THE UNDER SECRETARY OF THE NAVY
WASHINGTON, D.C. 20350-1000

14 May 2002

MEMORANDUM FOR DISTRIBUTION

Subj: DESIGNATION OF DEPARTMENT OF NAVY (DON) FUNCTIONAL AREA MANAGERS

Ref: (a) CNO WASHINGTON DC 252250Z FEB 02
(b) SECDEF memo of 19 Jul 01
(c) USD(C) memo of 12 Oct 2001

Encl: (1) DON Applications and Database Management Process
(2) DON Functional Areas and Functional Area Managers

Implementation of the Navy Marine Corps Intranet (NMCI) has identified numerous duplicative Information Technology (IT) applications and databases. Significantly reducing the number of DON IT applications and databases reduces costs and also facilitates implementation of NMCI, the Defense Financial Management Modernization Program (DFMMP), web enablement, eBusiness strategies and the use of common business and administrative processes across the Department. There are both a short term and long term aspects to this effort.

Recently, Navy Echelon II Commanders were directed by reference (a) to implement processes to reduce IT applications and databases within their commands. The Marine Corps has already undertaken a major effort to reduce USMC IT applications and databases. IT application reduction goals and metrics will be established shortly by the Service Chiefs, and these metrics will be compiled and reported to me on a biweekly basis by DON CIO, with copies to the General Counsel, all Assistant Secretaries of the Navy, and the Service Chiefs.

The next step is for the responsible organizations within each functional area to reduce their IT applications and databases using the framework shown in enclosure (1). The responsible organizations, as detailed in enclosure (2), in consultation with the key Secretariat stakeholders, shall designate Functional Area Managers (FAMs) for each of the listed functional areas. A single FAM for each functional area is preferred, but where appropriate, a FAM for both the Navy and Marine Corps may be appointed, after consultation with the key stakeholders.

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The FAMs, within their functional areas, shall: be responsible and accountable for overseeing the reduction and consolidation of IT applications and databases; have the authority to direct migration, consolidation, or retirement of applications and databases; develop and manage IT applications and database portfolios; ensure that technology strategies are aligned with the business and administration processes and warfighting strategies; work closely with the DON CIO and the DON Information Executive Committee Service representatives to ensure that standardized DON processes and procedures are consistently used to accomplish this task; coordinate their actions with the appropriate OSD Principal Staff Assistants for Joint applications, DFMMP Manager for financial and business systems, Director, NMCI, the Echelon II Navy commands, and the Major USMC commands; and consult with the key secretariat stakeholders as needed and keep them informed of progress. Functional Data Managers (FDMs) are responsible for reducing the databases in each of these same functional areas. The FDMs shall work closely with and report to the FAMs.

The FAMs will meet monthly to develop and coordinate application management strategies and implementation plans and to share lessons learned and best practices. The meeting will be co-chaired by the DON CIO and the Director, Navy Staff.

Reference (b) established the DFMMP and reference (c) requires USD(C) approval to change financial systems and their related non-financial (feeder) systems. Since the DFMMP will impact many applications and databases in multiple functional areas, it is imperative that the FAMs responsible for business systems migrate, consolidate and retire their applications and databases in accordance with DFMMP and ASN(FM&C) direction and guidance. Additionally, FAMs will coordinate with ASN (FM&C) to ensure that DFMMP's DoD-wide architecture supports DON requirements.

Request that addressees designate FAMs, as specified in enclosure (2), to the DON CIO within 5 working days of this memorandum. Please forward the names to Mr. Brian Wilczynski, at wilczynski.brian@hq.navy.mil. He can also be reached at 703-607-5653.

