



DEPARTMENT OF DEFENSE
6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000

July 7, 2005

CHIEF INFORMATION OFFICER

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTOR, NATIONAL RECONNAISSANCE OFFICE
DIRECTORS OF THE DOD FIELD ACTIVITIES
CHIEF INFORMATION OFFICERS OF THE MILITARY
DEPARTMENTS
OFFICE OF THE SECRETARY OF DEFENSE CHIEF
INFORMATION OFFICER

SUBJECT: Department of Defense Chief Information Officer Executive Board Charter

The Department of Defense (DoD) Chief Information Officer (CIO) Executive Board Charter (attached) has been amended to reflect organizational changes that require a revision to the DoD CIO Executive Board membership. The changes are: 1) addition of the Office of the Secretary of Defense Chief Information Officer (OSD CIO) as a voting member; and 2) combining the two original Air Force member seats into one: the Office of Warfighting Integration and Chief Information Officer, Department of the Air Force (Air Force CIO).

The change in membership is effective immediately. Questions regarding operation of the Board may be directed to Ms Ellen Law at (703) 604-1489 x129, Ellen.Law@osd.mil.

Priscilla E. Guthrie
Deputy Assistant Secretary of Defense
(Deputy CIO)

Attachment:
As stated



Charter
Department of Defense (DoD)
Chief Information Officer (CIO) Executive Board

A. Purpose and Scope.

The DoD CIO Executive Board (hereinafter referred to as the "Board") is the principal DoD forum to advise the DoD CIO on the full range of matters pertaining to subtitle III of title 40, United States Code (hereafter referred to as "subtitle III", formerly division E of the Clinger-Cohen Act of 1996 (CCA)), the Global Information Grid (GIG), and the enterprise information environment (hereafter referred to as EIE). The Board will also coordinate implementation of activities under subtitle III, and exchange pertinent information and discuss issues regarding the GIG, to include the EIE, DoD information management (IM) and information technology (IT).

The GIG is the globally interconnected, end-to-end set of information capabilities, associated processes and personnel for collecting, processing, storing, disseminating and managing information on demand to warfighters, policy makers, and support personnel. The GIG includes all owned and leased communications and computing systems, and services, software (including applications), data, security services and other associated services necessary to achieve Information Superiority. It also includes National Security Systems as defined in section 5142 of subtitle III. The GIG supports all DoD, National Security, and related Intelligence Community (IC) missions and functions (strategic, operational, tactical and business), in war and in peace. The GIG provides capabilities from all operating locations (bases, posts, camps, stations, facilities, mobile platforms and deployed sites). The GIG provides interfaces to coalition, allied, and non-DoD users, and systems.

The EIE is the common, integrated computing and communications environment of the GIG. The EIE is composed of GIG assets that operate as or that assure local area networks, campus area networks, tactical networks, operational area networks, metropolitan area networks and wide area networks. The EIE is also composed of GIG assets that operate as or that assure end user devices, work stations and servers that provide local, organizational, regional or global computing capabilities. The EIE includes all software associated with the operation of EIE assets and the development environments and user productivity tools used in the GIG. The EIE includes a common set of Enterprise services, called Core Enterprise Services, which provide awareness of, access to and delivery of information on the GIG.

In the context of managing the DoD's portfolios of GIG investments, the DoD has four major categories of mission areas – the Warfighter Mission Area, the Business Mission Area, the National Intelligence Mission Area and the EIE Mission Area (EIEMA). The EIEMA portfolio enables the functions of the other mission areas, and encompasses all communications, computing and core enterprise service systems, equipment, or software that provides a common information capability or service for enterprise use. EIEMA is the DoD portfolio of programs, projects and systems that deliver the EIE.

The primary mission of the Board is to advance the DoD's goals in the areas of IM, information interoperability and information assurance between and among Defense components. The Board will coordinate with the IC CIO Executive Council through established processes on matters of mutual interest.

B. Board Functions.

- 1) Management Oversight. Recommend, review and advise the DoD CIO on overall DoD IM, IT, GIG, EIE, and cross-mission area governance, policy, processes, procedures and standards. Oversee all aspects of the GIG to support the DoD's mission areas. This includes the collaborative development of DoD enterprise and related IT architectures, related compliance reviews, management of all IT as a portfolio of investments; collaborative development of planning guidance for the operation and use of the GIG, and identification of opportunities for cross-functional, cross-component, and cross-mission area cooperation in IM and in using IT. Provide advice on the vision, goals and strategies for cross-mission area governance and the EIEMA.
- 2) Architecture Management. Ensure the collaborative development of architectures as specified in subtitle III, including EIE architecture, and ensure that processes are in place to enforce their standardized use, management, and control. Ensure alignment and integration of DoD architectures, and ensure the EIE architecture supports the other mission area architectures so that necessary capabilities are achieved. Align IT portfolios with the GIG.
- 3) EIEMA Domain Oversight. In support of and in alignment with the GIG, recommend, review and advise the CIO on EIEMA Domain oversight issues, review EIEMA domain plans and processes; and resolve EIEMA cross-domain issues.
- 4) Systems Engineering. Make recommendations to the Chair to ensure that:
 - a. Decisions are informed by performance-oriented, end-to-end systems engineering analyses, studies, modeling and simulation performance analysis, and other appropriate activities to optimize the enterprise capabilities in support of mission area needs;
 - b. End-to-end performance standards are achieved as a result of overall systems engineering;
 - c. Policies and processes are developed and instituted to enable the net-centric capabilities defined for the GIG;
 - d. Systems engineering bodies are consulted and systems engineering activities are properly performed;
 - e. Systems engineering recommendations are included as part of a balanced approach that includes architecture, portfolio management, and other management tools

