



DEFENSE INFORMATION SYSTEMS AGENCY

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DISA INSTRUCTION 100-50-18*

13 MAR 15

POLICIES

Governance and Management Construct for the Agency

- 1. Purpose.** This Instruction describes the governance and management construct for the Agency. It also advises of the requirement for specific charters necessary to guide Agency decisionmaking.
- 2. Applicability.** This Instruction applies to DISA activities.
- 3. Authority.** This Instruction is published in accordance with the authority contained in DoD Instruction 5000.02, Operation of the Defense Acquisition System, 7 January 2015, and DoD Directive 5105.19, Defense Information Systems Agency (DISA), 25 July 2006.
- 4. General.** The Agency governance construct, as depicted in enclosure 1, was developed around the DISA Development Flow, as identified in enclosure 2. Each governance structure is delegated its authority by the Director, DISA, to address specific issues as documented in their charters. There is a clear delineation of the governance structures and the subordinate management bodies which contributes to the Agency decisionmaking process. Communication between the governance structures and the management bodies involves effective synchronization and balance of the interests and objectives within and across various organizations to collectively support the Agency's mission.
- 5. Objectives.** The objectives of the chartered governance structures are detailed in enclosure 3. Generally, the objectives are as follows: (1) enable strategic and tactical alignment of enterprise services with Agency priorities and goals; (2) align the value and impact of enterprise service investments (dollars, human resources, and capital); (3) identify opportunities for improved enterprise service utilization; (4) ensure visible and transparent decisionmaking; (5) establish and sustain effective enterprise service policies; (6) establish performance measurements and identify risks; (7) satisfy statutory and regulatory compliance requirements; and (8) monitor performance, compliance, and progress against plans.
- 6. Governance Bodies.** The governance structures are the decisionmaking bodies which provide direction and guidance for the Agency with accountability ultimately lying with the Director, DISA. The responsibility of the top-two governance forums--Command and Capability Forums--is fundamentally two-fold: to ensure sustainability of the organization and to ensure the relevancy of Agency products and services to DoD and its warfighting community. Formal input into decisions is brought from subordinate enabling forums, such as groups, councils, and boards, to provide important information from which governance structures--Command and Capability Forums-- make decisions to align the Agency with its strategic plan.

7. **Senior Executive Forums.** Although not expressly denoted in the governance and management construct, the Director, DISA, maintains the right to call together a senior executive forum to discuss strategic priorities or other resource-related matters affecting mission support.

8. **Official Charters.** There are eight governance structures that require an official charter. The format for an official charter is provided at enclosure 4. Charters are signed by the by the respective governance structure Chair and Chief of Staff. Charters are validated biennially by the respective Chairs.

9. **Battle Rhythm Events.** Battle rhythm events denote events that are conducted to ensure routine operational activities support the Director's intent and are aligned to the strategic mission of the Agency. Battle rhythm events do not require an official charter.

10. **Quarterly Reviews.** The Chief of Staff will conduct quarterly governance reviews to identify shortcomings in any governance process, charter, or other enabling administrative function; such as, DISA issuances or policy. All Center and Fifth Estate Deputies shall attend scheduled reviews.

4 Enclosures a/s

MARK E. ROSENSTEIN
Colonel, USA
Chief of Staff

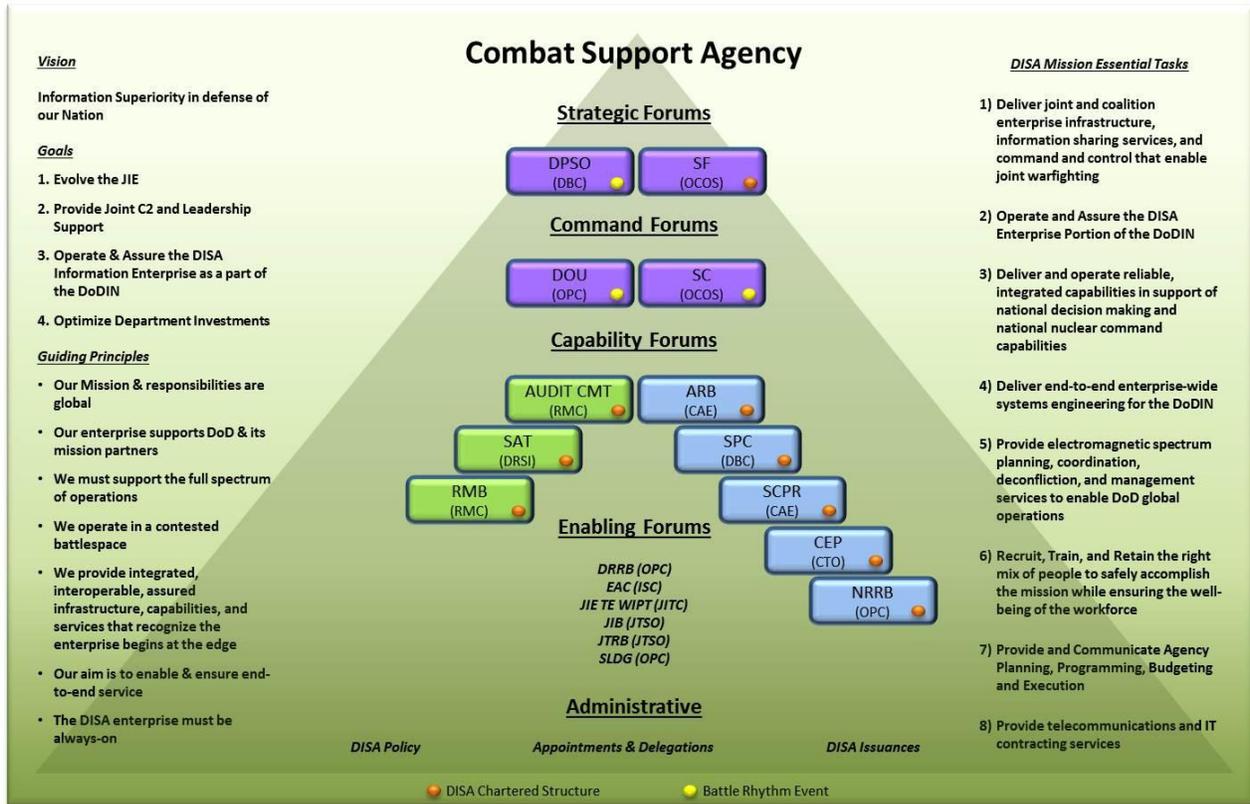
*This Instruction cancels DISAI 100-50-18, 24 March 2014, and must be reissued, canceled, or certified current within 5 years of its publication. If not, it will expire 10 years from its publication date and be removed from the DISA issuances postings.

