

E-Government Act Implementation Report

**Department of Defense**

Fiscal Year 2007

Submitted to the Office of Management and Budget  
September 21, 2007

## Overview - DoD Implementation of the Electronic Government Act

As a priority, the Department remains actively engaged in implementing the E-Government (E-Gov) Act and the President's Management Agenda (PMA). Focusing on success, the DoD CIO pursues DoD-wide initiatives that can meet or exceed the tenets of the E-Gov Act and the effective implementation of the PMA. For example, the Department serves in key leadership roles, regarding Federal-wide initiatives as well as DoD-wide efforts. The Under Secretary of Defense for Personnel and Readiness is a member of the President's Management Council (PMC) and also serves as the Chair for the PMC E-Gov Subcommittee. The DoD Chief Information Officer (CIO) and the Service CIOs participate on the Federal CIO Council and the DoD CIO Executive Board, sharing knowledge and providing key leadership in implementing key efforts. In support of the President's goal of expanding E-Gov, the Department actively participates in 26 Federal E-Gov initiatives and Lines of Business, and routinely works with OMB and the Federal Managing Partners to facilitate the implementation of the DoD E-Gov Implementation Plan. In addition, the Department continues to serve in a lead role on the Federal CIO Council's Enterprise Architecture and Infrastructure Committee, and the IT Workforce Committee to acquire IT professionals to meet Federal IT mission needs.

Following are the Department's responses to OMB Memorandum M-07-20, FY 2007 E-Government Act Reporting Instructions.

### Section 1 – Implementation of Electronic Government Initiatives - Agency-Specific Initiative - DoD Enterprise Software Initiative (DoD ESI) -

*I – A. Describe how the initiative is transforming agency operations;*

- **DoD Response:**

Two major initiatives continue to change the way government procures its information technology. These are the DoD Enterprise Software Initiative (DoD ESI) and the government-wide GSA SmartBUY Program, which is included for reporting purposes under the President's E-Gov program. Both initiatives seek to consolidate the purchasing power of the federal government by focusing volume requirements to obtain optimal pricing and preferred terms and conditions for widely used commercial software. Both initiatives leverage existing DoD resources, including software product management and contracting support, to “co-brand” DoD ESI enterprise agreements as federal-wide SmartBUY agreements. DoD ESI fully supports the GSA SmartBUY Program, and acts as the single-point-of-contact for SmartBUY implementation and reporting within DoD.

Since inception in 1998, the DoD ESI has partnered only with information technology (IT) vendors of strategic value to the Department. Primary focus is on building a reciprocal relationship, whereby the government and software publisher (or service provider) understand each others' goals, operations, and immediate needs. Then, distribution channels (e.g., resellers) are brought into the discussion. Ideally, Enterprise Software Agreements (ESAs) are then created to allow DoD ESI customers access to needed IT capabilities under favorable pricing,

terms and conditions. Several discreet categories of IT products were initially established to aid in making internal assignments, but they are now used mainly as a customer guide.

One such DoD ESI IT product category, *Information Assurance Tools*, is now highly visible. Proper protection of data-at-rest (DAR) has become increasingly important given the current IT trend toward highly mobile computers, personal digital assistants, and thumb drives/memory sticks. Personal identity information or sensitive government information stored on such devices is too often unaccounted for and unprotected, resulting in the loss of crucial data and the expenditure of taxpayer dollars for investigation and remediation efforts. In June, 2006 the Office of Management and Budget issued Memorandum 06-16, *Protection of Sensitive Agency Information*. Two months later, a multi-service DoD Data-At-Rest Tiger Team (DARTT) was formed to address DAR issues within DoD. The DARTT conducted an extensive threat/risk analysis and market survey prior to submitting recommendations to the Military Department Chief Information Officers in October 2006. In November 2006, the DARTT began their acquisition process by teaming with the DoD ESI; bringing into play the Air Force Software Product Manager's expertise in establishing ESAs for information assurance tools. The joint DoD ESI/DARTT goal was to establish multiple DAR encryption ESA for use by mid-2007.

