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THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON
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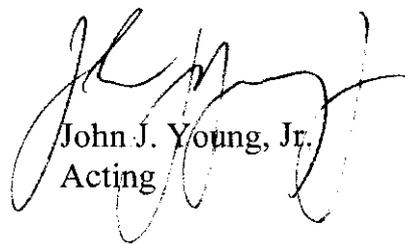
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: 2007 Revision to the Chemical/Biological Defense Program (CBDP)
Implementation Plan

The attached subject revision updates the original 2003 CBDP Implementation Plan with its 2006 amendment and focuses on the CBDP management system. The primary goal of this revision is to establish an appropriate balance of OSD oversight while taking into account the unique nature of the CBDP. The objective of this review process is to ensure OSD has an effective mechanism to assess program health and ensure a coordinated and integrated CB defense investment strategy.

The Sentinel System methodology is no longer in effect and the use of Working-Level Integrated Process Teams has been modified. The Overarching Integrated Process Team will serve as a single-tiered CBDP Defense Acquisition Board (DAB)-like process to support Defense Acquisition Executive oversight. The CBDP remains a Special Interest program, in accordance with congressional mandate, and this revision will satisfy the legislative intent of the 50 USC 1522 to exercise oversight over the CBDP through a DAB-like process.

My point of contact is Mr. Robert Everson at 202-761-0461.


John J. Young, Jr.
Acting

Attachment:
As stated



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CHEMICAL BIOLOGICAL DEFENSE PROGRAM TEST AND EVALUATION
EXECUTIVE

**Implementation Plan for the Management of the Chemical-Biological Defense Program
REVISION – August 2007**

The following paragraphs replace only the corresponding paragraphs in section 3 of the Chemical Biological Defense Program Implementation Plan dated April 2003:

3. Roles and Responsibilities.

3.1.2 ATSD (NCB)

- 3.1.2.13. Serve as the primary OSD point of contact for CBDP Interagency working groups and committees on Chemical-Biological related issues.
- 3.1.2.15. Oversee USD(AT&L) CB defense related issues dealing with all combating Weapons of Mass Destruction missions of the Department of Defense.
- 3.1.2.19. Serve as the primary OSD point of contact for the CBDP on working groups and committees within the International CB Defense community.
- 3.1.2.20. Serve as the OSD principal point of contact, responsible for the overall policy integration of chemical, biological, radiological, and nuclear defense (CBRND) doctrine, education, training, and exercises; and for the integration of the DoD CBDP medical and non-medical programs.

3.5. JPEO-CBD.

- 3.5.4. Exercise year of execution below threshold reprogramming authority and recommend above threshold reprogramming authority for all assigned programs.
- 3.5.6. Oversee the development, coordination, and commitment to an acquisition program baseline and ensure immediate reporting to Special Assistant (Chemical Biological Defense and Chemical Demilitarization Programs) (SA(CBD&CDP)), and inform JRO and the Executive Agent of all imminent and actual breaches of approved baselines. In addition, ensure development of a recovery plan.

3.6. DTRA.

- 3.6.1.4. Exercise year of execution below threshold reprogramming authority and recommend above threshold reprogramming authority for all S&T programs.

The following paragraphs replace only the corresponding paragraphs in sections 4 and 8 of the (change 1) Revision to the Chemical Biological Defense Program Implementation Plan dated June 2006:

4. Overarching Integrated Process Team (OIPT) Process/Working Level Integrated Process Team (WIPT) Process.

4.1. USD (AT&L) will use an OIPT as the single-tiered oversight group to perform the DAB-like process to support DAE oversight. Additionally, the CBDP will use a separate Oversight Group for ACTDs.

(Note: Figure 1 on WIPT structure is deleted)

4.2.1 Provide the DAE with an integrated program assessment on a quarterly basis to support the semiannual OIPT schedule.

4.3.20 USA (Executive Agent)

4.4 Quarterly reports will be submitted by JRO, JSTO, JPEO, and CBDP T&E Executive with the intent to identify issues for resolution or elevate issues to the OIPT in a timely manner. Specific issues identified by the OIPT can be determined and requested prior to the OIPT DAB-like process. WIPTs, besides the ones identified in para. 4.4.1., may be formed by OIPT members to address specific issues and will only convene as required to resolve and/or elevate issues to the OIPT in a timely manner.

