

JSC Technology Working Group Charter

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Revision: Version 1- DRAFT

Presented by
JSC Center Chief Technologist



National Aeronautics and Space Administration
Houston, TX 77058

JSC Technology Working Group Charter

Effective Date: 8/24/12
Expiration Date: 8/24/17

Responsible Office: JSC Center Chief Technologist

1. PURPOSE

This charter is to define the Johnson Space Center Technology Working Group (JTWG) functions and operation, and designates its membership.

2. APPLICABILITY

This Charter governs activities of the JTWG which has the responsibility to promote innovation and support research and technology development commitments taken by JSC. Governance of the activities covered by this Charter shall remain consistent with NPD 1000.0A, *Governance and Strategic Management Handbook*.

3. AUTHORITY

The JTWG is implemented under the authority of the JSC Deputy Center Director in accordance with the NASA Strategic Plan and the NASA Research and Development Governance Memo. The JTWG is an extension of the NASA Center Technology Council (CTC) where JSC's perspective is represented by JSC's Chief Technologist.

4. APPLICABLE DOCUMENTS

- NASA Strategic Plan
- NASA Research and Development Governance Memo
- JSC Strategic Implementation Plan
- JSC Technology Strategy (DRAFT)

5. FUNCTIONS

The JTWG is a center-level advisory body that supports Center leadership in ensuring successful integration and coordination of Center research and technology development efforts and innovation initiatives. It consists of representatives from each of JSC's line organizations that engage in research and technology development. In general terms, the JTWG integrates and coordinates in the following areas –

- Identify and nurture technical capabilities that help the Center meet its Agency objectives
- Select and fund technologies consistent with NASA strategic research and technology goals
- Encourage collaborations that maximize synergies and leverage available resources
- Facilitate effective communication between Center research and technology stakeholders
- Promote a Center research and technology culture capable of achieving NASA strategic research and technology goals

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- Strike a responsible balance between Agency and public dual use technology needs
- Integrate Center energies expended in the advancement of key technologies in a consistent manner
- Assure the timely transition of viable technologies from concept to infusion via a technology pipeline
- Scope the Center effort needed to realize NASA strategic research and technology goals and key state of the art research and technology advances
- Guide the maintenance of a research and technology workforce prepared for tomorrow's challenges

The JTWG will work with Center organizations as needed, to effectively carry out the functions set forth in this Charter.

6. MEMBERSHIP STRUCTURE

The JTWG shall include the following members:

- Center Chief Technologist/AB – Chair
- External Relations Office/AD
- Strategic Opportunities and Partnership Development Office/AO
- Mission Operations Directorate/DA
- Engineering Directorate/EA
- Astromaterials Research and Exploration Science Directorate/KA
- Safety & Mission Assurance/NA
- International Space Station/OA
- White Sands Test Facility/RA
- Space Life Sciences Directorate/SA
- Human Exploration Development Support Office/YA

Other attendees may include alternates, other stakeholders, and meeting support personnel, as appropriate.

7. MEETINGS

The JTWG shall conduct regular meetings, as directed by the Chairperson.

8. DURATION

The JTWG shall remain in effect until the expiration date or termination by the JSC Deputy Center Director.

9. RECORDS

The JTWG Recorder shall maintain the following meeting records:

- Announcements
- Action items

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- Agendas
- Minutes and Attendee Lists
- Presentations and handout packages
- Documentation ISO audit reports

9. CANCELLATION/RECISION

JSC Technology Integrated Product Team (TIPT) Charter.

Prepared by:

 John Saiz
 JSC Chief Technologist/AB

Approved by:

 Ellen Ochoa
 JSC Deputy Director/AB

Concurrences

ORG	JSC Associate Director (Technical)	External Relations Office	Strategic Opportunities & Partnership Development Office
CONCURRENCE SIGNATURE			
DATE			

ORG	Missions Operations Directorate	Engineering Directorate	Astromaterials Research and Exploration Science Directorate
CONCURRENCE SIGNATURE			
DATE			

ORG	Safety & Mission Assurance	International Space Station	White Sands Test Facility
CONCURRENCE SIGNATURE			
DATE			

ORG	Space Life Science Directorate	Human Exploation Development Support Office	
CONCURRENCE SIGNATURE			
DATE			

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