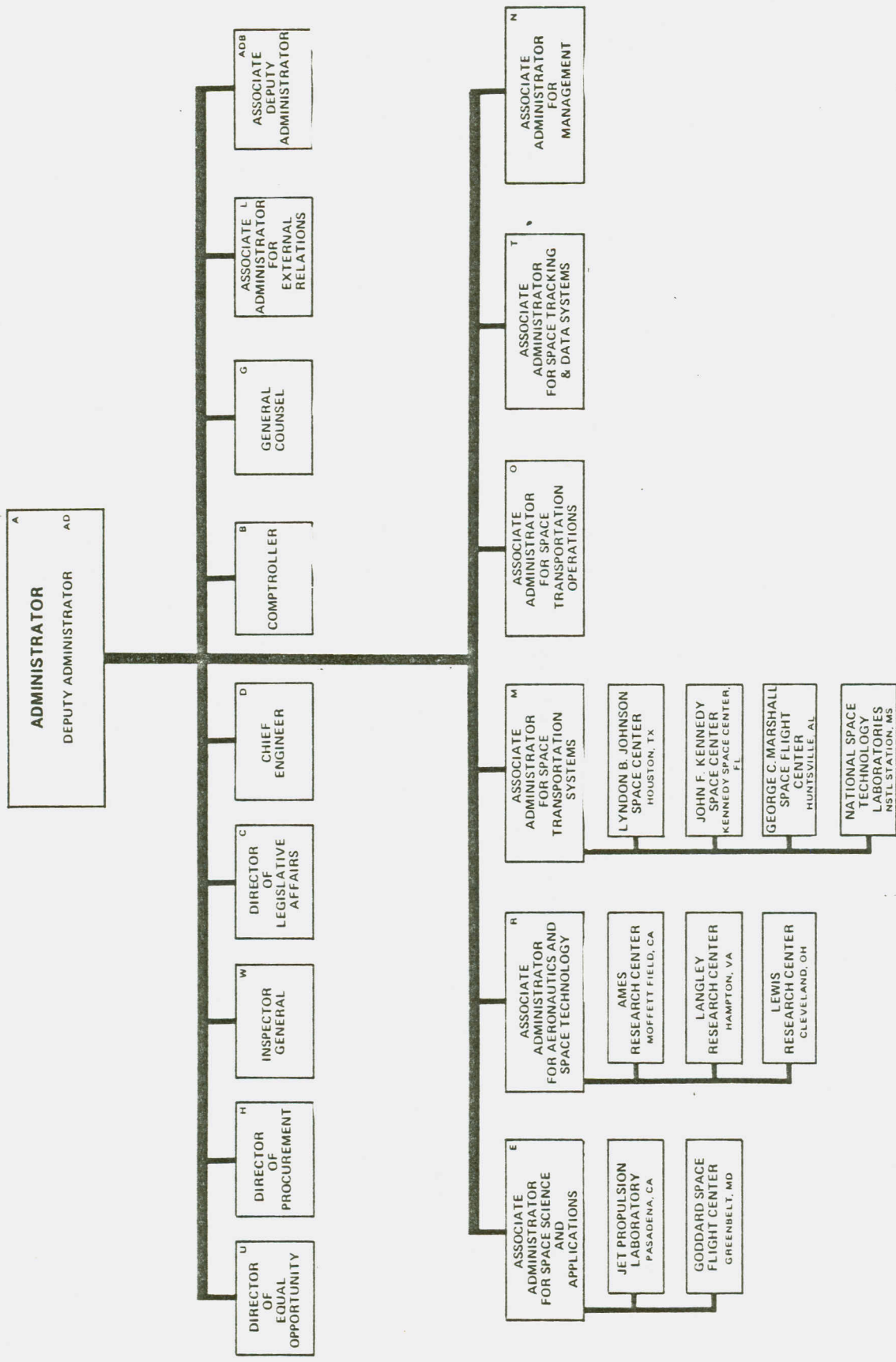
