

NGIS Best Practice

Disclaimer – The views presented are Jenifer's and possibly not NGIS

THE VALUE OF PERFORMANCE.

NORTHROP GRUMMAN

It's ALL about you – Make it look good!

06.18.2019

Jenifer Scoffield
Small Business Liaison Officer

Communication – Open Discussion

- How ?

- Briefings on what is required of the program
- Meetings with departments on their responsibility
- Carry the heavy load and make people look good

- Who ?

- Management all Levels (preferable the top down)
- Customers

- When ?

- Consistent (Quarterly, Semi Annual, Annually)
- Customer Visits

Open for Discussion on Ideas

- Simple – One Page
- Something for a Visual
 - Pictures of events
 - Charts for Trends
 - Calendar of Events
- Accomplishments
- Projects
- It's your job but, it's the Company's Program – It takes everyone

Levels - Open Discussion

- Internal Management determine what the top down is
 - Ask for 15 minutes
 - Is it possible to have management set up the meeting

- Can you piggyback on another appropriate meeting
 - Are you having a Program Review
 - IS a CPSR or compliance meeting scheduled

- Customer
 - Invite the customer to your facility to do a briefing with your team
 - Invite customers for company events
 - Levels speak with levels - Learn who your customer coordinates with

Schedule - Open Discussion

- Immediate management briefing and discussion should be qtrly
 - What are you doing at your desk all day? Traveling again?
 - CC's ???
 - Trip Reports

- Upper management
 - Politically correct use of favors – data speaks volumes

- Customer Internal and External
 - Program Managers believe their programs should be your priority
 - Contracts want the 2 hour turn around – Do they understand what you do?
 - Make external customers look good it's a team effort

Make Yourself Look Good – You’re the only one
that can do it – Everyone else is Busy

It is Strategic not Manipulative

Win for you – Win for your Company

THE VALUE OF PERFORMANCE.

NORTHROP GRUMMAN

