

**Annex A to OPORD 2012-15 (Designation of the National Deep Draft Navigation Planning Center of Expertise (DDNPCX) as a Mandatory Center for the Production of All Deep Draft Navigation Related Economic Analyses)**

**ROLES AND RESPONSIBILITIES OF PLANNING CENTERS OF EXPERTISE**

In August 2003, six planning Centers of Expertise (PCXs) were established to assist in assuring the quality of planning. The roles and responsibilities of the PCXs can be found in CECW-CP MEMORANDUM, Subject: Planning Centers of Expertise - Mission, Roles and Responsibilities Statements and Small Boat Harbor Designation, dated June 23, 2008. The roles and responsibilities are:

1. Technical Services. Provide technical services to district PDTs from the subject matter experts and/or at the direction of a Regional Management Board or the HQ Planning Advisory Board (P AB), accomplish costly, highly complex and controversial studies or key analytical components of such studies for district PDTs; multiregional or national efforts, on a reimbursable basis. Provide advice to HQUSACE, the laboratories, other partners or stakeholders on significant regional or nationwide planning issues.
2. Peer Review. Provide for and manage Agency Technical Review (ATR) and maintain rosters of regional technical specialists for conducting timely A TR. Function as the Review Management Organization for Independent External Peer Review (IEPR) to interface with the performing organization external to the Corps of Engineers conducting the IEPR and the district PDT.
3. R&D. Assist in identifying Research and Development (R&D) priorities within the mission area to ensure field driven needs are identified and prioritized and coordinate the recommendations with the PAB and the deputy, Planning Community of Practice.
4. Training. Conduct training opportunities related to the assigned mission area to promote and maintain planning technical competency. Support the Planning Associates (PA) program through development and training of PAs along the CW business lines and specific PCX functions. Support national goals in enhancing professional and technical development, sharing knowledge and promoting communication

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within the Community of Practice and through coordination and integration of planning policies with the HQUSACE Planning Community of Practice.

5. Model Certification. Certify or approve for use the planning models identified in the Project Review Plans and add to the planners' tool box of certified models using the approved model certification protocol.
6. Policy Development Support. Centers would supplement the HQUSACE staff in policy compliance review, if requested, on a reimbursable basis, on projects where the center has had no prior participation. Centers would also provide assistance with exporting policy training to the field or provide review of draft policy.
7. Process Improvement. Develop standard processes and procedures related to their mission area to support district execution. Support Corps-wide process improvement initiatives through their subject matter experts' participation on process improvement teams.
8. Lessons Learned. Manage a program of sharing lessons learned through coordination with the MSC regional planning expertise centers, sponsoring workshops, technology transfer or use of intranet resources such as SharePoint.