



July 9, 2007

TO: Officials-in-Charge of Headquarters Offices
Directors, NASA Centers

FROM: Associate Administrator

SUBJECT: Mission Focus Review (MFR) Decision Memorandum for Phase 1
Recommendations 7, 100, and 137

At the August 23, 2006, Strategic Management Council (SMC) meeting, I announced the formation of a small team to conduct an MFR to look broadly across the Agency and identify opportunities to redeploy resources that more directly support NASA's mission. At the February 21, 2007, SMC meeting, 23 recommendations were presented and have subsequently been, or are in the process of being, implemented.

I am directing the Office of the Chief Information Officer (OCIO) and the Office of Procurement to implement subject recommendations as follows:

Recommendation 7. Cell Phones and Personal Data Assistants (PDA): Consolidate the purchasing and support of all cell phones, PDAs, pagers, and cellular internet services to the greatest extent possible.

Recommendation 100. Reduce TVs: Restrict funding for televisions and associated equipment to common areas only; such equipment is not for private offices. Most desktop/laptop computers are now able to provide video viewing.

Recommendation 137. Mandatory Use of the Outsourcing Desktop Initiative (ODIN): Mandate the use of ODIN for NASA by provisioning and supporting all appropriate workstations throughout the Agency to the widest extent possible.

The implementation plans submitted by the OCIO in response to MFR recommendations 7 and 137 are accepted, and I approve moving forward with the consolidation of purchasing and provisioning of desktops, workstations, cell phones, and PDAs across the Agency to ODIN to the widest extent possible. The OCIO plan provides for phasing the implementation of the recommendations in which there are existing contracts in place for providing desktop support at this time. I am also directing that funding not be provided for purchasing televisions in private offices, except for special cases, to be approved by Agency senior management.

Please advise the appropriate information technology (IT) and procurement personnel in your respective areas of these decisions and request that they cooperate with the OCIO. This consolidation effort will enable the Agency to achieve efficiencies and associated IT security benefits, resulting in better services to the NASA workforce, as well as avoiding unnecessary costs, so that these resources can directly support NASA's mission.

If you have any further questions or concerns, please contact Jonathan Pettus at 202-358-1824.

A handwritten signature in black ink, appearing to read "Rex D. Geveden". The signature is fluid and cursive, with the first name being the most prominent.

Rex D. Geveden

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Associate Administrator/Mr. Geveden

Chief of Staff/Mr. Morrell

Associate Deputy Administrator/Mr. Scales

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