Susan Morrisey Livingstone

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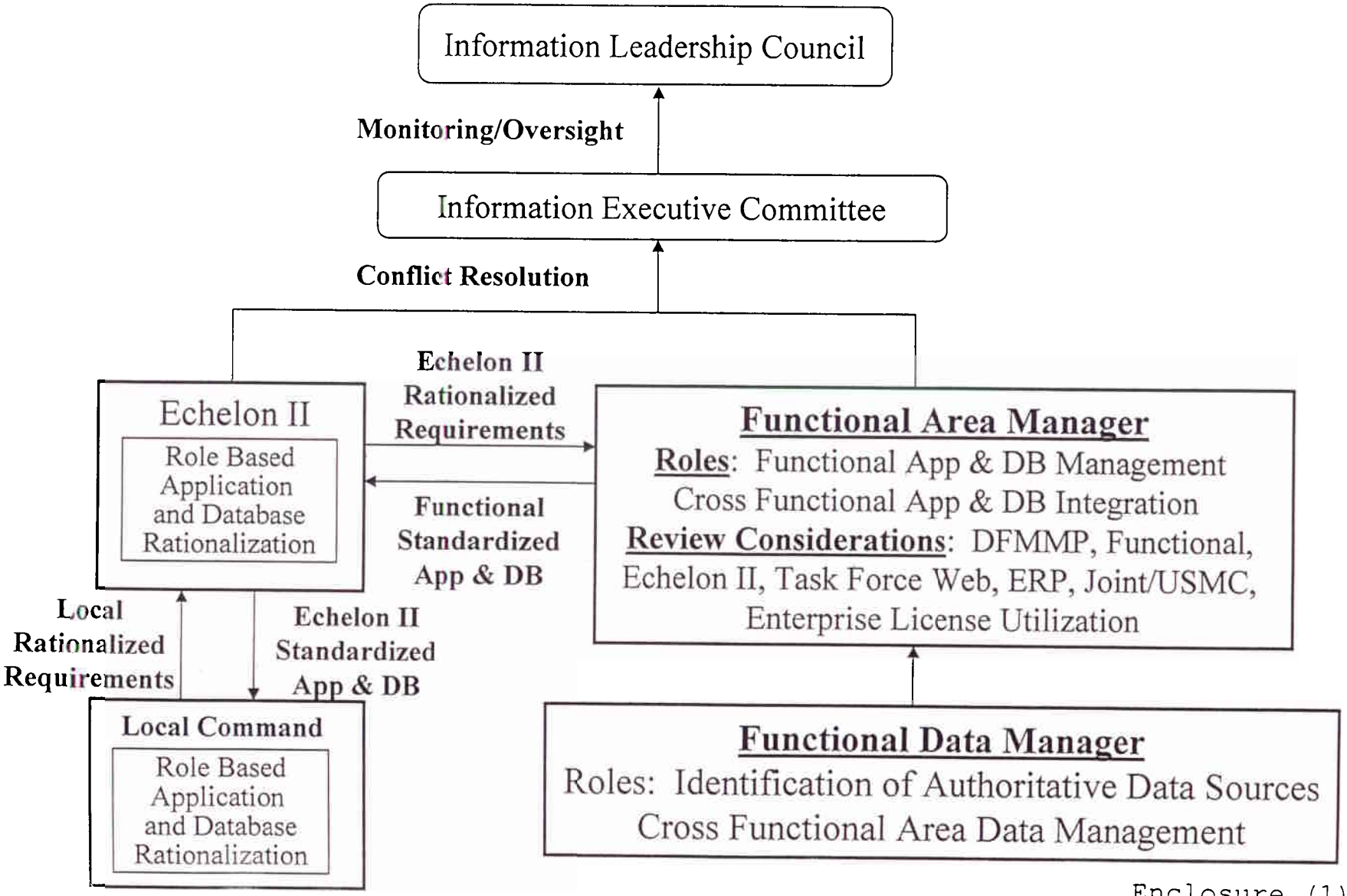
DON Applications and Database Management Framework



Enclosure (1)

DON FUNCTIONAL AREAS AND FUNCTIONAL AREA MANAGERS

Functional Area	Responsible Organization	Key Secretariat Stakeholders	Functional Area Manager (Designated by Responsible Organization)	Optional USMC Functional Area Manager
Acquisition	ASN(RD&A)			XXXXXXXXXXXXXXX
Financial Management	ASN(FM&C)			XXXXXXXXXXXXXXX
Civilian Personnel	ASN(M&RA)			XXXXXXXXXXXXXXX
Legal	GC/JAG			XXXXXXXXXXXXXXX
Administration	DNS; HQMC AR	AAUSN		
Manpower and Personnel	OPNAV N1; HQMC M&RA	ASN(M&RA)		
Intelligence and Cryptology	OPNAV N2; HQMC I	ASN(RD&A)		
Logistics (includes Facilities Mgmt, Environment)	OPNAV N4; HQMC I&L	ASN(I&E); ASN(RD&A)		
Readiness	OPNAV N4; HQMC PP&O	ASN(RD&A)		
Command, Control and Communications	OPNAV N6/N7; HQMC C4	ASN(RD&A)		
Information Warfare	OPNAV N6/N7; HQMC PP&O	ASN(RD&A)		
Modeling and Simulation	OPNAV N6/N7; MCSC SE&I	ASN(RD&A)		
Weapons Planning and Control	OPNAV N6/N7; HQMC	ASN(RD&A)		
Training and Education	OPNAV N79; TECOM	ASN(MR&A)		
Resources, Requirements, and Assessments	OPNAV N8; HQMC P&R	ASN(FM&C)		
Scientific and Technical	OPNAV N091; MCCDC	ASN(RD&A)		
Test and Evaluation	OPNAV N091; MCOTEA	ASN(RD&A)		
Medical	OPNAV N093			XXXXXXXXXXXXXXX
Reserve Affairs	OPNAV N095; HQMC M&RA	ASN(MR&A)		
Meteorology, Oceanography, GI&S	OPNAV N096	ASN(RD&A)		XXXXXXXXXXXXXXX
Precise Time and Astrometry	OPNAV N096	ASN(RD&A)		XXXXXXXXXXXXXXX
Religious Ministries	OPNAV N097			XXXXXXXXXXXXXXX
Naval Nuclear Propulsion	OPNAV NOON			XXXXXXXXXXXXXXX