



OFFICE OF THE SECRETARY OF DEFENSE  
WASHINGTON, DC 20301



## ACQUISITION GOVERNANCE BOARD CHARTER

### I. Name

The Acquisition Governance Board (AGB).

### II. Purpose

This charter establishes the AGB and outlines its authority, membership, responsibilities, meeting procedures, and decision-making procedures as they relate to the governance of the Acquisition Domain.

The goals of the AGB are to:

- Provide strategic direction for the Acquisition Domain;
- Establish Acquisition Domain guidelines and standards for DoD to create an efficient, effective, seamless and collaborative acquisition process;
- Manage the Acquisition Domain portfolio, which will contain all DoD Acquisition-related systems;
- Ensure the alignment of information technology capital investments with business goals as required by the Clinger-Cohen Act, Federal and DoD architecture framework specifications, and acquisition regulations;
- Review, approve, and enforce architecture specifications (e.g., standards, constraints, guidelines, processes, and products) for use within the Acquisition community;
- Provide oversight and governance to DoD Joint Acquisition Domain programs/initiatives;
- Review Service/Agency-specific Acquisition Domain programs/initiatives to ensure guidelines and standards are met and that the funding stream is continued.

### 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, the Acquisition Domain portfolio, and all programs therein, this charter establishes the AGB for DoD Acquisition Domain.

#### **IV. Membership**

The AGB shall consist of the following DoD Acquisition representatives:

- A. Chairperson – Director, Defense Procurement and Acquisition Policy
- B. Governance Board to include the following members:
  - a. Director, United States Army Contracting Agency
  - b. Deputy Assistant Secretary of the United States Navy (Acquisition Management)
  - c. Deputy Assistant Secretary (Contracting), Assistant Secretary (Acquisition), United States Air Force
  - d. Director, Defense Contract Management Agency
  - e. Executive Director, Acquisition, Technology and Supply Directorate, Defense Logistics Agency
  - f. Director for Acquisition, Logistics, and Facilities, Defense Information Systems Agency
  - g. Deputy for Contracting, Missile Defense Agency
  - h. Deputy Director, Defense Procurement and Acquisition Policy (eBusiness), also serving as Executive Secretary
- C. Associate Members to include:
  - a. Deputy Director, Acquisition Resources and Analysis
  - b. Assistant Secretary of Defense, Command, Control, Communications & Intelligence (ASD(C3I)) Representative
  - c. Under Secretary of Defense (Comptroller) (USD(C)) Representative
  - d. Deputy Under Secretary of Defense (Logistics and Materiel Readiness (DUSD(LM&R)) Representative
  - e. Deputy Under Secretary of Defense (Installations and Environment DUSD(I&E)) Representative

#### **V. AGB Responsibilities**

The AGB is responsible for providing vision, guidance and decision-making for Acquisition Domain within DoD.

The AGB Chairperson is responsible for:

- A. Scheduling and presiding over AGB meetings;

- B. Facilitating the review and decision process by resolving conflicts or issues among the members;
- C. Establishing a standing working group known as the Joint Acquisition eBusiness Oversight Board (JAEBOB);
- D. Representing the AGB to senior executive level forums (e.g., Financial Management Modernization Program (FMMP), Office of Management & Budget (OMB), Procurement Executives Council (PEC), Chief Information Officer (CIO) Executive Board);
- E. Appointing an Executive Secretary to prepare and distribute AGB meeting agendas, decision memoranda, and meeting minutes.

The responsibilities of the members of the AGB are to:

- A. Represent their respective Services and Agencies on Acquisition Domain issues;
- B. Govern the Acquisition Domain;
- C. Resolve issues raised by the JAEBOB;
- D. Provide regular updates on their Service/Agency Acquisition Domain portfolio.

## **VI. Meeting Procedures**

Meetings shall occur on a monthly basis or as otherwise needed. The AGB chairperson will convene meetings. The chairperson shall provide a meeting schedule, publish agendas, minutes, and action items.

## **VII. Decision Making Procedures**

AGB decisions shall be reached by achieving a majority consensus on issues. The chairperson and Governance Board member identified in Section IV above are voting members. Associate members can voice their input; however, they are not voting members. Should a conflict arise regarding governance of acquisition domain activities, the AGB chairperson shall set forth a plan of resolution.

## **VIII. Effective Date**

This charter is effective March 14, 2003, and remains in effect until modified or rescinded.

VIII. Signatures

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E. C. Aldridge, Jr.  
Under Secretary of Defense (Acquisition,  
Technology and Logistics)

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Deidre A. Lee, Chairperson  
Director, Defense Procurement and  
Acquisition Policy, OUSD(AT&L)

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Robert E. Cowley, Rear Admiral, USN  
Deputy Assistant Secretary, United States  
Navy (Acquisition Management)

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Edward Harrington, Brigadier General, USA  
Director, Defense Contract Management  
Agency

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Evelyn M. DePalma  
Director for Acquisition, Logistics &  
Facilities, Defense Information Systems  
Agency

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Mark E. Krzysko  
Deputy Director, Electronic Business,  
OUSD(AT&L)/DPAP

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Sandra O. Sieber  
Sandra O. Sieber  
Acting Director, United States Army  
Contracting Agency

\_\_\_\_\_  
Charlie E. Williams  
Deputy Assistant Secretary  
(Contracting), Assistant Secretary  
(Acquisition), United States Air Force

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Claudia S. Knott  
Executive Director, Acquisition,  
Technology & Supply Directorate,  
Defense Logistics Agency

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Dan W. Mabey  
Deputy for Contracting, Missile Defense  
Agency