- 5) Interoperability, Information Assurance, and Communications and Computing Infrastructure Reviews. The Board, via the DoD CIO, may forward its recommendations on JCIDS documents developed by other sponsors to the Functional Capabilities Boards to identify opportunities for cross-component utilization and harmonization of capabilities. This applies to programs or potential programs where the Board believes there are potential interoperability, net-centric, information assurance and communications, computing infrastructure, and enterprise service impacts. The Board will coordinate with the Information Assurance Senior Leadership Group (IASL) or its equivalent on IA matters.
- 6) Performance Measures. Recommend and promote results-based performance measures and best practices that strengthen and optimize links between IM, the EIEMA, and DoD missions, and improve DoD mission performance.
- 7) Acquisition Process.
 - Enforce a portfolio review process for all IM and IT programs;
 - Resolve program synchronization, and standardization issues resulting from program, portfolio, and cross-Mission Area reviews;
 - Resolve issues elevated for resolution by the IT Overarching Integrated Product Team;
 - Recommend to the appropriate Milestone Decision Authority whether to approve, modify or terminate a program; and
 - Recommend appropriate IT program and acquisition issues to be taken to the appropriate Defense acquisition bodies.
- 8) Resource Allocation Process. Recommend measures to strengthen integration of the IT capital planning and investment process with the DoD's Planning, Programming, Budgeting and Execution (PPBE) process. In addition, review DoD IT funding, to include all IT portfolios and program issues, and make recommendations on investment priorities and resources alignments in the context of the PPBE.
- 9) Planning. Review and advise on the DoD Information Resources Management Strategic Plan (IRMSP) that states the DoD IM vision, goals and objectives, and strategies to accomplish the goals, and facilitate alignment and integration of the IRMSP with the Strategic Planning Guidance (SPG).
- 10) Waivers. Periodically review and validate the process to ensure waiver authority is retained or delegated to the appropriate level.
- 11) Human Resources Management. Recommend and support methods and tools for recruiting, retaining, and training IM and IT personnel across the DoD.
- 12) Other Business. At the option of the Chair with advice of the Board, address any areas and issues not specified above.

C. DoD CIO Executive Board Composition.

- 1) Board Chair. Department of Defense, Chief Information Officer (DoD CIO).
- 2) Board Members.
 - a) Chief Information Officer, Department of the Army (Army CIO);
 - b) Chief Information Officer, Department of the Navy (DoN CIO);
 - c) Office of Warfighting Integration and Chief Information Officer, Department of the Air Force (Air Force CIO);
 - d) Chief Information Officer, Joint Staff;
 - e) Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L));
 - f) Under Secretary of Defense for Policy (USD(P));
 - g) Under Secretary of Defense (Comptroller) (USD(C));
 - h) Under Secretary of Defense for Personnel and Readiness (USD(P&R));
 - i) Under Secretary of Defense for Intelligence (USD(I));
 - j) Assistant Secretary of Defense for Networks and Information Integration (ASD(NII));
 - k) Director, Program Analysis and Evaluation (Director, PA&E);
 - l) Director C4, Marine Corps/DoN Deputy Chief Information Officer (US Marine Corps);
 - m) DoN Deputy Chief Information Officer (US Navy);
 - n) Director, Command, Control, Communications and Computers, Joint Staff (J-6);
 - o) Office of the Secretary of Defense Chief Information Officer (OSD CIO);
 - p) Chief Information Officer, Intelligence Community (IC CIO);
 - q) Chief Information Officer, U. S. Joint Forces Command (USJFCOM);
 - r) Chief Information Officer, U. S. Strategic Command, NetOps, (USSTRATCOM); and
 - s) Deputy Chief Information Officer, DoD (Deputy DoD CIO);
- 3) Executive Secretary. Deputy DoD Chief Information Officer.
- 4) Security Advisor. Director, National Security Agency.
- 5) Technical Advisor. Director, Defense Information Systems Agency.
- 6) Military Intelligence Advisor. Director, Defense Intelligence Agency.
- 7) Legal Advisor. DoD General Counsel.

