



DEPARTMENT OF THE NAVY
NAVAL AIR SYSTEMS COMMAND
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IN REPLY REFER TO

NAVAIRINST 5200.14D
AIR-1.1.2
8 Sep 03

NAVAIR INSTRUCTION 5200.14D

From: Commander, Naval Air Systems Command

Subj: PREPARATION OF PROGRAM PLANNING DOCUMENTS

Ref: (a) NAVAIRINST 5400.1C
(b) NAVAIRINST 13100.11B

Encl: (1) Guidance for Preparation of the Program Planning Document (PPD)

1. Purpose. To establish policy and responsibilities for the preparation and distribution of the Program Planning Document and its use within the Naval Air Systems Command (NAVAIR).
2. Cancellation. This instruction supersedes NAVAIR Instruction 5200.14C of 16 February 1990. Since this a major revision, changes are not indicated.
3. Background. Reference (a) assigned the Department Head, Acquisition Policy and Process Department (AIR-1.1), responsibility for the preparation and dissemination of planning data within NAVAIR. Reference (b) established the Weapon System Planning Document (WSPD) to provide planning data for aircraft, airborne missiles, targets, ordnance, unmanned aerial vehicles, and other systems throughout NAVAIR, and other government agencies, as required. The PPD is intended to be similar in scope and content to the program concerned. It is developed for systems/equipment of a high dollar value that is integral to, or used in support of a major weapon system. The systems/equipment covered by this program are determined by the Commander, Naval Air Systems Command.
4. Policy
 - a. The PPD is a basic policy and planning document, published by NAVAIR, and produced to provide direction and guidance necessary for the acquisition and operational support of naval air systems/equipment. As such, these documents are used by NAVAIR, Naval Inventory Control Point (NAVICP), NAVAIR field activities, and fleet commands for facilities planning, support planning, budgeting, and for other actions related to procurement, distribution, provisioning, replenishment, and maintenance of the system/equipment. To ensure consistency, it is essential that the cognizant groups and offices involved in these actions use the common base provided by the PPDs. The PPD will include: (1) quantitative planning data concerned with procurements, delivery schedules, installation schedules, inventories, and planning factors; (2) policy statements concerned with material support, training, and maintenance; and (3) other related planning data, as appropriate.

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b. Since the PPD provides guidance concerning large expenditures of financial resources, accuracy and currency are of considerable importance. Therefore, it is necessary to ensure that the PPD presents a viable, useful plan. PPDs are revised to reflect significant changes that occur in a program. Cognizant offices will advise AIR-1.1 of recommended revisions.

c. The initial PPD for any given systems will normally be issued in Milestone B, in the system's demonstration program. This is usually the stage in development at which production and delivery schedules are first formulated and when logistic support, training policies, and other planning factors incorporated into the PPD are mostly finalized.

d. Each PPD represents the Chief of Naval Operations, Commander, Naval Air Systems Command, and Commandant of the Marine Corps approved plan for a given system or equipment. Before issuance, the PPD is submitted to the cognizant Office of the Chief of Naval Operations, Marine Corps, and NAVAIR activities for concurrence, if applicable.

5. Responsibilities

a. Acquisition Policy and Process Department (AIR-1.1) will

(1) prepare PPDs following the general outline provided in enclosure (1) (format may vary to meet the needs of the system or equipment concerned);

(2) develop and interpret policies, procedures, and contents for the PPDs;

(3) serve as central coordination point for data used in PPD preparation;

(4) determine applicable planning factors and applicable weapon system force levels, inventory or availability schedules, and base loading plans inclusion in PPDs; and

(5) issue change transmittals to revise the PPD, as applicable;

(6) approve, sign, and publish PPDs on a timely basis to provide coordinated planning data for selected systems/equipment.

b. Program Managers and Acquisition Managers will

(1) advise the cognizant AIR-1.1 planner of program developments that affect the validity or currency of their PPD;

(2) review the content of their PPDs prior to publication for compatibility with program objectives, and advise AIR-1.1 of any inconsistencies with program goals;

(3) provide planned production schedules consistent with the planned procurement of the applicable system or equipment; and

(4) provide necessary data regarding training plans developed by the Aviation Training System Manager in the Aviation Training Systems Programs Office (PMA205).

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c. The Assistant Commander for Logistics (AIR-3.0) will provide necessary data as applicable concerning maintenance support levels, material support policy, special support equipment, integrated logistics support, planning publications, facilities, mobile facility plans, and equipment shelf life factors.

d. The Systems Engineering Department (AIR-4.1) will

(1) advise the cognizant AIR-1.1 planner of any design changes to ensure the PPD reflects accurate descriptive data and characteristics; and

(2) develop data required for the test program, if applicable.

e. Test and Evaluation Division (AIR-1.6) will provide, if needed, detailed program test and evaluation schedule as contained in the Test and Evaluation Master Plan (TEMP).



PAMELA. O'DELL
Assistant Commander
for Acquisition
By direction

Distribution:
(<https://directives.navair.navy.mil>)

GUIDANCE FOR PREPARATION OF THE PROGRAM PLANNING DOCUMENT (PPD)

1. Format

a. Identification. NAVAIRNOTE 5200 will be identified on all pages of the PPD and date of preparation.

b. Content. The PPD will contain all or part of the following data, as appropriate:

(1) Cover Sheet.

(2) Table of Contents.

(3) Points of Contact.

(4) List of Acronyms and Abbreviations (if necessary).

(5) General Description (include Approval for Production Status).

(6) Illustration(s).

(7) Procurement and Delivery Schedules.

(8) Base Loading Data (if available).

(9) Planning Factors.

(10) Logistics Support.

c. Forms. Since there are no specific forms designed to be used in the PPD, Weapon System Planning Document (WSPD) forms will be used, when appropriate. The WSPD forms that may be used in the PPD are described in detail in enclosures (1) and (2) of reference (b) NAVAIR Instruction 13100.11B.

2. PPD Preparation

a. Program Description. A short narrative discussion of the program description, characteristics, and intended operational use.

b. Procurement and Delivery Schedules. If appropriate, indicate by fiscal year the number of units of the system to be procured. If available, indicate the planned delivery of units per month for each year's procurement.

c. Base Loading. If applicable, indicate those squadrons, ships, and/or shore activities that will use the system, and when they will receive the initial unit. Also, if applicable, indicate the aircraft, the number of squadrons, and the location of squadrons, which will utilize the system.

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d. Planning Factors and Logistics Support. Indicate planning factors applicable to the operation, support, and maintenance of the program. State the plan for maintaining and repairing the equipment. For example, discuss the level of maintenance that will be performed by squadrons, ships, and/or field activities. Reference the Acquisition Logistics Support Plan (ALPS), or describe any unusual aspects of Integrated Logistics Support (ILS) applicable to the program.

Encl (1)