By March 2007, all technical requirements had been established and agreed to across a much broadened user base, and a procurement solicitation was ready for release to the vendor community. The formal request for quotation for DAR encryption solutions was issued in April 2006, leveraging GSA's Cooperative Purchasing Program which allows customers (including State & Local governments) to buy IT products and services from GSA's Schedule 70 and Consolidated Schedules. Upon the closure of the request for quotation, vendor proposals were evaluated by the DoD ESI/DARTT/GSA SmartBUY Team and the Air Force Source Selection Authority. In June 2007, eleven vendors were awarded Blanket Purchase Agreements (BPA) to provide DAR encryption products from 10 different software publishers – for a customer base spanning the entire DoD (including authorized defense contractors), NATO, all federal agencies, and all state and local governments.

**I – B.** Explain how your agency maintains an ongoing dialogue with interested parties to find innovative ways to use information technology for the initiative

- **DoD Response:**

The DoD ESI operating protocol relies heavily on customers' use and planned procurements of IT products to highlight those vendors who represent a strategic value to the DoD. Complimented by direct liaison with IT vendors, DoD ESI leadership thus maintains an ongoing dialog with the government requirements officials who need IT products and services, and the industry leaders who are best able to provide them. The DoD ESI Team uses its public web site to communicate with and market to its customers, and to attract potential vendor partners. Operational since 2000, and hosted by the Department of the Navy Chief Information Officer, the DoD ESI web site can be found at <http://www.esi.mil>. Defense Acquisition University's Acquisition Community Connection hosts an IT Community of Practice web site, maintained by the DoD CIO community. It is a true knowledge sharing system that fully supports the goals of the acquisition, technology and logistics workforces. DoD ESI maintains a publicly available

page on the IT Community of Practice, as well as a much larger private workspace space frequented by the 55-member DoD ESI Team and closely related sub-groups: <https://acc.dau.mil/CommunityBrowser.aspx?id=102103>. This publicly available page also promotes a link to the DoD ESI public website.

In addition to the two primary web sites noted above, a number of DoD IT and software acquisition centers promote links to the DoD ESI web site. They include: Department of the Navy ITEC Direct (<http://www.itec-direct.navy.mil/>); DoD E-Mall (<https://emall6.prod.dodonline.net/main/>); AFWay (<https://afway.af.mil/>); Army Small Computer Program MarketPlace (<http://pmscp.monmouth.army.mil/>); and DISA Direct (<http://www.ditco.disa.mil/>).

Lastly, many DoD ESI vendors provide links on their web sites to steer potential government customers to the DoD ESI web site, so that they can take advantage of ESA products and services offered by the vendor.

*I – C. Identify external partners (e.g., Federal, State or local agencies, industry) who collaborate with your agency on the initiative*

- **DoD Response:**

In order to properly address the highly complex issue of DAR protection, an interagency team was developed to extend DAR protection benefits beyond DoD Components, the Intelligence Community, authorized contractors and NATO, to include all federal agencies – as well as the state and local governments. State and local governments have requirements to protect sensitive official data on mobile computing devices and, in many cases, are protecting data that will be shared with Federal Agencies as required by many Federal/State programs. The opportunity to share common DAR encryption solutions at favorable prices enhances shared Federal/State protection of sensitive data.

The DARTT took an early lead by carefully examining the OMB mandate for DAR protection, and formulating the technical requirements for IT solutions. As the enterprise IT acquisition experts, the DoD ESI Team brought in GSA SmartBUY and the Multi-State Information Sharing and Analysis Center (MS-ISAC) to ensure the DAR encryption agreements could be made available to the widest possible customer base. Both GSA SmartBUY and the MS-ISAC made their member organizations and customers aware of the opportunity, and enabled them to review the technical requirements formulated by the DARTT. The results produced 11 agreements for data-at-rest encryption products from 10 software publishers. This effort is a great example of leveraging the commercial industrial base, benefiting the entire Federal government.