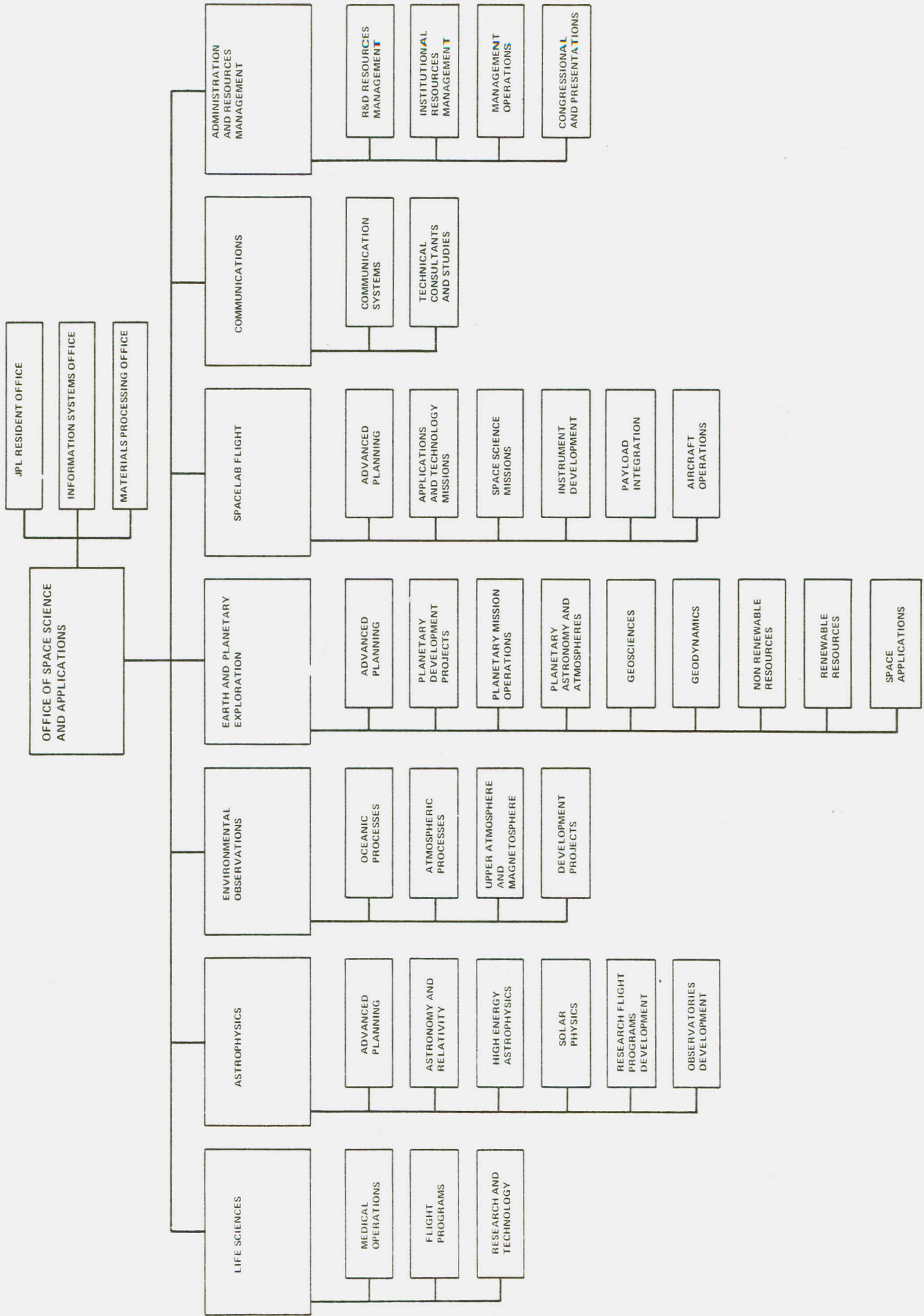


