



2011

Jet Propulsion Laboratory

Organizational Update

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RAND Corporation

Santa Monica, CA

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JPL Overview

The Jet Propulsion Laboratory (JPL) is

- A federally funded research and development center
- Managed by the California Institute of Technology (Caltech) in Pasadena, California, under a prime contract with the National Aeronautics and Space Administration (NASA)

JPL has

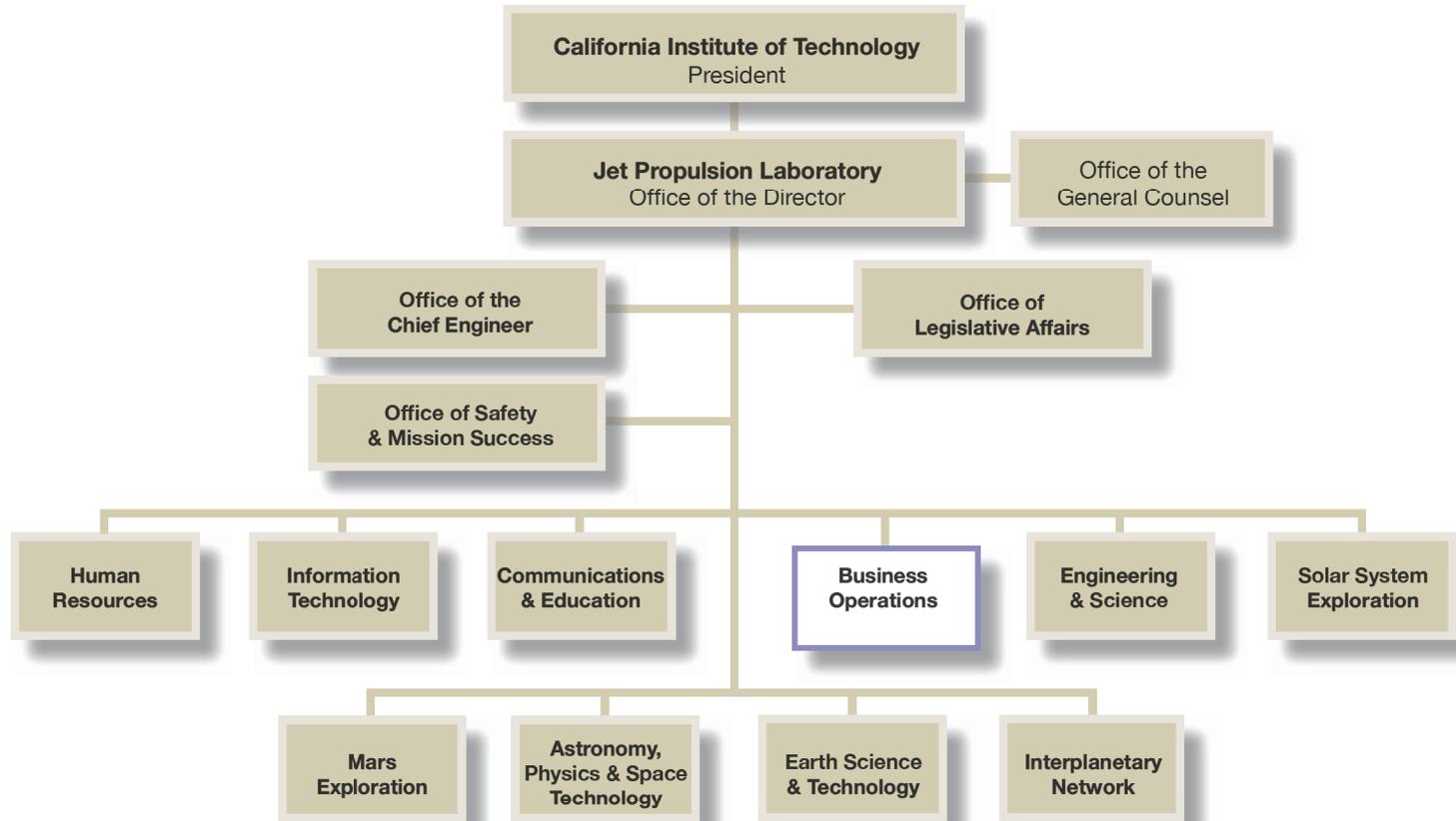
- 5,000 employees and onsite contractors in La Cañada Flintridge, California
- 107 buildings and 25 moduls on 177 acres in the foothills of the San Gabriel Mountains

JPL conducts

- Research dedicated to solar system exploration
- 20 spacecraft and 10 instruments performing active missions
- <http://www.jpl.nasa.gov>

