Army Plan
to Transition the
Acquisition Community
to Digital Operations

1.0 Introduction

The Under Secretary of Defense (Acquisition and Technology) has directed that the acquisition community transition to digital operations by the year 2002. This document describes the overarching plan for this transition. It is a living document and will be updated as needed to ensure effective transition planning and implementation. This plan lays out the roadmap for the transition to "paperless operations" and it identifies, coordinates and directs the transition activities necessary to meet the USD(A&T) directive. This initiative is an objective in the Army Acquisition Strategic Management Plan under the goal of Improving Organizational Efficiencies.

2.0 Authority

DoD efforts to create a digital environment in the acquisition and logistics disciplines were directed in a series of DoD policy statements in 1997. Key documents related to this effort include:

a. Deputy Secretary of Defense, July 2, 1997, "Policy for the Transition to a Digital Environment for Acquisition Programs"

- establishes a digital environment as the method of choice for acquisition and support functions,
- sets a goal to achieve digital operations in the overwhelming majority of DoD acquisition and logistics operations by 2002,
- gives the program manager the responsibility for data management systems and digital environments within the total life cycle

b. Under Secretary of Defense for Acquisition and Technology, July 15, 1997, "Guidance for the Transition to a Digital Environment for Acquisition Programs"

- forms an Executive Steering Group under the OSD Director, API, to coordinate and monitor cross-component activities

c. Military Deputy to the Assistant Secretary of the Army (Research, Development and Acquisition), Oct 6, 1997, Transition to Digital Operations

- establishes the "Paperless Office" Integrated Process Team (IPT)
- tasks ACAT I / II system Program Managers to transition to paperless operations by 2002
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8.0 Guidance

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A Contractor Integrated Technical Information Service (CITIS) is a contractor service that provides authorized users with electronic access to and/or delivery of data that is developed and/or stored by a contractor and required for view and/or use by the Government. For weapons systems, it encompasses the data required by the contract, normally listed on the Contractual Data Requirements List (CDRL). Military Standard 974, August 20, 1993, defines the required and optional functionality of a CITIS but it does not restrict or constrain the contractor system that provides that functionality, nor does it address the use or content of accessible data. Use of a CITIS is recommended to reduce the expense of acquisition, storage, management, and maintenance of contractually required data. Before considering the best mechanism for interface with the contractor, the PM must first determine the requirements for data access, use, rights, possession, and ownership throughout the life cycle of the item. Requests for Proposal (RFPs) should include these requirements and solicit contractor proposals for the optimum methods to meet them using his automation system. PM IDEs should be tailored to the Proposed system.

Contractors should have the freedom to develop a single automation solution that best serves the needs of their facility and their customers. PM IDEs should be developed to integrate with contractor automation systems. If a PM is already under contract, he/she is to request a Single Process Initiative (SPI) Concept Paper from the prime vendors. This request should be made through the appropriate DCMC Management Council. These Concept Papers will identify the contractor's perspective on the optimum methods for exchanging data with his automation system. Use of the contractor's proposed interface concept will reduce or eliminate conflicting requirements on his automation system and minimize the cost of exchanging data with the contractor. To that end, planning for an effective interface with the contractor should be a critical element in the PM's IDE Transition Plan and deviations from the contractors recommended interface mechanisms should be coordinated through the PEO or DSA.

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Appendix C: Ongoing Business Process Reengineering (BPR) Activities

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Automated Configuration Management System (ACMS):

ACMS is an Army Materiel Command (AMC) initiative to provide the Army with a next generation engineering data management system. ACMS will enable greater access to and sharing of enterprise product data. ACMS will support concurrent development activities, reprocurement activities, engineering change processing, operations and maintenance activities, and disposal activities. It is envisioned that ACMS will be based on commercial Product Data Management (PDM) technology. An AMC Task Force has developed a Performance Specification for ACMS detailing needed functional capabilities. AMC’s goal is to provide ACMS capability at all MSCs. AMC envisions that PMs will make use of these ACMSs as their program’s product data management system as well as an interface into Contractor Integrated Technical Information Systems (CITIS) and Joint Engineering Data Management Information Control Systems (JEDMICS).

ACMS will provide PM offices a single, common means of rapidly finding, accessing, and controlling their product data. It will be able to accept and manipulate a wide variety of product data formats so that government and contractor created data can be maintained, located, and

used as is, with no loss of data intelligence. Further, it will automate the functions of data capture, storage, retrieval, access control, and transmittal, as well as configuration management of data, and quality control of data. ACMS's workflow capability will provide for work process definition, routing, status tracking, and performance analyses of a modeled process.

The above functionality will support Government internal and joint Government/contractor Integrated Product Teams (IPTs). It will allow PMs and MSCs to better access and share data; perform collaborative development and management actions; and better manage life cycle costs. It will also ensure data currency and usefulness. PMs should coordinate their product data management needs with their supporting MSC configuration management office in order to fully exploit ACMS functionality.

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