FIGURE 4-1  
NASA ORGANIZATION



NASA/OSSA ORGANIZATION

FIGURE 4-2



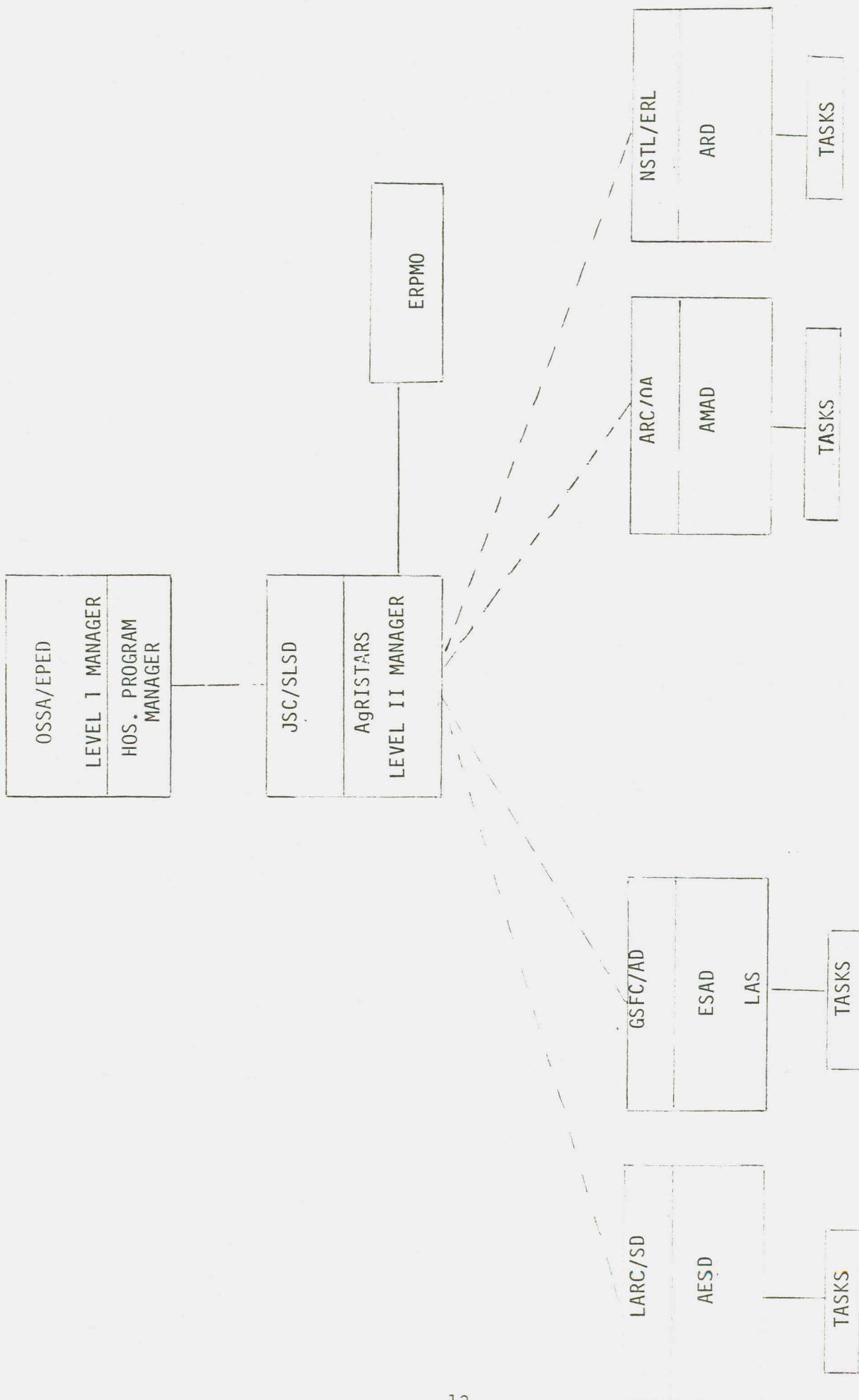


Figure 4-3. NASA Program Management Structure AgRISTARS

Specific relationships and responsibilities of the Level 1 manager, the Level 2 manager, the Program Support Office, project and task managers (regardless of center affiliation) are addressed in the following sections.

#### 4.1.1 Level 1 Manager

The NASA Level 1 Manager, Figure 4-3, is located in the Earth and Planetary Exploration Division of OSSA, and is the NASA member of the Interagency Coordinating Committee (ICC). He provides program leadership and direction to the NASA Level 2 Program Manager and is the NASA representative to government and nongovernment organizations who are or desire to be involved in the program. With respect to this program, he is responsible for the following:

1. Interprets and implements through the NASA structure, all policies and decisions passed to him by the Interagency Policy Board.
2. Jointly with other ICC members establishes program policy and priorities.
3. Exercises program resource allocation authority (POP guidelines).
4. Jointly with other ICC members approves the Program Plan, its appendices, and all changes and updates thereto.
5. Jointly with other ICC members exercises change control authority for changes in the Program Plan affecting policy, priorities, program scope, funding, and critical milestones. If just the NASA portion of the program is involved, the Level 1 manager will make the decision.
6. Prepares all testimony and justifications required by NASA for the OMB, Congress, or the President.
7. Jointly with other ICC members is responsible for assessing the adequacy of the planning of the program against objectives.
8. Defines NASA center roles and missions, including approval of center program assignments and funding levels.

#### 4.1.2 Level 2 Manager

The NASA Level 2 Manager, Figure 4-3, is located at the Johnson Space Center in the Space and Life Sciences Directorate. He is the NASA member of the PMT. He has authority over the JSC elements which are responsible for carrying out those program activities assigned to JSC. In addition, he provides project leadership and guidance to the other NASA centers for all project activities assigned to them and maintains project overview and authority over work at the other centers. He is responsible for assigned goals and objectives, satisfies requirements and accomplishes tasks by working through the line organization management at each of the NASA centers. NASA centers will maintain technical control and responsibility for properly and successfully carrying out those tasks assigned to them. NASA center management interfaces to the Level 2 manager are also shown in

Figure 4-3. NASA's project managers and task managers conduct work for and under the direction of division chiefs who are responsible to their directors for the successful management and completion of tasks assigned to them.

Specific responsibilities of the NASA Level 2 manager for those activities assigned to NASA, and his responsibilities on NASA's behalf to the Level 2 PMT are as follows:

1. Prepares and implements the project and implementation plans, their changes and updates.
2. Establishes priorities at the project level.
3. Defines and recommends to Level 1 the funding level for projects and tasks.
4. Establishes NASA center project and task assignments and submits to Level 1 for approval.
5. Jointly with other PMT members exercises change control authority for all project changes affecting milestones and schedules, project priority and funding levels and for assigned goals and objectives. If a change involves just the NASA portion of the project, the Level 2 manager will make the decision.
6. Interfaces directly with other NASA center management for coordination of the project, task assignments, and required support.
7. Holds formal and informal reviews of all work at participating centers. Of interest will be progress/results, problems, compatibility with program goals and objectives.
8. Documents periodic program reports to Level 1 manager; coordinates and conducts detailed reviews by project and task managers for Level 1 where and when required.
9. Prepares the JSC semi-annual POP response and recommends the Headquarters total program funding requirements; coordinates the total budget with the PMT. Each NASA center will also submit its POP recommendations to NASA Headquarters.