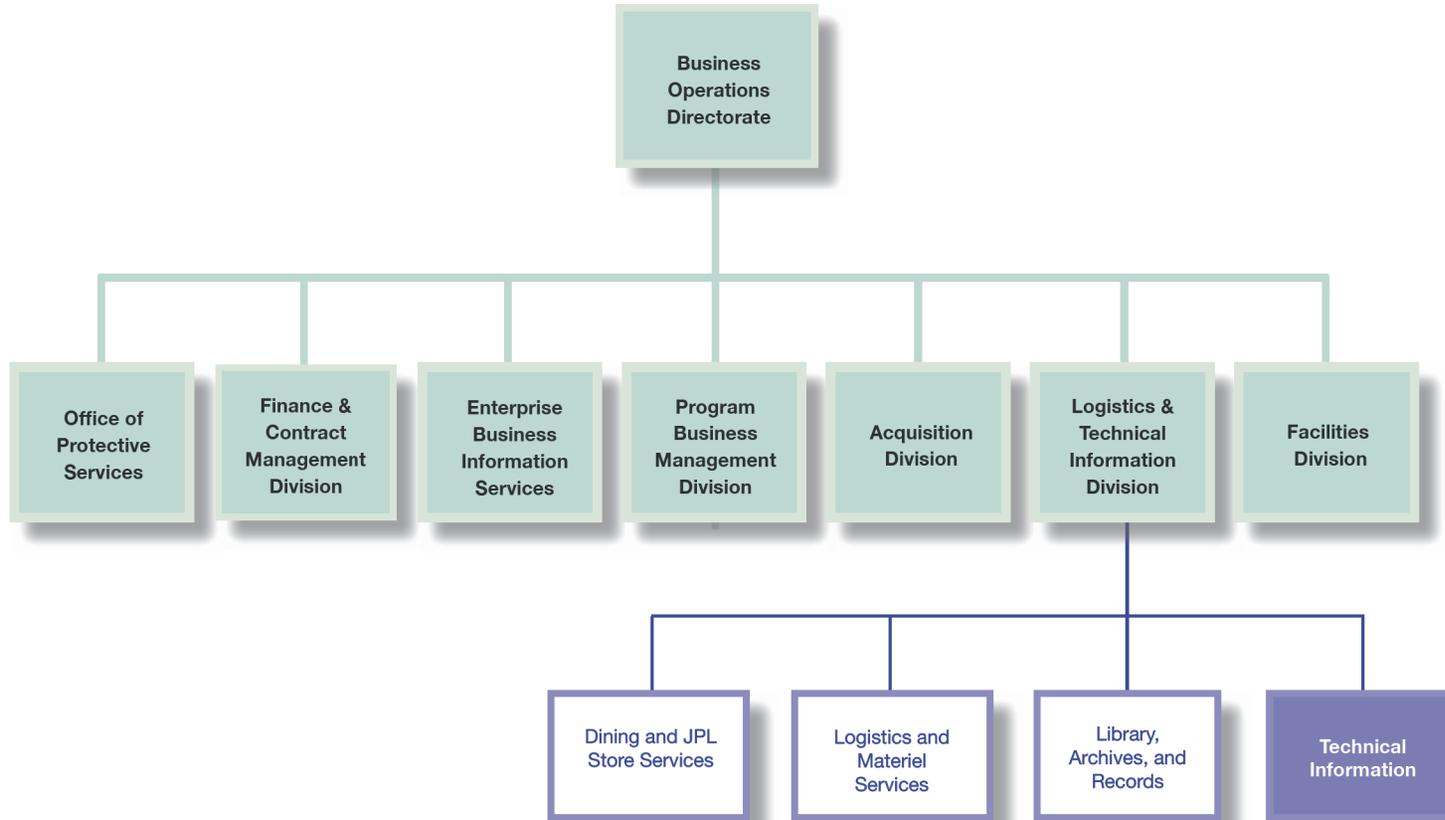


JPL Organization



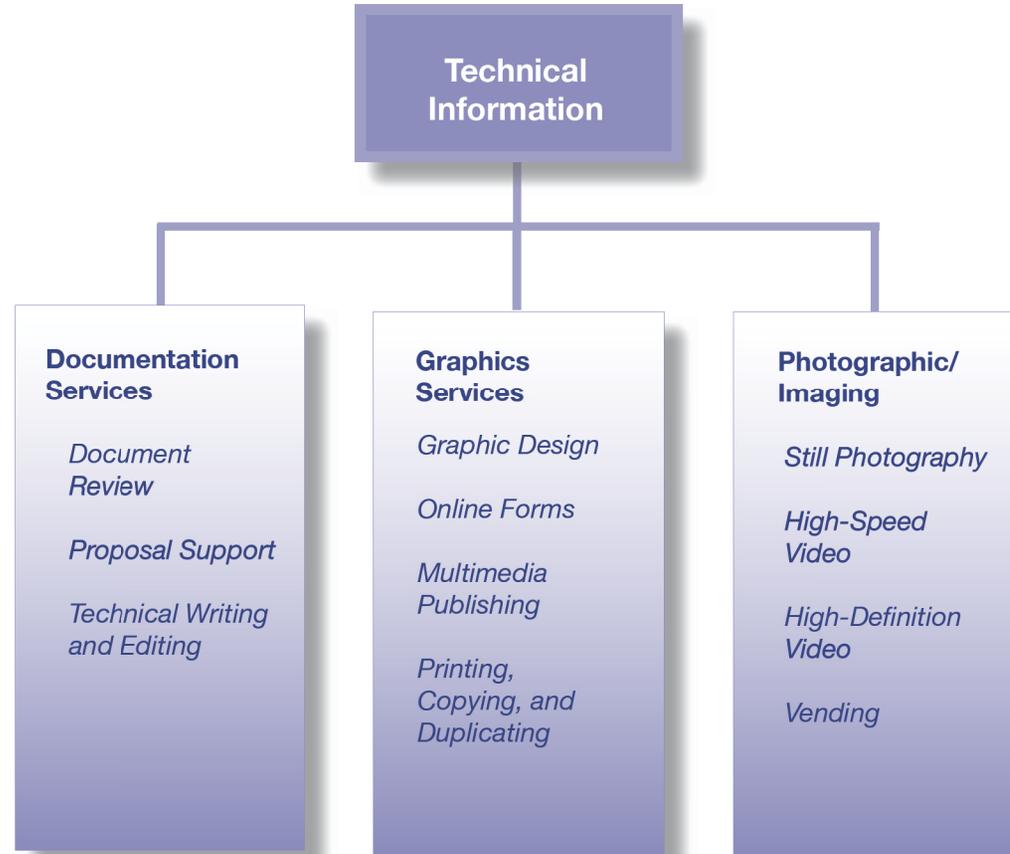


Directorate Organization





Section Organization





Section Funding Sources

Group	Function	Allocated Direct	Service Center
Documentation Services	Document Review	\$	
	Technical Writing/Editing, Proposals		\$
Graphics Services	Design, Graphics, and Multimedia Publishing		\$
	Online Forms	\$	\$
	Printing, Copying, and Duplicating		\$
Photographic/Imaging	Photolab		\$
	Vending		\$



Section Highlights and Challenge

Highlights

- In FY 2010, combined three service centers into one, resulting in
 - Reduced overhead costs, including administrative costs
 - Shared responsibilities and end-to-end workflow
 - Improved communication and collaborative teaming
- Are collaborating with Project Formulation and Strategy Office to design and write a strategic vision document for JPL
- For the third year in succession, designed, edited, and produced an award-winning *JPL Annual Report*
- Quadrupled the access speed and storage capacity of the Photolab image server and enhanced the server's secure-backup and power-outage-protection capabilities
- From April 2008 to July 2011, captured more than 1,000,000 high-resolution images (over 14 terabytes of image data) of Mars Science Laboratory assembly activities
- Provided documentation support to two proposals (one Discovery, one Explorer) that have advanced to Step 2
