DEPARTMENT OF THE NAVY
NAVAL SEA SYSTEMS COMMAND
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IN REPLY TO

4160
Ser 04L/002
17 Feb 2010

From: Commander, Naval Sea Systems Command

Subj: USE OF S1000D SPECIFICATION FOR TECHNICAL MANUAL DEVELOPMENT AND MANAGEMENT

Ref: (a) NAVSEAINST 4160.3A. Technical Manual Management Program
(b) International Specification for Technical Publications Utilizing a Common source Database, S1000D

1. Purpose. To clarify policy, responsibilities and required actions regarding the use of International Specification S1000D within the NAVSEA Technical Manual Management Program (TMMP).

2. Cancellation. None.

3. Background.

a. The requirements of reference (a) are incorporated and re-enforced by this letter.

b. Reference (b) is an internationally maintained specification for the development and management of technical publications that is being adopted by some Department of Defense (DoD) and NAVSEA activities and technical manual developers.

c. United States defense contractors and military activities interested in S1000D participate in the United States S1000D Management Group (USSMG) to represent U.S. military interests in the management of the international specification. An S1000D Sea Working Group, chaired by Naval Surface Warfare Center (NSWC) Carderock Division, advocates and coordinates the needs and interests of NAVSEA and the U.S. maritime community in the S1000D specification development and implementation.

d. Technical manual management activities of the Navy, Marine Corps, and Army have worked together to assure uniform implementation of S1000D by adoption of common DoD Level S1000D Business Rules.

e. The chief of Naval Operations (N40) has developed the following products to assure uniform implementation of S1000D by the Department of Navy (DON):

(1) DON Level S1000D Business Rules

(2) DON S1000D Quality Assurance Guidance

(3) DON Change Proposal (CPF) Approval Process & Form

(4) DON Information Codes

(5) DON S1000D Acquisition Training Modules

f. NAVSEA has developed the following products to assist NAVSEA S1000D implementers:

(1) NAVSEA S1000D Business Rules

(2) S1000D Information Sets for all types of NAVSEA TMs

(3) Registered Model Identifiers for USN specific hulls and vessels

g. DoD, DON, and NAVSEA products developed to assist in S1000D Implementation may be reviewed and obtained from the NSWC Carderock Division website, http://navycals.dt.navy.mil/s1000d.

4. Scope. This letter applies to all uses of the S1000D specification for the development and life cycle management of technical manuals. It augments, but does not supersede or replace, the requirements of the Technical Manual Management Program specified in reference (a). This letter:

a. Applies to all uses of S1000D for technical publications or technical data that furnish information on the description, installation, operation, test, maintenance, repair, and overhaul of a ship, system, equipment, or component.

b. Excludes technical manuals and publications under the technical cognizance of the Deputy Commander for Nuclear Propulsion (NAVSEA 08) and Navy Special Weapons Ordinance Publications (SWOPS).

5. Policy.

a. NAVSEA activities and programs may use Specification S1000D for the acquisition and development of technical publications provided that they:

(1) Have the necessary expertise for effective implementation

(2) Assume any added risk or cost from using S1000D

(3) Coordinate their activity and development with NAVSEA 04L and the S1000D Sea Working Group

(4) Follow the requirements of reference (a)

(5) Receive approval of their Technical Manual Contract Requirement (TMCR) or Technical Manual SEATASK Requirement (TMSR) from NAVSEA from NAVSEA 04L

b. NAVSEA activities and programs implementing S1000D for technical publications must:

(1) Adopt and apply DON, NAVSEA, and, if appropriate, community of interest and program S1000D Business Rules

(2) Develop and specify necessary project business rules

(3) Assure that NAVSEA technical manual content requirements, as described in MIL-DTL-24784C, are satisfied by the S1000D approach

(4) Employ the appropriate NAVSEA information codes and information sets developed for NAVSEA technical manual types

c. NAVSEA activities developing and managing S1000D content must use the Standard NAVSEA Integrated Publishing Process (SNIPP).

d. NAVSEA activities and programs desiring changes to the specification or changes to the DoD, DON, or NAVSEA business rules shall coordinate these change proposals with the S1000D Sea Working Group.

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