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From: Director, Base Realignment and Closure Program Management Office
To: Distribution

Subj: POLICY FOR BRAC PROGRAM IMPLEMENTATION OF THE NAVAL
INSTALLATION RESTORATION INFORMATION SOLUTION (NIRIS)

Encl: (1) BRAC Program implementation of the Naval Installation Restoration Information
Solution (NIRIS).

1. PURPOSE. To establish policy regarding implementation of the Naval Installation Restoration Information Solution (NIRIS) at BRAC installations.
2. APPLICABILITY. This policy applies to all personnel and regions in the Base Realignment and Closure (BRAC) Program Management Office (PMO) that have roles and responsibilities in regards to the environmental restoration program.
3. BACKGROUND. To provide a consistent tool to manage environmental data, NIRIS was developed using common business practices for managing and facilitating the use of restoration data through web-based GIS applications in a consistent and cost effective manner. Existing contractor databases shall be integrated into NIRIS in FY08 and no longer maintained with BRAC funding beyond FY08.
4. RESPONSIBILITY. NIRIS shall be used to manage environmental sampling data and sampling documents produced for BRAC installations.
5. POINT OF CONTACT. The point of contact for issues related to this policy is Mr. Lawrence Lansdale, BRAC Environmental Program Manager (619) 532-0961, Lawrence.Lansdale@navy.mil.


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BRAC PROGRAM IMPLEMENTATION OF THE NAVAL INSTALLATION RESTORATION INFORMATION SOLUTION (NIRIS)

1. Purpose. To establish policy regarding implementation of the Naval Installation Restoration Information Solution (NIRIS) at BRAC installations.

NIRIS encompasses the systems and processes related to the BRAC environmental sampling program's management and utilization of its environmental site data and documents. NIRIS shall be used by all BRAC components to ensure that BRAC environmental sampling data and environmental documents are maintained and accessible over the lifecycle of the BRAC program and beyond. NIRIS also establishes a standardized set of web-based Geographic Information Systems (GIS) and other related tools to help BRAC's Remedial Project Managers (RPM) and contractors effectively analyze, visualize and present large volumes of data. NIRIS will provide for the effective management of the BRAC program's environmental site information, and will make available the tools to support decision-making and collaboration with regulators, the public, and other stakeholders.

2. Background. Restoration projects typically generate thousands of environmental sampling data records (tabular and spatial) and numerous documents. For example, there are many sampling locations for each site, including groundwater monitoring well and soil sample locations, with each often having over a hundred lab-reported analytes. In the past, BRAC sampling data has been maintained in various different formats, and has been managed in many separate locations. Furthermore, there has historically been no consistent set of tools for effectively utilizing the sampling data to support the decision-making process on BRAC sites.

3. Policy for Utilizing NIRIS.

- a. NIRIS shall be used by RPMs to manage environmental sampling data and sampling documents produced for BRAC installations, including:
 - Environmental sample data, including munitions response/unexploded ordnance data
 - Administrative Record Files/Site Files/Post Decision Document Files
 - Spatial data, including GIS mapping data and ER site boundary information
 - Land Use Control information
- b. NIRIS will provide the BRAC Program's standardized toolset for utilizing environmental data and environmental documents within the system. NIRIS functionality will allow users to query environmental data and documents, display it graphically, and easily create maps using web-based GIS software. The collaboration and environmental document management system are also important tools that will allow users to manage working-documents, and collaborate online with other members of their team (contractors, installation representatives, State and Federal regulators, etc). Additional NIRIS functionality will include:
 - Full featured GIS software through a thin client interface (i.e., Citrix)

- Land use control tracker tool
 - Spatial Analysis and Decision Assistance (SADA) Software
 - Other advanced analysis and management tools
- c. All BRAC environmental contractors and laboratories shall be required to submit data to BRAC within the specified NIRIS Electronic Data Deliverable (NEDD) format. Data and document management within NIRIS is based on an underlying database structure that provides standardization and consistency across the program. The NEDD is critical for effectively importing and managing NIRIS data, along with standardized administrative tools, such as the NIRIS web-based data checker and data loader applications.
- d. BRAC RPMs shall determine the extent of historical environmental data loading into NIRIS that will be necessary. The value of NIRIS is entirely dependent on the data within the system. In some cases, historical data is critical to the decision-making process, while in other cases, it is less important. At a minimum, all historical data that is currently available electronically in a database should be loaded into the NIRIS database. The value of manually inputting environmental data from paper records should be evaluated by the RPM and will be conducted by the NIRIS database contractor.
- e. NIRIS shall be implemented in support of all BRAC funded sites managed by BRAC PMO. All new environmental data, the spatial site boundary, LUC information, and the full administrative record will be stored in NIRIS for each BRAC site.
- f. The NIRIS system will be centrally hosted by the NAVFAC Information Technology Center (NITC) under the NAVFAC portal at <https://portal.navy.mil>.
- g. FY08 will be considered a transition year between existing data management systems and NIRIS. Beginning FY09, NIRIS shall be the only environmental sampling data management system being used by BRAC and its contractors. All Contractor maintained databases shall be transitioned to NIRIS in FY08 and will not be funded in FY09.

4. Implementation Requirements.

- a. All environmental contracts involving the collection of data shall utilize NIRIS as the data management system. Each RPM shall ensure the scope of work for their environmental contractors has a provision to input data generated in to NIRIS.
- b. The current NIRIS workgroup representatives will be a critical resource to each component in this initial deployment. Workgroup members will help coordinate the training and support necessary for the implementation of NIRIS at each office.