National Aeronautics and Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812

July 29, 2011

Reply to Attn of: IS01

TO: DA01/Director
THRU: IS20/MSFC Management Directives Manager

FROM: IS01/Office of the Chief Information Officer

SUBJECT: Request for Deviation

Deviation Number: MWI 1410.1-DEV01

In accordance with MPR 1410.2, IS01 requests approval for deviation from MWI 1410.1, 6.2.1.3 and 6.2.1.5.

1. Define the proposed departure from the requirement(s):

MWI 1410.1, Processing Marshall Management Directives, currently does not include a process for annotating administrative changes on a Document Cover Page (MWI 1410.1, 6.2.1.3) or in the Document History Log (MWI 1410.1, 6.2.1.5). The request is to allow annotation of Change on a directive's Cover Page and the addition of Change status to the Document History Log.

2. Justification for the deviation (include references to any applicable nonconformance, discrepancy, or deficiency report(s)):

During the 2011 Environmental Management System, and Safety and Health Program internal audit, an observed concern was noted on control of Center Directives. Administrative changes are currently documented and dated in the Document History Log, but not annotated on the directive's Cover Page. The addition of a Change status in the Document History Log and annotation on the directive's Cover Page will alert users that a change has been made.

3. Applicability, impacts, and conditions (if any) of deviation:

The requested deviation will apply until the next revision of MWI 1410.1.

4. Alternate plans to meet any ISO 9001 or AS9100 requirement:

None needed.

Approved by:

Robert M. Lightfoot
Director