- 8) Other Attendees. At the option of the Chair, other individuals may be invited to attend, observe or contribute to meetings and activities.

D. Chair's Responsibilities.

- 1) Call and chair Board meetings.
- 2) Approve agendas.
- 3) Present and represent positions of the Board.
- 4) Assign actions and tasks.
- 5) Convene and assign teams to perform specific tasks or develop specific products needed by the Board.
- 6) Resolve other issues as required.
- 7) Seek Board consensus on issues before the Federal CIO Council (established under Executive Order No. 13011, July 16, 1996, "Federal Information Technology").
- 8) Approve minutes.

E. Members' Responsibilities.

- 1) Identify and nominate agenda items and issues to the Chair for Board consideration.
- 2) As offices of principal responsibility (OPRs), sponsor items and issues for meetings, including preparation of position papers and read-ahead materials, and presentation of briefings.
- 3) Represent their organizations' positions with regard to Board issues.
- 4) Convey and support the positions and decisions of the Board to their organizations.
- 5) Execute actions and tasks as directed by the Chair.
- 6) Ensure their organizations are represented on appropriate Board subordinate bodies.
- 7) Joint Staff will work with the Board's Executive Secretariat to arrange timely reviews of specific programs requested by DoD CIO (see B.5) above).
- 8) Keep the Board apprised of relevant and significant matters arising from but not limited to discussions of the IC CIO Executive Council, Joint Requirements Oversight Council (JROC), the Defense Acquisition Board (DAB), and other related groups.
- 9) Review minutes.

F. Executive Secretary's Responsibilities.

- 1) Propose issues and processes to support the functions of the Board. Conduct reviews of architectures, requirements, resource allocations, acquisitions, and waivers as directed by the DoD CIO or the Board.
- 2) Provide advice and counsel to the Chair on Board matters.
- 3) At the direction of the Chair, formulate, research, and present DoD CIO issues before the Board.
- 4) Structure issues and ensures proper representation on items before the Board.
- 5) Announce and produce meetings at Chair's direction.
- 6) Ensure all security rules and regulations regarding classified meetings and documents are followed.
- 7) Assemble, prepare, and distribute material on matters under consideration by the Board at least four working days in advance.
- 8) Disseminate specific requirements for data and other actions on behalf of the Board.
- 9) Disseminate to appropriate DoD officials, decisions reached by the Board Chair/Board.
- 10) Monitor and track follow-on actions taken to ensure that decisions reached and assignments made by the Board Chair/Board are implemented properly, including preparation of DoD issuances.
- 11) Prepare and distribute minutes of Board meetings.
- 12) Maintain and safeguard records and ensure their appropriate disposition.
- 13) Maintain liaison to the bodies defined in Section H.
- 14) Support and coordinate the activities of the Board's subordinate bodies.
- 15) Compile and maintain contact lists for Board members and their coordinating staffs.

G. Advisors' Responsibilities.

- 1) Provide advice on technical, security, military intelligence and legal matters as directed by the DoD CIO and the Board.
- 2) Perform studies and analyses as directed by the DoD CIO and the Board.

H. Related Entities and their Roles and Responsibilities are listed in Attachment 1.

Related Entities and their Roles and Responsibilities:

- 1) The Enterprise Information Environment Mission Area Steering Group (EIEMA SG) is chartered by the DoD CIO Executive Board and reports directly to the DoD CIO through the DoD CIO Executive Board. The EIEMA portfolio enables the functions of the other mission areas, and encompasses all communications, computing and core enterprise service systems, equipment, or software that provides a common information capability or service for enterprise use. EIEMA is the DoD portfolio of programs, projects and systems that deliver the EIE.
- 2) The Defense Resources Board (DRB) and Program Review Group (PRG) are the DoD's senior boards for adjudicating resource allocations.
- 3) The JROC assesses the priority of joint military requirements to meet the national military strategy, considers alternatives to any acquisition program by evaluating the cost, schedule, and performance criteria of the program and ensures the assignment of such priorities conforms to and reflects resource levels projected by the Secretary of Defense through the SPG.
- 4) The DAB is the DoD's senior board for major acquisitions, Acquisition Category I (ACAT I), and special interest programs.
- 5) The Military Communications-Electronics Board (MCEB) is an issue resolution, coordination and prioritization body for command, control, communications and computer issues. The MCEB assists the DOD CIO for IT interoperability issues, and the MCEB Chair represents MCEB action to the CIO Board.
- 6) The IT Overarching Integrated Product Team (IT OIPT) provides assistance, oversight and review of all ACAT IA acquisition and special interest IT programs.
- 7) GIG Waiver Board and Panel provide a formal management structure for all GIG waivers and appeals. The GIG Waiver Panel/Board reports directly to the DoD CIO with recommendations for approval of temporary GIG waivers.
- 8) The Federal CIO Council is a forum to improve agency practices related to the design, acquisition, development, modernization, use, sharing, and performance of federal government information resources.