*I – D. Identify improved performance (e.g., outcome measures) by tracking performance measures supporting agency objectives and strategic goals*

- **DoD Response:**

The DoD ESI and the DARTT focused from the start on results and outcomes, with primary emphasis on potential performance improvements. Thorough market research revealed early on that there was a critical mass of competent commercial offerings, so the DARTT developed technical requirements package against which interested vendors would have to explain their products and services offerings. These operational requirements and Information Assurance standards were included in the resulting request for quotation (which was widely distributed) so that only the most qualified commercial vendors would respond. A highly skilled evaluation team and source selection authority awarded ESAs only to vendors who measured up to these standards and provided favorable pricing, terms and conditions. The resulting agreements offer data encryption products and services to protect sensitive, unclassified information stored on laptop PCs and mobile computing and removable storage devices. They offer three categories of software and hardware encryption products; full disk encryption, file encryption and integrated encryption products. All products use cryptographic modules validated under the National Institute of Standards and Technology's Federal Information Processing 140-2 standard, and they meet stringent technical and interoperability requirement for protecting sensitive, unclassified data on laptop PCs, mobile computing.

DoD ESI and the DARTT have helped ensure that federal, state and local governments can better focus on their core missions, with fewer resources siphoned off to deal with protection of sensitive data residing on mobile computing devices.

*I-E. Quantify the cost savings and cost avoidance achieved through implementing the initiative (e.g., by reducing or eliminating other investments in information technology)*

- **DoD Response:**

Under the DAR encryption ESAs, product discounts reach 85% for large volume buys. Future government cost avoidance - based on projected demand, average BPA discounts, and competition among vendors - is estimated at \$73 million. All licenses are transferable (within a federal agency) and the Blanket Purchase Agreements include secondary use rights.

*I - F. Explain how this initiative ensures the availability of Government information and services for those without access to the Internet and for those with disabilities*

- **DoD Response:**

The DoD ESI Team maintains an active Communications and Outreach Plan which helps ensure accessibility and availability to DoD ESI information for people without access to the internet and for those with disabilities. By speaking and displaying appropriate materials at over 10 major IT conferences and symposia per year, the DoD ESI Team ensures its message is broadly disseminated. DoD ESI leadership, the Software Product Managers, and their supporting contracting officers are also available to address questions and concerns.

*1 – G. Explain how the project applies effective capital planning and investment control procedures*

- **DoD Response:**

The data-at-rest (DAR) encryption enterprise software agreements (ESAs) represent the largest federal procurement opportunity to date for state and local agencies. It is anticipated that most federal, state and local customers will use the DAR encryption ESAs as an umbrella under which they will create enterprise licensing agreements with selected vendors. By doing so, they will achieve even greater discounts than shown in the published pricing lists, and – more importantly – be able to plan for, procure, and manage the commercial software as an asset, rather than as an expense.

## Section 2 – Agency Information Management Activities

*Please provide a link (or links) to your agency’s website containing the following information.*

*2 – A. The contents required of your agency’s Information Resources Management (IRM) Strategic Plan per the Office of Management and Budget (OMB) Memorandum 06-02 “Improving Public Access to and Dissemination of Government Information and Using the Federal Enterprise Architecture Data Reference Model;”*

- **DoD Response:**

The DoD CIO Strategic Plan identifies actions that are critical to transforming DoD operations from platform/organization-centric to Net-Centric. The Plan provides a common understanding of the near and mid-term actions required to meet the vision and extend Net-Centricity across the Defense Information Enterprise. The link to the 2006 DoD CIO Strategic Plan is: [www.dod.mil/cio-nii](http://www.dod.mil/cio-nii)

*2 – B. Your agency’s information dissemination product catalogs, directories, inventories, priorities and schedules, as well as any other management tools used to improve the dissemination of and access to your agency’s information by the public;*

- **DoD Response:**

DefenseLINK serves as the Department's premier public information site for all current information on DoD. DefenseLINK is located at: [www.defenselink.mil](http://www.defenselink.mil)

