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IN REPLY REFER TO:

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NAVFAC INSTRUCTION 4715.1

From: Commander, Naval Facilities Engineering Command

Subj: NAVFAC ENVIRONMENTAL RESTORATION PROGRAM IMPLEMENTATION OF
THE NAVAL INSTALLATION RESTORATION INFORMATION SOLUTION
(NIRIS)

1. Purpose. To set forth policy on the Environmental Restoration (ER) Program's implementation of the Naval Installation Restoration Information Solution (NIRIS).

NIRIS encompasses the systems and processes related to the ER program's management and utilization of its environmental site data and documents. NIRIS shall be used by all NAVFAC components to ensure that ER data and documents for Navy and Marine Corps installations are maintained and accessible over the lifecycle of the ER program. NIRIS provides the ER program with a standardized toolset, including Geographic Information Systems (GIS) and other related web-based tools to help program staff and contractors effectively analyze, visualize and present analytical and spatial data. NIRIS is essential to the ER program's effective management of environmental site data and documents, and provides the critical tools to support decision-making and collaboration with regulators, the public, and other stakeholders.

2. Background. Restoration projects typically generate thousands of environmental data records (tabular and spatial) and volumes of documents. For example, there are many sampling locations for each ER site, including groundwater monitoring well and soil sample locations, with each often having over a hundred lab-reported analytes. In the past, ER data has been maintained in various different formats, and has been managed in many separate locations by different contractors. Furthermore, there has never been a consistent set of tools for effectively utilizing the data to support the decision-making process on ER sites.

The NAVFAC ER Geographic Information System (GIS)/Data Management Workgroup was established by the ER Managers to develop a corporate methodology using common business practices for managing and facilitating the use of ER data through a web-based system, in a consistent and cost effective manner. The system and business processes developed by the workgroup and approved by the ER managers is the Naval Installation Restoration Information Solution (NIRIS).

3. Policy for Utilizing NIRIS.

a. NIRIS shall be used by NAVFAC RPMs to manage ER program data and documents for Navy and Marine Corps installations, including:

- Environmental sample data, including munitions response data
- Administrative Record Files/Site Files/Post Decision Document Files
- Spatial data, including GIS mapping data and ER site boundary information
- Land Use Control (LUC) information

b. NIRIS provides the ER Program with a standardized toolset for utilizing data. NIRIS functionality allows users to query data, display it graphically, and easily create maps using web-based GIS software. The collaboration and document management applications are also important tools that allow users to manage ER documents, and collaborate online with other members of the team. Additional NIRIS functionality includes:

- 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 NAVFAC contractors and laboratories supporting the ER program shall be required to submit data to NAVFAC within the specified NIRIS Electronic Data Deliverable (NEDD) format. Data and document management within NIRIS are 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. NAVFAC RPMs shall determine the extent of historical environmental data loading into NIRIS. 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 shall be loaded into the NIRIS database. The value of manually inputting data from paper records should be evaluated by the RPM.

e. NIRIS shall be implemented in support of all ER,N funded sites managed by NAVFAC. At a minimum, all new environmental data, spatial ER site boundaries, LUC information, and the full administrative record file, post-decision file and site file will be stored in NIRIS for each ER,N site.

f. For BRAC and other reimbursable projects, the client shall be given the option of utilizing NIRIS. The NAVFAC ER program will seek compensation for overhead costs associated with the operations and maintenance of NIRIS for those reimbursable projects. Data and documents collected and electronically stored by NAVFAC for BRAC installations prior to 01 October 2005 will be stored in NIRIS.

g. The NIRIS system is centrally hosted by the NAVFAC Information Technology Center (NITC) under the NAVFAC portal at <https://portal.navfac.navy.mil>. NAVFAC's portal and GIS architecture that have been established at NITC, facilitates the sharing and leveraging of data and information with other NAVFAC business lines and systems, such as the Regional Shore Installation Management System (RSIMS) and Georeadiness Repository. Legacy systems that have been previously developed by the NAVFAC ER program will be shutdown and data migrated to NIRIS.

4. Implementation Requirements.

a. All business processes associated with the use and management of NIRIS shall be documented and made accessible through the NAVFAC BMS.

b. The current NIRIS workgroup representatives are 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.

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By direction

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