#### 4.1.2.1 Earth Resources Program Management Office (ERPMO)

NASA has established and will maintain an ERPMO. This office has two functions. First, it fulfills the NASA support responsibility to the PMT Program Support Staff (see Section 3.3.5). The second function of the ERPMO is to provide support to the NASA Level 2 manager in carrying out each of his responsibilities. In support of the NASA Level 2 manager, the ERPMO performs the following tasks:

1. Staff to JSC Level 2 Manager

Provides support to the JSC Level 2 manager in the areas of program planning, priorities, funding levels, center task assignments, change control, interfaces with other centers, reviews, reporting to Level 1, and budget preparation.

2. Resources Planning and Control

With Level 1 and 2 direction, and coordination with the project managers, prepares an annual resources plan for the NASA program to be included in the overall Program Resources Plan. Maintains the approved version of the plan throughout the budget year. Disburses and controls JSC funds allocated by NASA Headquarters. Recommends level of funding for tasks and other NASA centers and maintains a status of those funds.

3. Allowance for Program Adjustments (APA) and Change Support

Provides status of the APA funds and assists in the evaluation of resources required by proposed changes. Additionally, recommends specific changes in approved budget allocations within the NASA budget. Documents and reports to Level 1 all changes and actions resulting from Level 2 change authority action.

4. Reviews and Reporting

Coordinates reviews of the NASA projects for the Levels 1 and 2 managers. Coordinates with the project and task managers at NASA centers and prepares and issues the review agendas, supports the conduct of reviews and the documentation of the results.

5. Data Systems Requirements

Coordinates and/or conducts special studies involving data needs, systems definitions or systems acquisition in support of NASA Headquarters, other NASA centers, or the AgRISTARS Program in respect to the JSC or NASA inputs to such efforts.

4.1.3 Level 3 Managers (Project Managers and Task Managers)

The detailed implementation plan will, for each project, identify specific tasks which will be assigned to the line organizations of the involved agencies. Those tasks and activities which are assigned to NASA will be further reassigned to NASA centers for management. Figure 4-4 shows NASA center participation. NASA will assign Level 3 project managers to those projects assigned to NASA and a task manager for each task of any project which will be carried out by a NASA center. In either case both a project manager and/or the task manager will report to and take technical direction from his line management who has responsibility for tasks or projects under his direct control.

<u>PROJECT</u>	<u>CENTER INVOLVEMENT</u>						
	<u>JSC</u>	<u>GSFC</u>	<u>ARC</u>	<u>LARC</u>	<u>NSTL</u>	<u>JPL</u>	
EW/CCA	X						
ITD	X						
SUPPORTING RESEARCH	X	X	X				
YIELD							
SOIL MOISTURE	X	X				X	
DOMESTIC CROPS/LAND COVER	X		X		X		
CONSERVATION		X			X		

X = PLANNED PARTICIPATION - 1980 TO 1985

Figure 4-4. AgRISTARS NASA Center Participation

The task manager's responsibilities are task planning and task management. He will supply technical leadership and be responsible for the conduct of his task.