Information on programs, directories, schedules and other functions that relate to the public's ability to obtain information that facilitates business or interactions with DoD, can be found at the following links, all of which are displayed prominently on DefenseLINK:

- Major DoD Organizations: [www.defenselink.mil/sites/](http://www.defenselink.mil/sites/)

- Doing Business With DoD:
  - General business information index: [www.defenselink.mil/other\\_info/business.html](http://www.defenselink.mil/other_info/business.html)
  - Contracting with DoD: [www.acq.osd.mil/osbp/doing\\_business/DoD\\_Contracting\\_Guide.htm](http://www.acq.osd.mil/osbp/doing_business/DoD_Contracting_Guide.htm)
  - GSA for contractors and vendors: [www.gsa.gov/Portal/gsa/ep/home.do?tabId=8](http://www.gsa.gov/Portal/gsa/ep/home.do?tabId=8)
  - Advanced research and development: [www.darpa.mil](http://www.darpa.mil)
- For Members of the Media:
  - News: [www.defenselink.mil/news/articles.aspx](http://www.defenselink.mil/news/articles.aspx)
  - Press resources: [www.defenselink.mil/news/](http://www.defenselink.mil/news/)
  - Loggers roundtable: [www.defenselink.mil/home/blog/](http://www.defenselink.mil/home/blog/)
  - Photos: [www.defenselink.mil/home/features/2007/Imagery/index.html](http://www.defenselink.mil/home/features/2007/Imagery/index.html)
- Information About the Activities and Processes of the Military Services:
  - Army: [www.army.mil](http://www.army.mil)
  - Navy: [www.navy.mil](http://www.navy.mil)
  - Marines: [www.marines.mil](http://www.marines.mil)
  - Air Force: [www.af.mil](http://www.af.mil)
- Members of the Public Interested in Joining the U.S. Military:
  - Join the Army: [www.goarmy.com](http://www.goarmy.com)
  - Join the Navy: [www.navy.com](http://www.navy.com)
  - Join the Marines: [www.marines.com](http://www.marines.com)
  - Join the Air Force: [www.airforce.com](http://www.airforce.com)
- Alphabetized search tool to find directories and listings on DefenseLINK: [www.defenselink.mil/sitemap.html](http://www.defenselink.mil/sitemap.html)

- For the public to subscribe to news or request information, DefenseLINK offers these Services:
  - E-mail: [www.defenselink.mil/news/dodnews.aspx](http://www.defenselink.mil/news/dodnews.aspx)
  - DoD news reader feeds (ROSS): [www.defenselink.mil/news/rss/](http://www.defenselink.mil/news/rss/)
  - Pod casts: [www.pentagonchannel.mil/podcast.aspx](http://www.pentagonchannel.mil/podcast.aspx)
  - Publications: <http://www.defenselink.mil/pubs/>
  - Freedom of Information Act Requests:  
<http://www.defenselink.mil/odam/DFOIPO/index.htm>

*2 – C. Your agency’s FOIA handbook, the link of your agency’s primary FOIA website, and the website link where frequent requests for records are made available to the public:*

- **DoD Response:**

The Defense Freedom of Information Policy Office maintains the primary FOIA web site for the Department of Defense at <http://www.defenselink.mil/odam/DFOIPO/index.htm>. This web site also contains links to the FOIA web sites for the Department of Defense Components. The FOIA handbook for the Department of Defense is available at <http://www.dod.mil/pubs/foi/foiapam3.pdf>. Documents that are frequently requested by the public under the FOIA from the Office of the Secretary of Defense/Joint Staff are located at [http://www.dod.mil/pubs/foi/reading\\_room/](http://www.dod.mil/pubs/foi/reading_room/).

