

***NATIONAL WEATHER SERVICE POLICY DIRECTIVE 30-13  
NOVEMBER 22, 2002***

***Maintenance, Logistics, and Facilities***

***QUALITY ASSURANCE***

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**OPR:** OPS11 (D. Bosco)  
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***SUMMARY OF REVISIONS:*** This directive supersedes National Weather Service Engineering Handbook No. 12 (EHB-12), “Engineering Quality Program,” Issuance 97-1, dated October 15, 1997.

1. The National Weather Service (NWS) must establish quality assurance standards and controls for all operational systems and equipment to ensure operational requirements are met. This policy directive governs activities impacting planning, design, development, acquisition, production, storage, distribution, equipment operation, maintenance, training, and modification of NWS systems and equipment.
2. The objective of the Quality Assurance (QA) program is to ensure standards and controls are in place to meet quality assurance requirements.
3. This directive establishes the following authorities and responsibilities:
  - 3.1 The Assistant Administrator for Weather Services is responsible for the overall implementation of the NWS QA program.
  - 3.2 The Director, Office of Operational Systems, is responsible for establishing, developing, and implementing national QA policy and procedures.
  - 3.3 NWS Office Directors, Regional Directors and the Director, National Centers for Environmental Prediction (NCEP) are responsible for administering the QA program within their organizations. In addition, directors are responsible for the establishment, operation, and periodic review of a QA program encompassing review of work performed by their staff. They will ensure their QA program conforms to this directive and that adequate regional and NCEP specific guidance exists.
  - 3.4 The regional Chief, System Operations Division or Chief, Technical Services Division is responsible for planning, managing, operating and reporting the regional QA program.
  - 3.5 All meteorologists-in-charge, hydrologists-in-charge, and officials-in-charge are responsible for ensuring QA policies and procedures are followed for assigned systems and equipment.

3.6 Field office electronics technicians are responsible for performing QA activities according to established procedures.

4. To measure effectiveness with this policy directive, all levels of authority will measure how they have satisfied the QA program requirements. All operating units will review and monitor quality system activity, and report findings annually to NWS headquarters.

5. This policy directive is supported by the references listed in Attachment 1.

<u>Signed by</u>	<u>11/08/2002</u>
John J. Kelly, Jr.	Date
Assistant Administrator	
for Weather Services	

**Attachment 1**

**REFERENCES**

*Procedure Directives*

NWS Instruction 30-1301, Quality Assurance Program