4.4.1 Specific WIPTS are as follows:

4.4.1.1 A special Working Level Integrated Process Team (WIPT) for the Transformational Medical Technology Initiative (TMTI) will be maintained in the CBDP, in accordance with the TMTI Implementation Plan signed by the Deputy Secretary of Defense on December 27, 2006.

(Note: 4.4.1.1 and 4.4.1.4 on S&T and JPEO Advanced Development WIPTS from the 2006 Revision to the Implementation Plan are deleted, and 4.4.1.1 through 4.4.1.3 from the 2003 Implementation Plan are deleted that respectively address S&T, T&E, and JRO WIPTS)

8. Defense Acquisition Executive (DAE) Oversight Processes and Procedures for the CBDP

8.1. Consistent with 50 USC 1522, USD (AT&L) will provide oversight of the CBDP through a single-tiered OIPT process similar to the Defense Acquisition Board.

8.1.1. IAW the May 9, 2006 DAE memo, the "Sentinel Systems" intended to measure performance of CBDP functional areas remains suspended, the full Milestone Decision Authority for all CBDP programs are the responsibility of the Army Acquisition

Executive, except as designated by the USD(AT&L), and the CBDP remains a Special Interest Program IAW DoDI 5000.2.

- 8.1.2. The DAE DAB-like process for oversight will consist of the semi-annual Overarching Integrated Process Team (OIPT) chaired by the SA(CBD&CDP), and will serve as the mechanism to comply with section 1522 of title 50 United States Code.
- 8.1.3. Program status, resolution of cross-cutting and significant issues, and overall CBDP performance measured by specified metrics will be the general focus of the OIPT.
- 8.1.4. Preliminary OIPT meetings needed for shaping the scope and way ahead for specific issues will be convened as required by the SA(CBP&CDP) prior to an OIPT meeting with agendas structured around the resolution of significant program and cross-cutting issues, issues identified by the SA(CBD&CDP), and any significant issues raised by the quarterly reports of the CBDP component executives.

8.2 Implementation Goal.

- 8.2.1. The primary implementation goal is to provide an appropriate balance of OSD oversight while taking into account the unique nature of the CBDP.
 - 8.2.1.1. The general purposes of the CBDP semi-annual review process are to support the overall National Security and Military Strategies of the United States Government and the strategic decisions and directives of the Department of Defense with respect to applicable areas of responsibility for Combating Weapons of Mass Destruction and overall Force Protection.
 - 8.2.1.2. The intent of the single-tiered OIPT review process is to ensure OSD has an effective mechanism to assess program health and ensure a coordinated and integrated CB defense investment strategy

8.3. USD (AT&L) Framework for OSD Oversight of the CBDP.

- 8.3.1. OSD oversight for the CBDP will be implemented through a focused semi-annual review process, utilizing a single-tiered OIPT. Membership of the OIPT is defined in paragraphs 4.1 to 4.3 of the April 22, 2003, "Implementation Plan for the Management of the CBDP." The review process will utilize the quarterly reports from CBDP Components, and a quarterly Transformational Medical Technologies Initiative WIPT. The quarterly reports feeding into the single-tier OIPT will refine the oversight process and are intended to set the stage for greater CBDP enterprise-level improvements, with a focus on CPI implementation within a structure of goals that are aligned to warfighter-driven, outcome-based metrics.

8.3.3 OIPT/Functional Area Assessment Metrics.

8.3.3.1. Common Reporting Requirements:

- 8.3.3.1.1. Financial Management Metrics. Obligation and expenditure rates for current and prior fiscal years.
- 8.3.3.1.2. Potential Cross-Cutting Issues. A cross-cutting issue is defined as a topic that cannot be addressed in the context of a single program or that relates to two or more elements of the CBDP, or to specific CBDP goals, that if addressed by the OIPT will provide specific results or benefits; or other significant issues requiring OIPT discussion.
- 8.3.3.1.3. Reprogramming of Funds. As the CBDP funds manager, the Defense Threat Reduction Agency will provide the Office of the SA(CBD&CDP) an immediate notification of all funds reprogramming that identify dollar amount, losing projects, gaining projects, and rationale for action.
- 8.3.3.1.4. Transparent Data. Achieving transparent data and information management through timely database maintenance and accurate reporting are essential to improve integration and coordination across the CBDP.