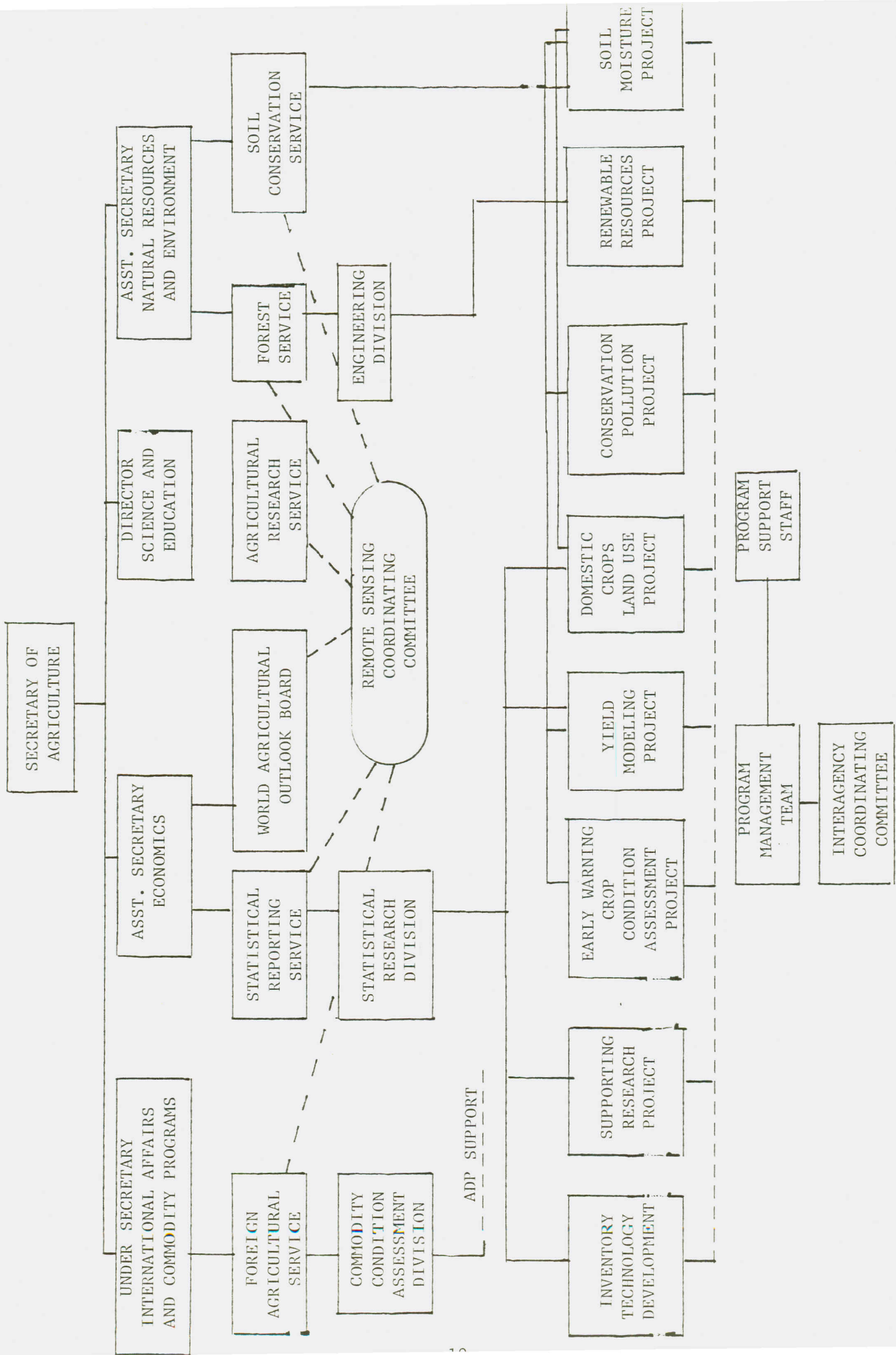
The task manager is responsive to the project manager who has project overview and he is responsible to the Level 2 NASA manager through his line management. There are cases within NASA where the task manager works under a project manager in an "in-line" relationship in which case he is directly responsible to him. There are other situations in which a NASA task manager at one center will be working under a project manager at a second center, or a project manager from another agency. In these latter cases, the task manager is responsive to the project manager and responsible through his line supervisors to the NASA Level 2 manager. Specific responsibilities of the NASA task manager are:

1. Supports the Level 3 project manager in planning the technical tasks to be carried out and participates in all updating of the overall plan as requested.
2. Develops the technical approach, schedules, and procedures to be used, assures technical validity and insures complete coordination with other task managers and project managers, and makes certain the compatibility of his task products with other projects which may utilize the procedures or techniques, and/or products at a later date.
3. Prepares reports on a periodic basis (see Section 5) and as requested by management.
4. Supports Level 3 project manager and Level 2 manager as requested.

#### 4.2 USDA

The USDA organization for AgRISTARS has no single organizational line unit responsible for all of this program. Ultimate responsibility for the component projects structured under the AgRISTARS Program is vested in the participating USDA line agencies, with a coordinating and integrating function assigned to the ad hoc Level 1 ICC and the Level 2 PMT. The relationship of the USDA line organization and the ad hoc ICC-PMT coordination and management structure to the various research projects under the auspices of AgRISTARS is shown in Figure 4-5.

The existing administrative and management relationships from the Secretary, through the Assistant Secretaries to the involved agencies and their subordinate divisions are shown at the top of Figure 4-5. The solid lines from the subordinate divisions or agencies to individual projects represent the extension of the management function of USDA line units to administrative matters regarding USDA personnel assigned to the project teams. Superimposed over this administrative structure is the program management and functional relationships shown in Figure 3-1. This same arrangement is shown in an inverted manner at the bottom of Figure 4-5.



USDA PROGRAM/LINE ORGANIZATION RELATIONSHIP

Project managers, whether USDA or not, administer and provide technical direction for assigned research in accordance with an agreed-upon project implementation plan which reflects the USDA requirements and priorities addressed in the overall AgRISTARS Technical Program Plan prepared under the direction of the PMT and approved by the ICC. The lines of authority from the ICC to the PMT to the project managers represent a programmatic coordination and integration function and should not be interpreted to replace or diminish any authority or responsibility normally inherent through the USDA line organization.

Specific relationships and responsibilities of the USDA members of the ICC and the PMT and USDA project managers are addressed in the following sections.

#### 4.2.1 USDA Interagency Coordinating Committee Member

The USDA member and Chairman of the ICC is the Administrator of the Statistical Reporting Service (SRS). He provides program leadership and direction to the USDA member of the PMT. Within and on behalf of USDA, with respect to the program, he is responsible for the following:

1. Serves as chairman of the ICC.
2. Interpret and coordinate through the USDA structure, all policies and decisions referred to him by the Interagency Policy Board.
3. Jointly with other ICC members establishes AgRISTARS Program policies and priorities.
4. Jointly with other ICC members approves the AgRISTARS Program Plan, its appendices, and all changes and updates thereto.
5. Jointly with other ICC members exercises change control authority for changes in the AgRISTARS Program Plan affecting policy, priorities, and program scope. Coordinates through internal USDA lines of authority resource requirements affected by these changes.
6. Within USDA leads in the preparation of all testimony and justifications required by the department, OMB, or Congress.
7. Jointly with other members of the ICC is responsible for assessing the adequacy of the program progress against plan objectives.

