



National Aeronautics and
Space Administration

John C. Stennis Space Center
Stennis Space Center, MS 39529-6000

John C. Stennis Space Center Standard for Variance and Alternate Standard Requests

Approved by:

<u>Signed by Christina Zeringue</u>	<u>2/5/18</u>
NASA SSC Safety & Mission Assurance	Date

Concurrence by:

<u>Signed by David Coote</u>	<u>2/1/18</u>
NASA SSC Engineering & Test Directorate	Date

<u>Signed by Scott Olive</u>	<u>2/1/18</u>
NASA SSC Center Operations	Date
Design & Construction Project	
Management Division	

Issued by:

<u>ISSUED CEF</u>	<u>2/5/18</u>
Central Engineering Files	Date

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SUBJECT: Variance and Alternate Standard Requests		

Document History Log

Revision	Date	Originator/Phone	Description
Basic	1/20/05	Don Beckmeyer/ ext. 8-3788	Initial Release/Updated in new format - supersedes SSC STD 99-016 Rev. C-1, with the following changes: 1. Changes as needed to section titles; deleted reference to Project Manager throughout. 2. Included reference to SSC-517 being in the SSC Electronic Forms Index. 3. Changes as needed for new document numbers; deleted "deviation," and "waiver" from title and throughout the document. 4. Purpose statement added to 1.0; created applicability section 2.0; 5. In 3.0, revised document names in accordance with the title of current versions, moved abbreviations to Appendix B, and renamed as Acronyms and Abbreviations. 6. Deleted nos. 1 (alternate standard), 2 (deviation) and 3 (waiver) from section 4.0 and moved variance definition to section 7.0, (newly created), Definitions. 7. Renumbering of sections includes former 5.0 Responsibility now renamed and renumbered to 4.0 Responsibilities. Added information regarding CEF, SMA Office and PTD and COD directors' responsibilities. 8. Former 6.0 section Processing Deviations, Waivers and Variances became section 5.0, Preparation and Submittal of Variance Requests and Alternate Standard Requests, with subsections being re-numbered accordingly. Deleted statement in former section 6.1.3 regarding Proposed Action to Prevent Recurrence. 9. Deleted reference (in former section 6.1.4) to signature blocks from contractor, SMA, CCB Chairperson and either the NASA Project Manager or FRB Chairperson. 10. Deleted reference to CEF numbering of approved requests in former section 6.1.6. 11. Deleted referenced to SSC form 517 in former section 6.1.7. 12. Section 6.2 was modified (and is now section 5.3) to provide reference for providing alternate standard requests, and steps 6.2.1 and 6.2.2 were deleted. 13. Appendix A was incorporated into this revision as part of section 5.0 of this revision. 14. Deleted sections 6.18, 6.19, 6.20, 6.21 and 6.22 and incorporated signature requirements into part of section 5.0 of this revision.

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Revision	Date	Originator/Phone	Description
Basic	1/6/05 (cont'd.)	Don Beckmeyer/ ext. 8-3788	15. Added a flowchart (Appendix A in this document) to specify the process, and added four specifications to clarify the flowchart. 16. SSC Form 517 was removed from this revision, but an example (for reference only) was added. 17. Added places for concurrence signatures from PTD and COD. (cover sheet) 18. Included the MUA process in sections 5.0 and on the flowchart. 19. Extensive revision to the flowchart to document more clearly the role(s) of the PTD CCB and the FRB; to specify the process when a variance is rejected; to add the CEF responsibilities of assigning a number for each variance, filing variances, and copying and distributing variances; and specified when the SSC Director's signature is required. 20. Changed references to SSC documents from Stennis Procedure & Guideline (SPG) to Stennis Procedural Requirement (SPR), as appropriate. 21. Changed references throughout to reflect current John C. Stennis Space Center Standards. 22. Added specific reference to SSTD 8070-0006-CONFIG in section 5.1.5 and included same in section 3.0
A	1/22/10	Ralph Gonzalez/ 8-2101	1. 1.0, added "Alternate Standard". 2. Corrected typographical and grammatical errors. 3. Added reference SPLN-1200-0003, John C. Stennis Space Center Safety and Mission Assurance Technical Authority Implementation. 4. 4.0g added The SMA Technical Authority is responsible for review of all variances and alternate standard requests in accordance with SPLN-1200-0003 prior to submittal to the CCB or to NASA Headquarters. 5. 5.1.4 Extension revision. A new variance request is necessary for extensions of temporary variance. 6. Appendix A-Flowchart added "Submit to SMA Technical Authority for review".
B	1-20-12	Ralph Gonzalez/ 8-2101	1. 4.0 (i): Added "pertaining to SMA requirements". 2. Appendix A - Updated flow chart item relating to SMA TA adding "as applicable".