*2 – D. A list of your agency’s public websites disseminating research and development (R&D) information to the public, describing for each whether the website provides the public information about federally funded R&D activities and/or provides the results of Federal research.*

- **DoD Response:**

The Director, Defense Research & Engineering (DDR&E) has established a centralized digital DoD E-Gov repository to collect information regarding DoD funded research and development (R&D) activities. This repository, managed by the Defense Technical Information Center (DTIC), is maintained on the Defense Research and Engineering (R&E) Portal (<https://rdte.osd.mil>) and provides access to DoD researchers, acquisition professionals, testers and operators.

*2 – E. An inventory describing formal agency agreements with external entities (e.g., State and local governments, public libraries, industry and commercial search engines) complementing your agency’s information dissemination program, explaining how each agreement improves the access to and dissemination of government information to the public:*

- **DoD Response:**

The DoD Under Secretary of Defense (Public Affairs) has partnered with the "America Supports You" organization to establish a web presence that brings together citizens, businesses and organizations that want to support the men and women serving in our military. The "America Supports You" site is located at: [www.americasupportsyou.mil](http://www.americasupportsyou.mil) and at: [www.americasupportsyou.com](http://www.americasupportsyou.com)

*2 – F. An inventory describing your agency's records schedules, including an assessment of whether each records schedule is scheduled and approved by the National Archives and Records Administration (NARA), and is effectively transferring electronic records requiring permanent retention to NARA, as appropriate.*

- **DoD Response:**

In accordance with paragraph 5 of NARA Bulletin 2006-02, the Department continues to strive to effectively manage records (including electronic records) consistent with 44 U.S.C. ch. 31, 44 U.S.C. 3506, 36 CFR Ch. XII, Subchapter B, Records Management, and OMB Circular A-130, par. 8a1(j) and (k) and 8a4. The OSD Headquarters staff and all of the Armed Services have been working with NARA to implement the guidance/instructions in NARA Bulletin 2006-02, NARA Guidance for Implementing Section 207(e) of the E-Government Act of 2002.

The Department is making forward progress in obtaining NARA-approved records schedules for all records, in existing electronic information systems, by September 30, 2009. For instance, in FY 2007 over 200 systems (that generate official records) have been identified to NARA using the SF115 process—the number of identified systems is expected to substantially increase in FY 2008, as the Department continues efforts to verify existing electronic information systems. Ongoing Department efforts include the identification of permanent electronic records requiring transfer to NARA. Status: the Department has over 20 draft records schedules in coordination and awaiting NARA approval. NARA has approved 4 records schedules. To ensure compliance, the Department has implemented the following policies.

Department of Defense Directive (DoDD) 5015.2, "DoD Records Management Program," March 6, 2000 ([www.defenselink.mil/webmasters/policy/dodd50152p.pdf](http://www.defenselink.mil/webmasters/policy/dodd50152p.pdf)), establishes responsibility for the DoD Records Management Program, in accordance with reference Title 36, Code of Federal Regulations, Chapter XII, "National Archives and Records Administration," Subchapter B, "Records Management". It establishes responsibilities for life-cycle management (creation, maintenance and use, and disposition) of information as records in all media, including electronic. The Department of Defense continues to manage records, including electronic records consistent with DoDD 5015.2.

Department of Defense Standard 5015.2 (DoD 5015.2-STD), "Design Criteria Standard for Electronic Records Management Software Applications," June 19, 2002 (<http://www.dtic.mil/whs/directives/corres/html/501502std.htm>), sets forth mandatory baseline functional requirements for Records Management Application (RMA) software used by DoD Components in the implementation of their records management programs; defines required

system interfaces and search criteria to be supported by the RMAs; and describes the minimum records management requirements that must be met, based on current National Archives and Records Administration (NARA) regulations.

The Assistant Secretary of Defense for Networks and Information Integration (ASD NII)/DoD(CIO) issued a policy memorandum “Electronic Mail Records and Electronic Mail Retention Policies for the Department of Defense (DoD)”, May 5, 2005 (<http://www.defenselink.mil/cio-nii/docs/ElectronicMailRecords.pdf>), to re-emphasize DoD email records and email retention policies, and to orchestrate actions between the Department’s records management and email systems management communities.