#### 4.2.2 USDA Program Management Team Members

The USDA member of the PMT is located in Washington, D.C., and is the Director of the Statistical Research Division, SRS. He has direct line authority over SRS staff involved in AgRISTARS. Working with and through



the existing USDA line organization, he fills an integrating role in relation to other USDA agencies with assigned responsibilities under this program. He works closely with the USDA Remote Sensing Coordinator and the Remote Sensing Coordinating Committee to assure program adherence to USDA requirements and to coordinate USDA resources devoted to the program.

Specific responsibilities include the following:

1. Serves as Chairman of the PMT.
2. Jointly with other PMT members prepares and implements the program plan, including changes and updates.
3. Jointly with other PMT members establishes project priorities.
4. Jointly with other PMT members exercises change control authority for project changes affecting priorities, goals, and objectives. For changes requiring USDA resource shifts, works through existing line organization to seek approval for these shifts.
5. Interfaces directly with other USDA agencies and through the USDA Coordinating Committee for coordination and required support.
6. As jointly agreed with other USDA line organizations, holds formal and informal reviews of work and activities connected with AgRISTARS.
7. Jointly with other PMT members documents periodic program reports to ICC and to the USDA Remote Sensing Coordinating Committee; coordinates and conducts project reviews for ICC where and when required.

#### 4.2.3 Project Managers

Preparation of the detailed project implementation plan for each project is the responsibility of the project managers and will identify specific research tasks. Those tasks and research activities assigned to USDA will be carried out by existing line organizations or by the joint project team in areas where the team has the appropriate capability and resources. USDA will assign project managers to those projects identified by the ICC-PMT for USDA leadership. Responsibilities below the project levels will be assigned by the project leader working with the USDA-PMT member and the USDA RSCC or directly with the involved USDA line organization. Internal USDA coordination shall be in accordance with provisions of the Secretary's Memorandum 1951.

#### 4.3 USDC

The National Oceanic and Atmospheric Administration (NOAA), a primary agency in the Department of Commerce has been assigned the USDC responsibility for the AgRISTARS Program. The NOAA role in the program is to provide surface based and satellite environmental data and products; to perform research development, and tests on yield models, and weather/crop assessments; and to develop applications of environmental satellite imagery

and data products. NOAA provides the project manager for the Yield Model Development Program, which involves coordinating with yield model development in the other agencies and directing the activity in NOAA.

#### 4.3.1 USDC Interagency Policy Board Member (Level 0)

The Associate Administrator of NOAA serves as the NOAA member to the Interagency Policy Board. NOAA has five major line components (MLC's), each headed by an assistant administrator, see Figure 4-6. Within NOAA, AgRISTARS has been assigned to the Assistant Administrator for National Environmental Satellite, Data and Information Service (NESDIS).

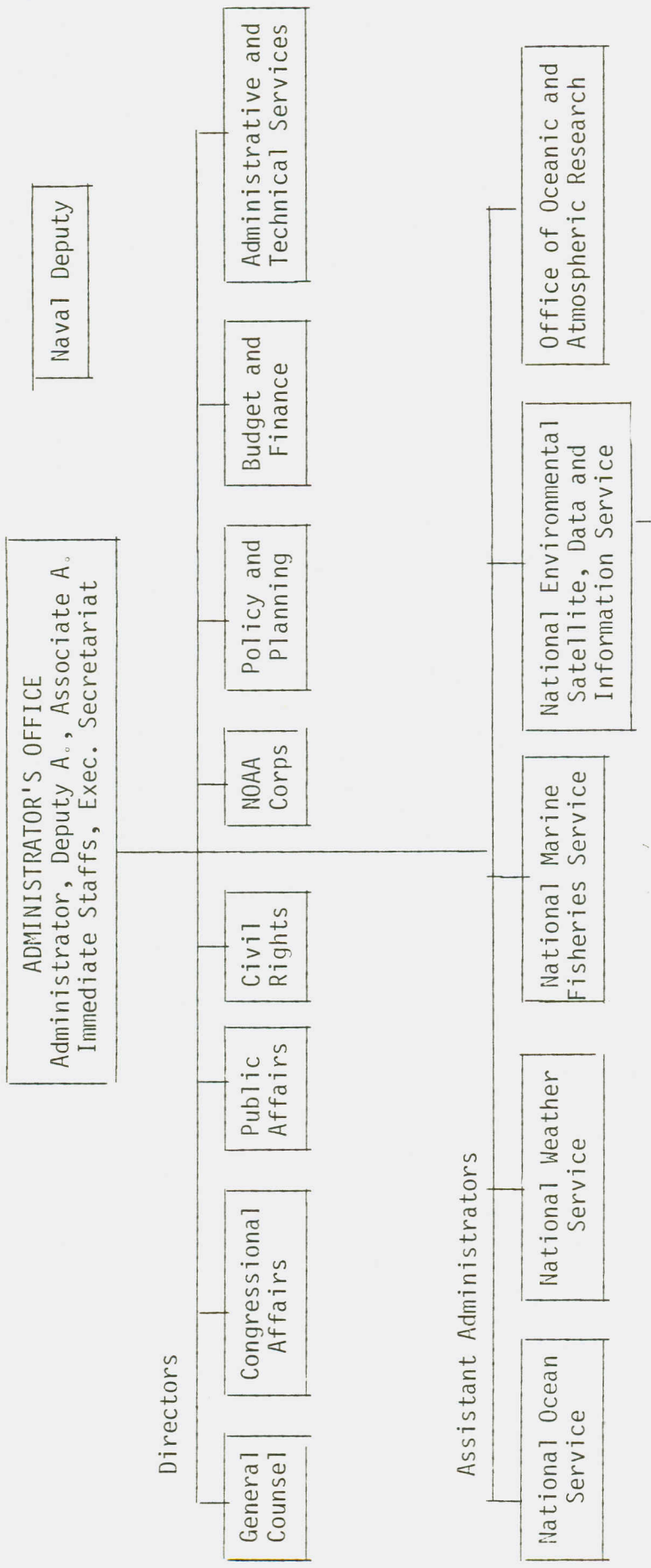
#### 4.3.2 USDC Interagency Coordinating Committee (Level 1)

