



OCCAR-EA
OCCAR Management Procedure

Title:	<u>Through Life Management Committee Terms of Reference</u>	
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This document replaces: Annex H to OMP 3 dated 09/12/08

Record of changes

Date	Issue	Changes
09/12/08	1	Initial Issue. Approved by 19 th BoS on 28/11/08.

10/06/14	2	Overall structure modification and major revision taking into account all stakeholder inputs.
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1. General

The Through Life Management Committee will advise, assist and make recommendations to the BoS on the way ahead in developing OCCAR's Through Life Management approach, capability and competence in such areas as strategy, policy, procedures, tools and methods. The TLMC will meet on a standard basis in common session with the Future Tasks and Policy Committee to closely coordinate this work. Where some of these activities do not involve the FTFC at all, a TLMC specific session may be held on request from Member States or OCCAR-EA.

2. Tasks

The BoS has overall responsibility for establishing the business objectives and targets of OCCAR and for the strategic direction and control of OCCAR's activities. The TLMC is given authority, subject to the powers delegated to it, to perform the tasks described below to further the strategy, business objectives and targets of OCCAR's TLM approach (including ILS, In Service Support (ISS) and disposal specific disciplines). The TLMC will take into account the responsibilities and delegated powers of the OCCAR-EA Director. The latter may, whatever action or decision is taken by the TLMC, reserve the right to directly refer any case or issue to the BoS for discussion or decision.

The tasks of the TLMC are inter alia to:

- Provide guidance on OCCAR-EA TLM development and strengthening with a view towards a Through Life approach on the management of Programmes, based on best practice and lessons identified from National and Collaborative TLM experiences and from emerging National TLM strategy and policy;
- Provide guidance to OCCAR-EA to improve the transition of Programmes from one Stage to the next with special emphasis on the transition from the Definition, Development and Production Stages to the In Service Stage;
- Provide feedback to the BoS regarding best practice of National and collaborative TLM activities including the transition of Programmes from DDP to In Service Stage;
- Provide recommendations to the BoS on the necessary updates of the OCCAR-EA Corporate Strategy taking into account the TLM approach;
- Task OCCAR-EA to undertake any preparatory work required as input to e.g. Through Life / In Service Support studies, actions and recurring activities;
- Approve or endorse the TLM Tools, such as the ISS Guide, the Through Life Programme Management Plan, etc.;
- Recommend to the BoS, amendments / changes to the OMPs in order to take account of the TLM approach and the growing importance of ISS within OCCAR activities;
- Request OCCAR-EA to prepare and provide presentations on various TLM related topics (Programmes and methods, ongoing projects, etc) to be discussed at the FTFC / TLMC or TLMC meetings;
- Assess the TLM implications of OCCAR proposals for organisational changes;

- Assess, keep under review and make recommendations to the OCCAR-EA Director on the adequacy of the work carried out inside OCCAR on TLM matters, including OCCAR-EA proposals prior to submission to the BoS;
- Monitor the OCCAR-EA actions implemented following decisions by the BoS or the TLMC;
- Express a view on decisions envisaged by the Director at his request;
- Liaise with the FTPC for close coordination of all policy aspects of the Through Life Management approach of OCCAR.