



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

JAN 13 2015

MEMORANDUM FOR DISTRIBUTION

Subject: Department of Defense Inspector General Report, entitled "The Navy's Management of Software Licenses Needs Improvement" (Report No. DODIG-2013-115)

The Department of Defense Inspector General (DODIG) conducted the subject audit to determine whether the Department of the Navy (DON) effectively managed software licenses. The recommendations in the audit report primarily focused on the need for training on software licensing best practices. Specifically, the DODIG recommended that the Assistant Secretary of the Navy (Research, Development and Acquisition) (ASN (RD&A)) require all DON contracting personnel involved in preparing and issuing software license contracts to take specialized software licensing training to ensure that such contracts include appropriate language that protects the interests of the Government. In addition, the DODIG recommended that ASN (RD&A) develop a plan of action and milestones in conjunction with the DON Chief Information Officer (CIO) to ensure that appropriate contracting personnel take software licensing training prior to awarding any future software license contracts.

The ASN (RD&A) response to the DODIG stated that the Deputy Assistant Secretary of the Navy for Acquisition and Procurement (DASN (AP)) would issue a memorandum requiring all applicable DON contracting personnel to take specialized software licensing training and that DASN (AP) would coordinate with the DON CIO to develop the recommended plan of action and milestones.

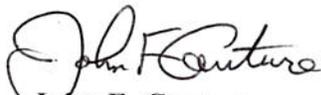
We have been advised that the office of the DON CIO has recently updated the DoD Enterprise Software Initiative website at [www.esi.mil](http://www.esi.mil) to include notification of specific dates and locations of two-day on-site training courses designed to fulfill the DODIG's recommended training requirement. In addition, the website now contains short on-line tutorials on selected software topics. Also, monthly announcements of webinars, designed to provide additional targeted learning on End User Licensing Agreements, are now being distributed by the office of the Director of Defense Procurement and Acquisition Policy and DASN (AP).

Accordingly, all DON contracting personnel involved in awarding software license contracts must attend one of the specialized on-site training courses, or complete the on-line tutorials on selected software topics, prior to awarding any future software license contracts or within the first quarter of calendar year 2015, whichever occurs first. In addition, attendance at one of the monthly announced webinars is highly encouraged.

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All DON contracting activities that award software license contracts must report 100% compliance with this requirement to DASN (AP) by April 15, 2015.

My point of contact for questions on this reporting requirement is  
(703) 693-4006.



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DASN (AP)