Department of Commerce • National Oceanic & Atmospheric Administration • National Weather Service

NATIONAL WEATHER SERVICE INSTRUCTION 80-202
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Science and Technology
System Commissioning and Decommissioning, NWSPD 80-2

SYSTEM DECOMMISSIONING PROCESS

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-signed- 4/2/14
Deirdre Reynolds Jones Date
Acting Director, Office of Operational Systems

System Decommissioning Process

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1 Introduction

This instruction supports the National Weather Service (NWS) system decommissioning policy established in NWS Policy Directive 80-2. This instruction establishes a process for removing legacy systems and equipment located at an operational site from its official capacity in the conduct of NWS service operations.

1.1 Legacy Systems

Legacy system decommissioning can occur under three circumstances:

1. As a replacement activity whereby the new technology is commissioned and replaces the legacy system.
2. As a result of the implementation of a new technology causing the decommissioning before the replacement system is commissioned.
3. When new technology replaces old legacy systems, decommissioning may occur before or after commissioning of the new system.

An example of the first case would be the legacy Microcomputer-based Automated Radio Theodolite (MicroART) being decommissioned **before** the Radiosonde Replacement System was commissioned. An example of the second case would be the legacy WSR-57s being decommissioned **after** the new WSR-88Ds were commissioned.

1.2 Other Systems

Other NWS systems used for the collection, processing, dissemination, or distribution of Weather/Climate/Hydrologic data and service products may be decommissioned under this instruction as directed by the Director, Office of Operational Systems. It may also be applied to related systems procured and operated/maintained by NWS for other Federal agencies.

1.3 Systems Excluded

Specific systems to be excluded from this instruction are those observing, processing, and dissemination systems leased or owned by a commercial vendor under some lease arrangement, agreement or contract with the NWS. For example, NOAA Weather Wire equipment at NWS field offices will not be decommissioned by NWS, since it is owned, operated, and maintained by a commercial entity. Equipment used by a vendor for acquiring lightning information, purchased by NWS, will never be decommissioned by the NWS; rather the vendor will perform this function.

1.4 System Upgrades

Software or hardware upgrades to a portion of the system will not result in decommissioning activity for the components being replaced.

1.5 System Relocations

A major system physically moved from one site to another does not require commissioning and decommissioning. An example of this would be in an Automated Surface Observing System that is relocated as a result of an airport closure. Similarly a major system that is "moved" by installing an identical system at the new location does not require commissioning and decommissioning. For example, .to accommodate the extension of an airport's runway, a WSR-88D may be installed near the old WSR-88D followed by removal of the old WSR-88D.

1.6 Decommissioning Process

In most cases, one or more legacy systems will be decommissioned as a result of the system commissioning. In some cases, the legacy system must be removed before the new system can be deployed and commissioned. In these cases, the decommissioning event will occur prior to the system commissioning. In other cases, the legacy and new technology may reside side-by-side for a period of time before the legacy system is decommissioned after the new system has been commissioned. The System Commissioning Process (NWSI 80-201) for the new system will delineate the transition activities between the old and new technology.

2 Decommissioning Plan

For each system to be decommissioned, a decommissioning plan may be developed describing the system decommissioning activities, the process to be followed during the decommissioning phase, and the roles and responsibilities within NWS organizational components involved in the decommissioning activities. The Director, Office of Operational Systems, will be the authorizing official for this document. The decommissioning plan will include procedures to remove the system from the information system inventory.

3 Disposal

The decommissioning of a legacy system results in the commencement of disposal activities at NWS sites. The Maintenance, Logistics and Acquisition Division within the Office of Operational Systems has the responsibility for coordinating activities associated with the disposal of major systems.

4 Organization and Management

The Field Systems Operations Center within the Office of Operational Systems has the responsibility for coordinating activities associated with the decommissioning of major systems.

4.1 Decommissioning Manager

For each system being decommissioned a System Decommissioning Manager (SDM) will be designated by the Director, Office of Operational Systems. The SDM will have overall responsibility for the conduct of the decommissioning process as delineated under Section 2 of this instruction.

4.2 Regional/Center Decommissioning Focal Points

For each system being decommissioned, Regional Decommissioning Focal Points will be designated by the director of their respective organization. These individuals will support the SDM by conducting the decommissioning process as delineated under Section 2 of this instruction.