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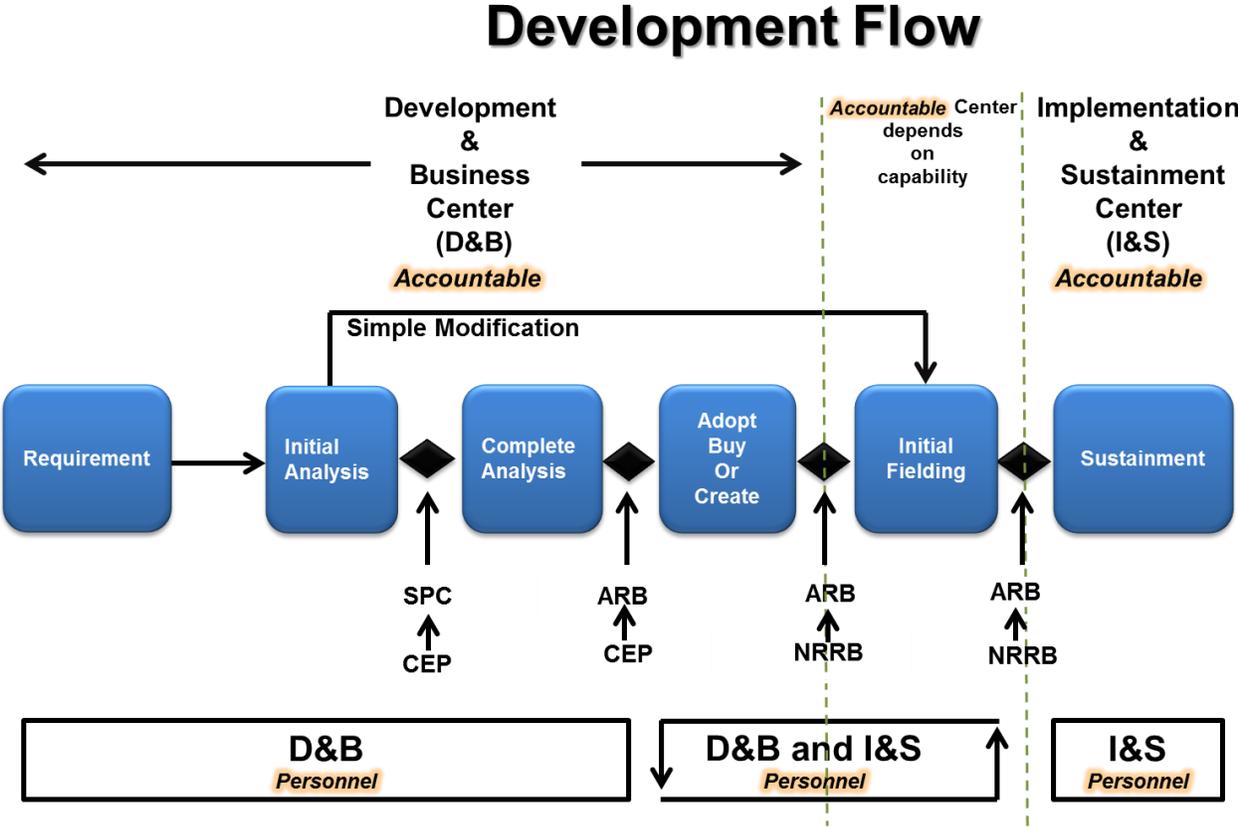
Enclosure 1

