



THE ASSISTANT SECRETARY OF THE NAVY
(Research, Development and Acquisition)
WASHINGTON DC 20350-1000

APR 27 2006

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Revised Policy for DoN Systems Engineering Plan (SEP)
Review and Approval

ASN (RD&A) memorandum, Policy for DoN Systems Engineering Plan (SEP) Review and Approval of 6 June 2005, provided guidance to be implemented by Navy and Marine Corps Program Managers (PMs), Program Executive Officers (PEOs), Systems Commands (SYCOMs), and Direct Reporting Program Managers (DRPMs) for the development, review, and approval of program SEPs. That document is hereby cancelled and superseded by this memorandum.

I hereby delegate SEP approval authority to ASN (RD&A) Chief Engineer (CHENG) of ACAT(s) 1C, 1AC, and II and Special Interest programs. Additionally, I delegate SEP Component approval authority to ASN (RD&A) CHENG of ACAT 1D and 1AM programs for submission to USD(AT&L) and ASD(NII)/DoD CIO.

Programs will develop a SEP for review and approval for each milestone review to recognize that Systems Engineering practices are integral in the execution of our acquisition programs. Although there is no prescribed format for SEPs within the Defense Acquisition Guidebook, the OSD SEP Preparation Guide provides a recommended content. Navy and Marine Corps programs will use the instructions and forms in the following attachments to facilitate review and coordination.

My expectation continues to be that the Program Office lead or Chief Systems Engineer will have the primary role in developing the SEP. SYSCOM Technical Authorities and PEO Programmatic Authorities must also continue to ensure quality, completeness, and acceptable level of risk.

A handwritten signature in black ink that reads "Delores M. Etter".

Delores M. Etter

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Distribution:

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Copy to:

ASN (RD&A)
ASN (RD&A) CHENG

SEP Approval Matrix

Acquisition Category	Submitted by	Concurrence	Designated SEP Approval Authority	Designated Component Approval	Program MDA
ACAT 1D	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer		ASN RDA CHENG	USD (AT&L)
ACAT IAM	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer		ASN RDA CHENG	ASD(NII)/DoD CIO
ACAT IC	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer	ASN RDA CHENG		SECNAV or ASN(RD&A)
ACAT IAC	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer	ASN RDA CHENG		ASN(RD&A)
ACAT II	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer	ASN RDA CHENG		ASN(RD&A)
ACAT III	Program Manager/Lead System Engineer		MDA		PEO or DRPM or SYSCOM
ACAT IVT	Program Manager/Lead System Engineer		MDA		PEO or DRPM or SYSCOM
ACAT IVM	Program Manager/Lead System Engineer		MDA		PEO or DRPM or SYSCOM
Special Interest	Program Manager/Lead System Engineer	PEO or DRPM/Chief System Engineer	ASN RDA CHENG		ASN(RD&A)

PROGRAM NAME

SYSTEMS ENGINEERING PLAN (SEP)

VERSION

MILESTONE SUPPORTING

DATE

OSD APPROVAL

Milestone Decision Authority
or Designated SEP Approval Authority

DATE

SYSTEMS ENGINEERING PLAN (SEP)
FOR THE
PROGRAM NAME

VERSION

MILESTONE SUPPORTING

DATE

SUBMITTED BY

Lead or Chief Systems Engineer
PROGRAM NAME

DATE

Program Manager
PROGRAM NAME

DATE

CONCURRENCE

Lead or Chief Systems Engineer
PEO or Equivalent NAME

DATE

PEO or Equivalent
PEO or Equivalent NAME

DATE

SEP APPROVAL

ASN RDA CHENG

DATE

SYSTEMS ENGINEERING PLAN (SEP)
FOR THE
PROGRAM NAME

VERSION

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Program Manager
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CONCURRENCE

Lead or Chief Systems Engineer
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PEO or Equivalent
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DATE

CONCURRENCE

Lead or Chief Systems Engineer
PEO or Equivalent NAME

DATE

PEO or Equivalent
PEO or Equivalent NAME

DATE

COMPONENT APPROVAL

Designated Component Acquisition Executive
or Milestone Decision Authority

DATE