**Manufacturing Readiness Assessment**

**2. MRA PROCESS**



**2.2. Plan a MRA**

The objective of this lesson is for each student to comprehend the process for planning a MRA.

**2.2.1. Steps Associated with Planning a MRA**

**Step 1: Identify MRA Team**

The Program Management Office (PMO) or the initiator of the assessment identifies members of the MRA Team and designates a Team Lead.

As a best practice, there are MRA Team requirements that should be met.

The MRA Team requirements include:

* 2 - 6 members from outside of the PMO to cover required assessment workload
* Possess practical manufacturing experience
* Possess program management experience
* Subject matter experts (SMEs) in the categories they will be assessing
* Can be located at other centers such as:
* Air Force Research Laboratory (AFRL)
* Systems Centers
* Air Logistics Center (ALC)
* Team members should be trained, if necessary

**Step 2: Contact DCMA**

The Defense Contract Management Agency (DCMA) should be contacted to gather contractor performance information. They will also act as the liaison between the MRA Team and the contractor(s).

**Step 3: Team Lead and MRA Team Planning Activities**



**Team Lead**Team Lead activities include:

* Evaluate and adjust the MRA scope, as necessary
* Define the assessment result deliverables
* Conduct the on-site pre-assessment team orientation
* Schedule and conduct the on-site assessment with contractor(s)
* Deliver the final report / briefing

**MRA Team**MRA Team activities include:

* Notify the contractor(s) of the assessment
* Provide contractor(s) with a MRA information package
* Provide contractor(s) with a MRA schedule