

JOINT ACQUISITION eBUSINESS OVERSIGHT BOARD CHARTER

I. Name

The Joint Acquisition eBusiness Oversight Board (JAEBOB).

MAR 28 2003

II. Purpose

This charter outlines the JAEBOB's authority, membership, responsibilities, meeting procedures, and decision-making procedures as they relate to defining the functional requirements of Acquisition Domain within DoD. The JAEBOB approves functional requirements for Acquisition Domain programs and advises the Acquisition Governance Board (AGB) on joint deployment issues, integration with other functional areas, paperless contracting issues, and business strategies for the Acquisition Domain.

The goals of the JAEBOB are to:

- Recommend guidelines and standards (e.g., constraints, processes, and products) to the AGB that will be used within the Acquisition Domain portfolio;
- Review and approve functional, system and technical requirements recommendations for DoD Joint Acquisition Domain programs/initiatives;
- Review and approve functional, system and technical requirements of Service/Agency-specific Acquisition Domain programs/initiatives and provide compliance recommendations to the AGB.

For purposes of this charter, a functional requirement is defined as a functional description of a desired capability for one or more of the programs identified as part of the DoD Acquisition Domain portfolio. Such requirements may include defining: 1) functionality for new programs, 2) new functionality to be added to an existing program's approved functional requirements baseline, or 3) modifications to existing functional descriptions.

III. Authority

Pursuant to the authority of the Director, Defense Procurement and Acquisition Policy (D, DPAP), the Principal Staff Assistant and functional sponsor who manages the Acquisition Domain environment, the Acquisition Domain portfolio, and all Programs therein, this charter establishes the JAEBOB for DoD Acquisition Domain.

IV. Membership

The JAEBOB shall consist of the following DoD Acquisition representatives:

- A. Chairperson – Deputy Director, eBusiness (DPAP)
- B. The JAEBOB board consists of senior representatives with Acquisition Domain responsibilities from the following Services and Agencies:
 - a. United States Army Contracting Agency
 - b. United States Navy (Acquisition Management)
 - c. United States Air Force (Acquisition)
 - d. Defense Contract Management Agency
 - e. Acquisition Technical and Supply Directorate, Defense Logistics Agency
 - f. Acquisition, Logistics, and Facilities, Defense Information Systems Agency
 - g. Contracting, Missile Defense Agency
 - h. Defense Procurement and Acquisition Policy (eBusiness), also serving as Executive Secretary
- C. Associate Members include:
 - a. Service C3I Representatives
 - b. Defense Finance and Accounting Service (DFAS) Representative
 - c. Service Logistics Representatives
- D. Personnel from eBusiness programs within the Acquisition Domain (e.g., Standard Procurement System, Wide Area Workflow) as needed to support the JAEBOB meeting agenda. The executive agent or Program Executive Office for the program(s) will be provided the agenda in advance and will identify and request the attendance of the proper personnel, which could include:
 - a. The chairperson of each Service/Agency Acquisition Domain Program's working level Joint Requirements Board (JRB); or
 - b. A Program manager and/or deputy program manager; or
 - c. A Technical, configuration control or contract management team chief; or
 - d. An Action Officer.

V. JAEBOB Responsibilities

The JAEBOB has the following responsibilities:

- A. Interface between the working level Acquisition Requirements Boards (RBs), technical working groups, and the AGB;

- B. Review and approve Acquisition Domain initiatives that will be included in the DoD Acquisition Domain portfolio and that are consistent with the defined guidelines and standards. Issues that cannot be resolved by the JAEBOB will be forward to the AGB for a decision;
- C. Review and approve functional requirements for joint DoD programs in the Acquisition Domain portfolio. Issues that cannot be resolved by the JAEBOB will be forward to the AGB for a decision;
- D. Review program cost, schedules, risk assessments, and program impacts for new or modified functional requirements of existing Service/Agency-specific programs. In the event that requirements are not satisfied, the JAEBOB will make compliance recommendations to the AGB;
- E. Resolve issues related to functional design requirements as recommended by the working level RBs;
- F. Review and approve all changes and validating priorities assigned by the working level RBs;
- G. Review and approve joint DoD requirements for programs in the Federal eGovernment portfolio such as Integrated Acquisition Environment (IAE);
- H. Establish technical and functional working groups as necessary to complete assessments;
- I. Provide regular updates on Service/Agency Acquisition Domain portfolios to the JAEBOB chairperson;
- J. Convene on a regular scheduled basis.

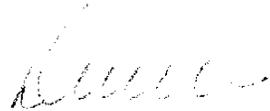
VI. Meeting Procedures

JAEBOB meetings will be convened weekly or as otherwise needed by the JAEBOB chairperson. The JAEBOB chairperson will provide the agenda and all other necessary materials to the members. The JAEBOB meetings will be open to participation and input by other organizational representatives, as appropriate to the agenda. Meeting minutes, a list of open issues and action items, and status reports will be provided.

VII. Decision Making Procedures

JAEBOB decisions shall be reached by achieving a majority consensus on issues. The Chairperson and each Senior representative from the Services/Agencies identified in Section IV is a voting member. Associate members can voice their input however they are not voting members. Should a conflict arise regarding governance of Acquisition Domain activities, the JAEBOB chairperson shall set forth a plan of resolution that may include engagement of the AGB.

ISSUED BY:



Deidre A. Lee
Director, Defense Procurement and Acquisition Policy