8.3.3.2. Joint Requirements Office:

- 8.3.3.2.1. Operational Requirements Metrics. Current listing and status of in-process Joint Capabilities and Integration Development Systems documents that have been approved, those pending approval, and those that need to be developed with an estimate of when they will be approved.
- 8.3.3.2.2. Requirements Changes. Current listing and status of requests for change in key performance parameters.
- 8.3.3.2.3. Risk Management Metrics. Provide Impact Assessments on user community and Program Objective Memorandum profile of any APB breaches and current listing and status of any potential Urgent Operational Needs.

8.3.3.3 Joint Science and Technology Office:

- 8.3.3.3.1. Science and Technology Metrics. Approved and pending Technology Transition Agreements with the Joint Program Executive Office – Chemical and Biological Defense. Dates of transitions completed in previous quarter, and projected dates and status of transitions scheduled within the next 12 months.

8.3.3.3.2. Risk Management Metrics. Assessment of projects scheduled for transition in the next fiscal year. Assessment will include the Technology Readiness Level, level of technology risk, cost, schedule, and performance.

8.3.3.4 CBDP Test and Evaluation (T&E) Executive:

8.3.3.4.1. Provide the status of the Director, Operational Test and Evaluation Oversight Systems. Highlight key findings of Operational Test results published within the quarter. Also, identify the following T&E metrics within the quarter:

8.3.3.4.2 Common Joint Service T&E standards and processes approved, pending approval, and those that need to be developed with an estimate for when they will be complete (approved).

8.3.3.4.3. Designations approved and pending for lead Operational Test Agency.

8.3.3.4.4. Joint Test Support Packages reviewed, approved, or waived.

8.3.3.4.5. Risk Management Metrics. Assess test planning documentation of any programs scheduled for an Operational Test event in the next two quarters in Budget Activity 5.

8.3.3.5 Joint Program Executive Office:

8.3.3.5.1 Acquisition Program Baseline (APB) Management. Immediate notification of APB breaches to the SA(CBD&CDP) and inform the JRO and the Executive Agent when any of the following parameters are breached in an approved APB Agreement: cost, schedule, or performance.

8.3.3.5.2. Defense Acquisition Executive Summary (DAES) Status. The SA(CBD&CDP) will monitor the Acquisition Status Reports and Monthly Acquisition Status Reviews to maintain general situational awareness of overall program status.

8.3.3.5.3. DoD 5000 Compliance Metrics. A quarterly assessment of how well each acquisition program meets programmatic maturity criteria for its current phase in the Defense Acquisition Management Framework. Attach the monthly programmatic maturity assessment from the last month of the quarter to the quarterly report.

8.3.3.5.4. Risk Management Metrics. Identify planned risk mitigation actions upon notification of APB breaches or identification of any Technology Transition Agreements at risk. The Milestone Decision Authority will announce risk mitigation actions at Milestone reviews.

8.3.4. Notification Requirements for Advanced Development Projects. The JPEO will provide immediate written notification to the ATSD(NCB) through the SA(CBD&CDP) and inform the JRO and the Executive Agent when any advanced development or procurement effort experiences an approved Acquisition Program Baseline (APB) breach with respect to cost, schedule, or performance. The notification must include an explanation of cause and provide a summary of planned actions and recommendations to recover.

(Note: 8.3.4.1 through 8.3.4.3 designating cost, schedule, and performance parameters are deleted)

8.3.5. Notification Requirements for Reprogramming of Funds or Requirements Changes.

8.3.5.1. The funds manager will post the changes to the Program Status Report (PSR) and provide a notification to SA (CBD & CDP).

8.3.5.2. The notification must identify dollar amount, losing projects, and gaining projects. The JRO will inform JSTO, JPEO, and T&E Executive and the SA(CBD&CDP) of KPP changes and rationale for changes in accepted performance levels along with risks and operational impacts, using existing Functional Capabilities Board, Joint Capabilities Board, and JROC processes.

8.3.7. Single Tiered Responsibilities.

8.3.7.2 Meeting Management. The agenda of the semi-annual meetings will be shaped by the CDBP component quarterly reports, results of the mid-year budget execution review, and OIPT member requests. Mandatory agenda items will consist of the POM submission and any program re-baselines. Any additional meetings besides the two semi-annual meetings will be announced by the chairperson via separate correspondence. Proposed agendas and read ahead materials will be distributed to OIPT members approximately 30 days prior to regularly scheduled meetings.