

CHARTER

Naval Facilities Engineering Command Electronic Design Deliverable Working Group

May 2000



PURPOSE AND SCOPE

NAVFAC's Chief Engineer charters the Electronic Design Deliverable Working Group to function in a proactive manner to accomplish the following in concert with industry best practices:

- Recommend standards for electronic deliverables related to the facilities life-cycle design process
- Identify and resolve technical issues
- Identify, develop and maintain education and training materials

RESPONSIBILITIES AND ACTIONS

The Working Group shall be responsible for:

- Coordinating and integrating policies and procedures pertaining to GIS, electronic solicitation, electronic document interchange and knowledge management initiatives
- Enabling efficient implementation of NAVFAC (Interim) Policy Guidance for CADD, GIS and Related Technologies within NAVFAC and the A/E community
- Enabling efficient implementation of Electronic Bid Solicitation procedures defined in NAVFAC Instruction 4250.1 (series) and related NAVFAC Electronic Solicitation Standard Business Practices documents within NAVFAC and the A/E community
- Serving as technical NAVFAC voice to CADD-related industry groups and the **CADD/GIS Technology Center for Facilities, Infrastructure and Environment**
- Identifying support requirements for resources
- Coordinating decisions impacting operations and business practices with CIO and Acquisition

OPERATIONAL RELATIONSHIPS

The Working Group will report to the Chief Engineer and will interface with Functional Managers and other parts of the NAVFAC organization as necessary.

MEMBERSHIP

Working Group members, attachment 1, represent design process expertise from the Engineering Field Divisions and Engineering Field Activities, the Engineering Service Center, and appropriate regional Areas of Responsibility. A Chair will be appointed from within the Working Group. The Working Group will request subordinate team members directly from other organizations as needed, based on required expertise. Headquarters NAVFAC will provide a Business/Technical Advisor and Industry/Academia advisor.

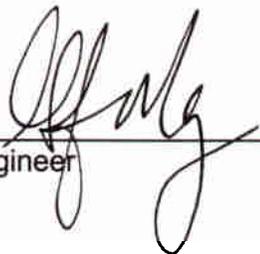
RESOURCES

Resources (i.e., salary, travel, etc.) for Working Group members are the responsibility of the members' organizations. The offices of the Chief Engineer and the Chief Information Officer will address other funding issues.

MEETINGS

The Working Group will meet quarterly for a Program Review. The first official meeting shall be held no later than 31 July 2000.

CHARTER APPROVAL



Chief Engineer

5/18/2000
Date