The USDC member of the ICC is located in Washington, DC, and represents the Assistant Administrator, National Environmental Satellite, Data and Information Services (Figure 4-6). On the behalf of USDC, he is responsible for the following:

1. Interprets and implements through the NOAA structure, all policies and decisions referred to him by the Interagency Policy Board.
2. Jointly, with other ICC members, establishes AgRISTARS program policies and priorities.
3. Jointly, with other ICC members, approves the AgRISTARS Program Plan, its appendices, and all changes and updates thereto.
4. Jointly, with other ICC members, exercises change control authority for changes in the AgRISTARS Program Plan affecting policy, priorities, and program scope. Coordinates through internal USDC lines of authority, resource requirements affected by these changes.
5. Within USDC, leads in the preparation of all testimony and justifications required by the Department, OMB, or Congress.
6. Jointly, with other members of the ICC, is responsible for assessing the adequacy of the program progress against plan objectives.

#### 4.3.3 USDC Program Management Team Members (Level 2)

A representative from the National Environmental Satellite, Data and Information Service (NESDIS) (Figure 4-6) has been assigned as the NOAA Program Management Team member. He will participate in all PMT meetings to assist in the management of the projects to meet the objectives within the schedules and funding constraints. The NOAA Level 2 manager will also chair a NOAA Coordinating Committee to assure that he represents the views of all NOAA participating elements at PMT meetings. The following NOAA organizations will have membership on this committee: NWS, NESS, EDIS, Policy and Planning, and Service Operations staff offices in the National Environmental Satellite, Data and Information Service.



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FIGURE 4-6

#### 4.3.4 Yield Model Project Manager (Level 3)

NOAA, through EDIS, manages the USDC portion of the Yield Model Development (YMD) Project (Figure 3-1) and coordinates with the USDA/NASA portions of the Yield Model Development Project. He is responsible for the preparation of the detailed project implementation plan and will identify specific research tasks.

#### 4.4 USDI

The primary role of the Department of the Interior in the program is to disseminate preprocessed Landsat and certain aircraft data to support agreed-upon requirements of timelines, format, and quality necessary to support the research, development, and test activities. In addition, the department will evaluate the utility and applicability of research and development products from the program to USDI missions. The following sections discuss the management structure necessary to carry out these roles.

##### 4.4.1 Interagency Policy Board

USDI representation on the Interagency Policy Board has been delegated by the Secretary of Interior to the Assistant Secretary for Energy and Minerals. Assistant Secretary for Energy and Minerals will participate in semiannual reviews of the joint program, address issues brought forward by the ICC, and provide overall policy guidance to the program as appropriate.

