DEPARTMENT OF THE NAVY
CHIEF INFORMATION OFFICER
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WASHINGTON, DC 20350-1000

18 October 2002

MEMORANDUM FOR DISTRIBUTION

Subj: DESIGNATION OF DEPARTMENT OF THE NAVY (DON) APPLICATION AND DATABASE MANAGEMENT SYSTEM (DADMS) AS AN AUTHORITATIVE DATA SOURCE

Ref: (a) SECNAV Instruction 5000.36 "DON Data Management and Interoperability," of 1 Nov 01
(b) Under Secretary of the Navy memo, "Designation of DON Functional Area Managers," of 14 May 02

Encl: (1) DADMS Configuration Control Board Charter

Reference (a) established policy and assigned responsibilities to unify DON Data Management and Interoperability (DMI) efforts and directed the registration and maintenance of systems information and associated metadata in the DMI Repository. DADMS expands upon and replaces the DON DMI Repository.

Reference (b) directed the identification of Functional Area Managers (FAMs), and authorized the FAMs to direct migration, consolidation, or retirement of applications and databases within their respective functional areas, to develop and manage IT applications and database portfolios, and to ensure that technology strategies are aligned with business processes and warfighting strategies.

To facilitate the objectives of references (a) and (b), this memorandum establishes the DON Application and Database Management System (DADMS) as the Authoritative Data Source (ADS) for DON IT and National Security Systems applications and database inventory and IT Systems Registration. Further, this memorandum establishes the Charter for the DADMS Configuration Control Board (CCB), enclosure (1), to address and prioritize the Navy and Marine Corps requirements for DADMS.

DADMS is a web-enabled registry of IT applications and systems and their associated data structures and data exchange formats. It supports the DON in the reduction of legacy applications, the development of standard applications, databases, and data elements. It also supports IT

interoperability, Information Assurance assessments, and the construction and maintenance of functional and enterprise architectures. DADMS user organizations include Navy and Marine Corps operational units, FAMs, Functional Data Managers (FDMs), Resource Sponsors, Major Claimants, Program Managers, and Milestone Decision Authorities.

I have directed my staff to schedule the first DADMS CCB meeting no later than two weeks after issuance of this memorandum.

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D. E. Porter

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Department of the Navy Application and Database Management System (DADMS) Configuration Control Board Charter

1. Date Established. As approved by the Department of the Navy Chief Information Officer (DON CIO) as agreed to by Navy and USMC staffs.

2. Date to be Terminated. The DON Application and Database Management System (DADMS) Configuration Control Board (CCB) is a permanent body that will remain active throughout the life-cycle of DADMS. This charter will be reviewed periodically by the DON CIO in coordination with Navy and USMC staffs and modified as needed at their sole discretion.

3. Scope. The scope of this charter is to support the establishment of DADMS as the authorititative data source for information about DON Information Technology (IT) Applications and Databases. DADMS is a web-enabled registry of IT applications and systems and their associated data structures and data exchange formats. The principal objective of DADMS is to support the identification and management of standard applications, databases, and data elements; and to support requirements for IT systems registration, Enterprise Architecture, and Information Assurance assessments. DADMS user organizations include Navy and Marine Corps operational units, Functional Area Managers (FAMs), Functional Data Managers (FDMs), Resource Sponsors, Major Claimants, and Program Managers.

4. Requirements. The DADMS CCB will address and prioritize Navy and Marine Corps requirements for DADMS support as directed by the following:

a. SECNAVINST 5000.36, DON Data Management and Interoperability, of 1 November 2001
b. Under Secretary of the Navy memorandum, Designation of DON Functional Area Managers, of 14 May 2002.

5. Responsibilities. The CCB shall have overall responsibility for DADMS requirements management and shall:

a. Propose policy, guidance, and processes to facilitate access, use, and operations of DADMS;
b. Develop and execute processes and procedures to manage changes to both the DADMS application and database, as well as their evolution over time;
c. Review, approve, and prioritize proposed requirements for the system and adjudicate conflicting requirements;
d. Review and approve data exchange and data sharing agreements;
e. Review DADMS performance and customer satisfaction and recommend to the DON CIO appropriate solutions, enhancements, and/or new requirements;
f. Respond to tasking from the DON CIO in coordination with Navy and USMC staffs for issues within the scope of the DADMS CCB; and
g. Ensure appropriate coordination with relevant Navy and Marine Corps organizations, programs and initiatives.

6. Composition. The organization and membership of the DADMS CCB are as follows:

a. DON CIO, Navy Information Officer (IO) and USMC CIO
b. ASN (RDA) representative
c. A Navy FAM representative, selected by the Navy FAM leadership team.
d. A Marine Corps FAM representative, selected by the Marine Corps FAM leadership team.
e. A Navy FDM representative, selected by the Navy FDM leadership team.
f. A Marine Corps FDM representative, selected by the Marine Corps FDM leadership team.
g. Commander, Naval Network Warfare Command
h. Director, Marine Information Technology and Network Operating Center
i. Director, Navy/Marine Corps Intranet
j. Ad hoc, non-voting representatives as determined by the Co-Chairs.

7. Organization and Administrative Support

a. The DON CIO will serve as chair of the DADMS CCB, and the Navy IO and USMC CIO will serve as Co-Chairs with direct advisory support to the chair.
b. DADMS CCB members represent the interests and requirements of their respective communities with regards to requirements, implementation, and operations of the DADMS.
c. The DON CIO will provide administrative support.

8. Direction and Control. The DON CIO in coordination with Navy and USMC staffs will provide advocacy and direction to the DADMS CCB and will solicit the support of stakeholder organizations to provide subject-matter expertise to the DADMS CCB as needed.