DISA GOVERNANCE AND MANAGEMENT CONSTRUCT



Acronyms	
ARB	Acquisition Review Board
CCIB	C2 Interoperability Board
CEP	Chief Engineering Panel
DRRB	Defense Readiness Review Board
DOU	Director's Operational Update
DPSO	Director's Product and Services Outlook
EAC	Enterprise Architecture Council
EXCOM	Executive Committee
IOSG	Interoperability Steering Group (DOD)
JIE TE WIPT	Joint Information Environment Test and Evaluation Working-level Integrated Product Team
JTRB	Joint Technical Review Board
JIB	Joint Implementation Board
NRRB	Netops Readiness Review Board
RMB	Resource Management Board
SAT	Senior Assessment Team
SC	Staff Call
SCPR	Strategic Capabilities Portfolio Review (Formerly IPR/QPR)
SF	Senior Forum
SLDG	Senior Leadership Decision Group
SPC	Service Portfolio Council

DEVELOPMENT FLOW



Enclosure 3

OBJECTIVES OF CHARTERED GOVERNANCE STRUCTURES

Acquisition Review Board (ARB). A decision forum chaired by the Component Acquisition Executive (CAE) to provide guidance, direction, coordination, and/or approval on selected acquisitions and procurements for programs, projects, services, enterprise services, initiatives, pilots, and other acquisition-related matters.

Audit Committee. Serves as a resource for the Director, DISA, on audit-related activities to assist DISA management in administering its oversight responsibilities in relation to the financial reporting process, the system of internal control, and the financial statement audit process.

Chief Engineering Panel (CEP). One of the set of senior forums comprising the third level of DISA's four-level structure of governance. The CEP is responsible for innovation and ensuring DISA maintains a forward-looking vision that inserts the latest technology, as appropriate, to meet DoD requirements; development of the Agency's technical strategy and architecture, and ensuring programs are aligned with the strategy and comply with the architecture.

NetOps Readiness Review Board (NRRB). A collection of representatives from organizations across DISA that forms a single body which oversees the NetOps Readiness Review Process (NRRP). The Board determines the level of operational risk and NetOps readiness of services based on an evaluation of its operations and quality of execution for delivery of agreed services to customers and end-users. Additionally, the NRRB is responsible for the overarching execution, delegation, and escalation of tasks and activities to support and ensure compliance with NetOps milestones and standards. The NRRB promotes use and development of the DISA NetOps Resource Center as the primary source for guidance material authored and maintained by the Operations Center (OP) for the NRRB and NRRP.

Resource Management Board (RMB). A working-level governance body established to develop well-formed resource management (financial, personnel, facilities, etc.) recommendations integrated across the Centers and other components for decision to the DISA Deputy Comptroller across all phases of the Agency's programming, planning, budgeting and execution (PPBE) process.

Senior Assessment Team (SAT). Oversees and monitors the Agency's management internal control assessment and improvement activities required by the Office of Management and Budget (OMB) Circular A-123, Management's Responsibility for Internal Control; OMB A-123 Appendix A, Internal Control over Financial Reporting; and Office of the Secretary of Defense (OSD) guidance.

Senior Forum (SF). The Defense Information Systems Agency (DISA) Senior Forum (SF) is a forum comprised of the seniors leading the Centers and Fifth Estate operations. The forum is intended to provide this body a regular opportunity to discuss strategically important indicators and other areas of concern as determined by each senior. Issues requiring deliberation may be pushed to other governance structures such as the Executive Committee for further resolution.

Strategic Capabilities Portfolio Review (SCPR). A capability forum chaired by the Component Acquisition Executive (CAE) to provide advice and coordination on selected acquisitions and procurements for programs, projects, services, enterprise services, initiatives, pilots, and other acquisition-related matters.

Service Portfolio Council (SPC). The Agency management forum which provides strategic oversight, guidance, and prioritization recommendations for the Agency's Information Technology (IT) Services Portfolio to the Director, DISA.

Enclosure 4

(Prepared on DISA letterhead)
CHARTER FOR THE
[NAME OF GOVERNANCE BODY]

1. Mission.
2. Authority.
3. Objective.
4. Reference(s).
5. Membership.
6. Roles and Responsibilities.
 - a. The Chairperson:
 - (1)
 - (2)
 - b. Each representative:
 - (1)
 - (2)
 - c. The Secretariat:
 - (1)
 - (2)
7. Meetings.
8. Relationship with Other Governing Bodies.
9. Administrative.
 - a. Attending Meetings.
 - b. Meeting Schedule.

c. Knowledge Management.

d. Presentations.

e. Voting.

f. Amendments and Motifications. This Charter is effective immediately and will be reviewed annually. Submit amendments or modifications of this Charter to the Secretariat for submission to the voting members for review and comment.

APPROVED:

APPROVED:

SIGNATURE BLOCK
OF CHIEF OF STAFF

SIGNATURE BLOCK
OF GOVERNANCE
STRUCTURE CHAIR

Date:

Date: