MEMORANDUM FOR DISTRIBUTION

SUBJECT: Revised Policy for DoN Systems Engineering Plan (SEP) Review and Approval

ASN (RD&A) memorandum, Policy for DoN Systems Engineering Plan (SEP) Review and Approval of 6 June 2005, provided guidance to be implemented by Navy and Marine Corps Program Managers (PMs), Program Executive Officers (PEOs), Systems Commands (SYCOMs), and Direct Reporting Program Managers (DRPMs) for the development, review, and approval of program SEPs. That document is hereby cancelled and superceded by this memorandum.

I hereby delegate SEP approval authority to ASN (RD&A) Chief Engineer (CHENG) of ACAT(s) 1C, 1AC, and II and Special Interest programs. Additionally, I delegate SEP Component approval authority to ASN (RD&A) CHENG of ACAT 1D and 1AM programs for submission to USD(AT&L) and ASD(NII)/DoD CIO.

Programs will develop a SEP for review and approval for each milestone review to recognize that Systems Engineering practices are integral in the execution of our acquisition programs. Although there is no prescribed format for SEPs within the Defense Acquisition Guidebook, the OSD SEP Preparation Guide provides a recommended content. Navy and Marine Corps programs will use the instructions and forms in the following attachments to facilitate review and coordination.

My expectation continues to be that the Program Office lead or Chief Systems Engineer will have the primary role in developing the SEP. SYSCOM Technical Authorities and PEO Programmatic Authorities must also continue to ensure quality, completeness, and acceptable level of risk.

Delores M. Etter
SUBJECT: Revised Policy for DoN Systems Engineering Plan (SEP)
Review and Approval

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Copy to:
ASN (RD&A)
ASN (RD&A) CHENG
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Attachment (1)
SYSTEMS ENGINEERING PLAN (SEP) FOR THE PROGRAM NAME

VERSION

MILESTONE SUPPORTING DATE

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SUBMITTED BY

Lead or Chief Systems Engineer PROGRAM NAME DATE Program Manager PROGRAM NAME DATE

CONCURRENCE

Lead or Chief Systems Engineer PEO or Equivalent NAME DATE PEO or Equivalent NAME DATE

COMPONENT APPROVAL

Designated Component Acquisition Executive or Milestone Decision Authority DATE

SEP Coordination Page ACAT ID / IAM Attachment (2)
SYSTEMS ENGINEERING PLAN (SEP)
FOR THE
PROGRAM NAME

VERSION

MILESTONE SUPPORTING

DATE

SUBMITTED BY

Lead or Chief Systems Engineer
PROGRAM NAME

DATE

Program Manager
PROGRAM NAME

DATE

CONCURRENCE

Lead or Chief Systems Engineer
PEO or Equivalent NAME

DATE

PEO or Equivalent
PEO or Equivalent NAME

DATE

SEP APPROVAL

ASN RDA CHENG

DATE

SEP Title and Coordination Page ACAT IC / IAC / II
Attachment (2)