- For the second year in succession, cleared over 5,500 technical documents and websites for public release



Section Highlights and Challenge

Highlights (cont'd)

- In FY 2011, increased volume and revenues of commercially printed (GPO) products by more than 10 percent over FY 2010
- In January 2012, will implement NASA-wide ACES contract for copiers and multifunctional devices (MFDs); includes more than 200 networked machines
- Expanded expertise to include HTML5, WordPress, and cgi-scripting; focused on online surveys, search engines, data management, and conference websites
- Redesigned JPL-internal section website

Challenge

- Increasing the business base and improving capabilities within a tight budgetary environment



Technical Information Section

Home
Services
Resources
FAQs
Information Release
RDO Schedule
Division 27



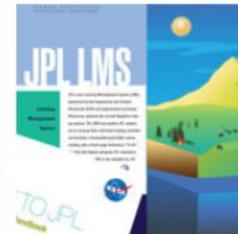
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- Meeting support
- Proposal preparation
- Document review services
- Graphic design
- Website development
- Photography and imaging
- Forms maintenance
- Commercial printing
- Duplicating
- Office copiers

As JPL's institutional publishing resource, providing you with proven, expert service is our goal. Let us help you tell your story....

Web Curator: Sunjay Moorthy
Webmaster: Kirk Munsell
Updated: Oct. 11, 2011





Images of 2011

