



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
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WASHINGTON DC 20350-1000

AUG 27 2014

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Updated Policy for Input of Programmatic Information into the ASN RD&A Information System (RDAIS)

References: (a) OASN RD&A Memorandum of 19 Jul 2007
(b) ASN RD&A Memorandum of 25 July 2007

This memorandum reissues and updates policy regarding input of programmatic information into the ASN RD&A Information System (RDAIS) by ACAT I-IV programs. It also provides interim policy and guidance on oversight responsibilities for delegated Milestone Decision Authority (MDA) for ACAT II through IV programs.

References (a) and (b) are canceled and replaced by this memo. Since 2007 many changes have occurred regarding the collection and reporting of acquisition related information. However, the purpose of the information system remains the same, which is to provide SECNAV, ASN RD&A, OPNAV, SYSCOMs, PEOs, DRPMs and Program Managers a tool to manage the various ACAT programs with consistent data throughout the chain of command.

RDAIS is designated the authoritative source for programmatic information for the Department of the Navy (DoN). Therefore, to address Office of the Under Secretary of Defense for Acquisition, Technology and Logistics (OUSD (AT&L)) mandatory and regulatory reporting requirements for ACAT I programs, RDAIS data is also made available to OUSD (AT&L) via retrieval methods for presentation in the Defense Acquisition Management Information Retrieval (DAMIR) system. Additionally, data from RDAIS is used to address inquiries by the Government Accountability Office and other audit agencies.

Changes since DASHBOARD was replaced by RDAIS in 2010 include Better Buying Power 1.0 and 2.0 releases that added reporting requirements for ACAT II and III programs to OUSD (AT&L). The Central Repository for Earned Value Management (EVM) operated by OUSD (AT&L) became fully operable and is now collecting data directly from the contractors for ACAT I programs. Additionally, real time access to acquisition data has become a reality.

In order to satisfy DoN and OSD reporting requirements and maintain real time accurate data, it is mandatory that each Program/PEO office submit the update of their respective ACAT I – IV programs' information at least quarterly (No later than 10 business working days before the end of the reporting month). Data may be updated more frequently than each quarter if an event occurs that requires immediate attention.

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The monthly reporting requirement for updating EVM data for ACAT I programs that have cost type contracts with EVM requirements will continue and be expanded to ACAT II and III programs.

It is also expected that the Program Executive Officers (PEOs) will ensure that programs in their portfolios are compliant with all current DOD and DoN acquisition policies and procedures.

PEOs are the designated officials within ASN RD&A to provide oversight for delegated MDA responsibilities for select ACAT II programs and for ACAT III and IV programs. These responsibilities include ensuring information for each program under their purview is maintained and updated in accordance with established requirements within RDAIS.

In general, RDAIS reporting requirements cease at the 90 percent total dollars expended or 90 percent deliveries completed. When either of these thresholds is reached, the program office via concurrence by either the PEO or DASN shall notify DASN M&B, Acquisition Governance that determination of the 90 percent threshold has been confirmed and there is no additional requirement for the program to continue reporting and request the program be removed from the DoN active ACAT listing. Once the documentation is received the program will be removed from the active listing and reporting requirements discontinued.

It is also the responsibility of the program office, with concurrence from the PEO, to inform ASN RD&A of required changes in ACAT levels when required (i.e., when a program is within 10 percent of the threshold for the next level of ACAT the MDA must be notified). When new ACAT programs are approved, it is the responsibility of the program office and PEO to provide the appropriate documentation to DASN M&B, Acquisition Governance branch to ensure their addition to the DoN active ACAT listing.

We continue to review our processes and procedures in an effort to eliminate any unnecessary burdens for our program offices; however, we have found that the need for acquisition and programmatic related data continues. RDAIS is our current tool for gathering and addressing the many varied reporting requirements we continue to receive. I am looking to you to put your best effort forth in maintaining accurate and complete data in the system for all that may have need to access the data.

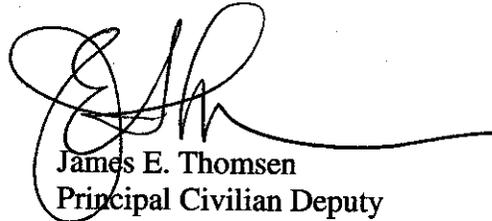
In summary, effective immediately all ACAT programs will provide quarterly updates of programmatic information in the RDAIS system no later than 10 business working days prior to the end of the reporting month shown in RDAIS and Contract Earned Value Management data will be input monthly by ACAT I – III programs.

Please contact Paulette Whitaker; Paulette.Whitaker@navy.mil, 703-614-0145 if there are any questions.

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