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C	2-6-13	Ralph Gonzalez/ 8-2101	2.0: Added criteria for SSC Center Director, NASA SMA Chief and NASA Chief Engineer approvals. 3.0: Additional reference docs listed. 4.0: Added subsections for areas of responsibility; Updated responsibilities for Requestor, SMA and E&TD/Center Operations; Added requirement to ensure coordination with OSMA Chief and with NASA Chief Engineer. 5.0: Added requirement to ensure coordination with SMA TA Board; Improved flow of variance process to ensure adherence with document requirements; Added Section 5.2 for Agency Level variances; Added Table in Section 5.5 listing signature requirements; 7.0: Clarified definition for Alternate Standard Request. - Appendices: Broke up Appendix A into two separate flowcharts, Appendix A and Appendix B, for CCB and FRB. - Variance Form 517 updated to allow more space for information and signatures. Added signatures for OSMA Chief and NASA Chief Engineer.
D	2/6/2018	Christina Zeringue 8-3169	Updated references. Administrative and format changes throughout document.

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1.0 PURPOSE

The National Aeronautics and Space Administration (NASA) will comply with applicable requirements, specifications, and/or policy documents. In circumstances where a particular requirement or specification cannot be complied with, a variance or alternate standard request shall be considered. This John C. Stennis Space Center (SSC) standard establishes the requirements and practices for the preparation and submittal of variance and alternate standard requests.

2.0 APPLICABILITY

The variance request shall be prepared and submitted when the need exists to depart from a particular requirement, specification, and/or policy document as specified in projects, contracts, and/or NASA Procedural Requirements, Standards, Manuals, and/or Handbooks.

Form SSC-517 must be completed by a requestor and approved by his/her supervisor, the NASA Safety & Mission Assurance (SMA) Chief, and the appropriate Configuration Control Board (CCB) representative. In certain instances, the approval of the SSC Center Director and/or the NASA Chief SMA or the NASA Chief Engineer will be required.

3.0 REFERENCED DOCUMENTS

Referenced documents are assumed to be the latest revision unless otherwise specified.

29 CFR Part 1960, *Basic Program Elements for Federal Employees (OSHA)*

NPR 8715.3, *NASA General Safety Program Requirements*

SOI-8040-0001-FACENG, *SSC Organization Instruction Construction Configuration Management*

SOI-8080-0015, *SSC Configuration Control of Technical Systems*

SOI-8080-0016, *SSC Material and Process Control for Propulsion Test Facilities and Systems*

SPLN-1200-0002, *SSC Engineering Technical Authority Implementation Plan*

SPLN-1200-0003, *SSC Safety and Mission Assurance Technical Authority Implementation Plan*

SPR 1150.1, *SSC Establishment of Charters – Boards/Councils/Committees*

SPR 1440.1, *Records Management Program Requirements*

SPR 8715.1, *SSC Safety and Health Procedural Requirements*

SSTD 8070-0006-CONFIG, *Component Servicing Processes and Documentation*

SSTD-8070-0091-FLUIDS, *SSC Requirements for Materials Used in LOX/GOX Service*