##### 4.4.2 Level 1 Manager

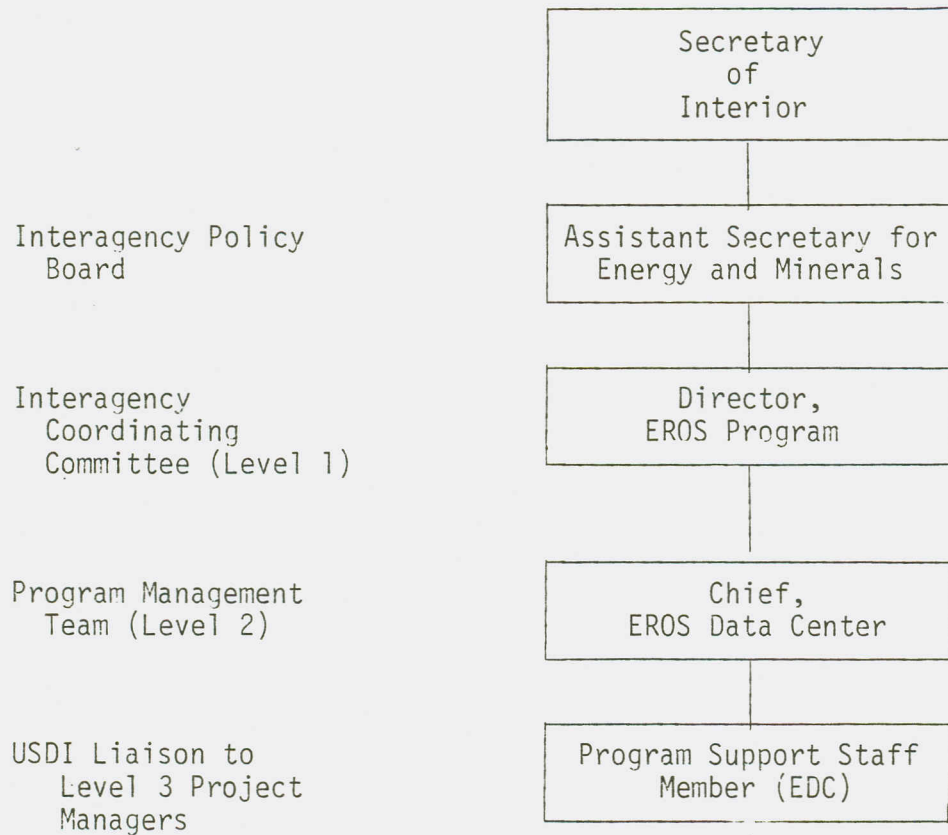
USDI representation on the ICC has been delegated to the Director, Earth Resources Observation Systems (EROS) Program. The EROS Director will participate in Level 1 meetings to: approve program objectives and priorities, and the Program Plan, its schedules and changes; and assess progress, identify problems, and develop corrective actions.

##### 4.4.3 Level 2 Manager

USDI representation on the PMT has been delegated to the Chief, EROS Data Center (EDC). The Data Center Chief will participate in meetings to assist in the preparation of the project plans and the management of the projects to meet the objectives within the schedules and funding constraints.

##### 4.4.4 Level 3 Manager/Lisison to PSS and Science Teams

The USDI will name a senior individual at the EDC to coordinate the dissemination of the preprocessed Landsat and aircraft data required by the projects. He will be in close contact with individuals on the Program Support Staff responsible for coordinating program data requirements and will be the principal USDI interface for data matters.



USDI Management Structure

FIGURE 4-7

## 5. REVIEW AND REPORTING

In order to maintain the necessary visibility into the program at all levels of management, a review and reporting plan has been established. The reviews and subsequent reports are designed to coincide with and support major program planning and budgetary events. Figure 5-1 shows three years of activity so that program budgeting and other key events can be seen in relation to each other.

There are two major types of reviews, a progress review which will be held periodically to obtain nonprogram expert advice on the research program. The other type of review(s) are internal in nature and are conducted by all levels of program management. Each type of review will be discussed separately.

### 5.1 PROGRAM REVIEW

It is anticipated that from time to time, the tasks, technical approaches and technical problems encountered would be presented to a small group of academic, industry, and other federal users. The purpose would be to give the program results the widest possible exposure and to invite comments and recommendations from experts not associated with the program. Recommendations would be documented and submitted to the ICC and PMT. The recommendations will be reviewed and any decision to incorporate changes will be made and, if directed, included in the program and implementation plans update for the following year.

### 5.2 INTERNAL PROGRAM REVIEWS

There will be internal reviews held by the appropriate levels of management (Task, Levels 1, 2, and 3). Informal reviews for resolution of specific problems can be called anytime by any level of management concerning work being conducted below that level.

#### 5.2.1 Task Manager Reviews

Each task manager will conduct periodic reviews as appropriate.

#### 5.2.2 Level 3, Project Manager Reviews

Each manager/agency will conduct periodic project reviews as appropriate, however, major reviews of all project tasks should be done semiannually.

#### 5.2.3 Program Management Team (PMT) Reviews/Meetings

The PMT will meet every month to discuss project issues. Venue will be rotated among the various participants and reviews of each project will be held.

NASA PROGRAM EVENTS	AGRIESTARS PROGRAM																							
	FY1982				FY1983				FY1984															
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S
1982																								
PRELIMINARY PROGRAM CALL, RESPONSE TO HQS.																								
PRELIMINARY PROGRAM TO CBO PROGRAM TO OMB																								
CONGRESSIONAL HEARINGS																								
1983																								
PRELIMINARY PROGRAM CALL, RESPONSE TO HQS.																								
PRELIMINARY PROGRAM TO CBO PROGRAM TO OMB																								
CONGRESSIONAL HEARINGS																								
1984																								
PRELIMINARY PROGRAM CALL, RESPONSE TO HQS.																								
PRELIMINARY PROGRAM TO CBO PROGRAM TO OMB																								
CONGRESSIONAL HEARINGS																								

#### 5.2.4 Level 1, Interagency Coordinating Committee Reviews/Meetings

ICC will meet as needed. Two of these meetings will be the major semiannual program reviews. The ICC will schedule and make program presentations to the Interagency Policy Board as required.