

12 June 2001

In reply refer to:
I-01/006668-PPD

MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE ARMY
(INTERNATIONAL AFFAIRS)
DEPARTMENT OF THE ARMY

DIRECTOR, NAVY INTERNATIONAL PROGRAMS OFFICE
DEPARTMENT OF THE NAVY

DEPUTY UNDER SECRETARY OF THE AIR FORCE
(INTERNATIONAL AFFAIRS)
DEPARTMENT OF THE AIR FORCE

SUBJECT: Security Assistance Case Execution Management Information System (CEMIS)

Reference: Director DSCA Memorandum of 10 January 2001

Enclosure: (1) Case Execution Requirements Organizational Structure
(2) CEMIS Mission Need Statement (MNS) of 30 May 2001

My memorandum of 10 January 2001 initiated a Case Execution Requirements Definition process, to include an analysis of the deficiencies of the case execution legacy systems. The analysis determined that there are sufficient deficiencies in our 1970's and 1980's case execution legacy systems to move to the next stage in the requirements process - the development of a Mission Need Statement (MNS). A MNS was developed and approved by the three review-level organizations (enclosure (1)).

On 30 May 2001, I approved the MNS for a new Case Execution Management Information System (CEMIS) (enclosure (2)).

The next step in the process is to develop the CEMIS Operational Requirements Document (ORD). The requirements documentation process is intensive, but necessary in order to accurately capture all of our needs. It requires a commitment from all of the Security Assistance Community to ensure the ORD is fully developed and that CEMIS will meet the needs of all of the community, as well as the needs of the International Customers. All Security Assistance personnel should give CEMIS requirements a high priority, and ensure that this new effort is supported by all.

The DSCA Policy, Plans and Programs Directorate (P3) will lead the CEMIS requirements process. The DSCA Office of the Comptroller (COMPT) is responsible for CEMIS budget (execution and management), and the DSCA Chief Information Officer (CIO) is

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responsible for overall program management/system acquisition (system development and maintenance). DSCA points of contact are listed below:

CEMIS Requirements Determination: Ms Freda Lodge, DSCA P3, 703 604-6598, DSN 664-6598; freda.lodge@osd.pentagon.mil.

CEMIS Budget (Execution/Management): Ms Bev Rexrode, DSCA Compt, 703 604-6549, DSN 664-6549; beverly.rexrode@osd.pentagon.mil.

CEMIS System Acquisition (Development and Maintenance): Dr. Mark Scher, DSCA CIO, 703 601-3766, DSN 329-3766; mark.scher@osd.pentagon.mil.

The Security Assistance community is forming a partnership with a U.S. Government agency to assist us in the formal System Acquisition of the new CEMIS. The Standard Systems Group, Maxwell AFB - Gunter Annex, Montgomery, Alabama has been selected as the CEMIS acquisition agent. The Standard Systems Group Gunter organization has extensive experience in major IT systems acquisition, and will not only provide support for various documents in compliance with DoD Directive 5000.1 and DOD Instruction 5000.2, but will also lead the source selection for this potential Major Automated Information System (MAIS). During this month, Gunter will begin work with our DSCA Policy, Plans and Programs Directorate (P3), the Military Departments, and the International Customers to support development of the Operational Requirements Document (ORD) for the CEMIS system acquisition.

As we pass a major milestone (the MNS) and move forward, I extend thanks to all who have contributed to this process to date, especially the Senior Steering Group (SSG) and the Program Policy Group (PPG) (see enclosure (1)) for their efforts this past 5 months. I will continue to rely on your vision and your subject matter expertise to ensure a quality CEMIS system. Your continued contribution to this process is critical for its future success.

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TOME H. WALTERS, JR.
LIEUTENANT GENERAL, USAF
DIRECTOR

Attachments
as stated

cc:
Commanding Officers: USASAC, NAVICP, AFSAC
Chairman, International Customer Users Group (ICUG)
Chairman, Foreign Procurement Group (FPG)
Executive Director, Standard Systems Group, Gunter
Commander, ESC, Hanscom
Director, DFAS
Director, DLA