

REQUISITION FOR LOCAL DUPLICATING SERVICE			1. DATE OF REQUEST <i>12/11/96</i>	2. DATE REQUIRED <i>12/24/96</i>	3. JOB NUMBER <i>226</i>		
PART A - REQUEST							
4. REQUESTING OFFICE			5. DELIVERY INSTRUCTIONS				
a. ORGANIZATION <i>Sec 9143</i>	b. BUILDING <i>WC#3</i>	ROOM c. NO. <i>4E20</i>	a. DELIVER TO <i>Charge Kachka, Sec 9143, 602-8519</i>				
d. FOR REFERENCE CONSULT: (1) Name <i>Marge Kachka</i>		(2) Telephone Number <i>602-8519</i>	b. PERSON TO CALL IF TO BE PICKED UP (1) Name <i>Marge Kachka</i>		(2) Telephone Number <i>602-8519</i>		
6. DESCRIPTION OF JOB		a. APPROPRIATION CHARGEABLE					
b. TITLE, FORM NO., ETC. <i>acquisition information informational publications document 50m.2B</i>		c. CLASSIFICATION <input type="checkbox"/> Classified <input checked="" type="checkbox"/> Unclassified <input type="checkbox"/> Other (Specify)	d. NO. OF ORIGINALS <i>12</i>	e. NO. OF COPIES EACH <i>200</i>	f. DISPOSITION OF ORIGINALS <input checked="" type="checkbox"/> Return <input type="checkbox"/> Destroy		
7. SPECIFICATIONS (X and complete all that apply)							
a. TYPE REPRODUCTION <input type="checkbox"/> Xerographic <input checked="" type="checkbox"/> Offset <input type="checkbox"/> Other (Specify)		b. PRINT <input type="checkbox"/> One Side <input checked="" type="checkbox"/> Head to Head <input type="checkbox"/> Head to Foot <input type="checkbox"/> Other (Specify)		c. FINISHED SIZE <input checked="" type="checkbox"/> 8-1/2 X 11 <input type="checkbox"/> Other (Specify)	d. PAPER <input checked="" type="checkbox"/> White <input type="checkbox"/> Other (Specify)	e. INK <input checked="" type="checkbox"/> Black <input type="checkbox"/> Other (Specify)	
f. COLLATE <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	g. STAPLE <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	h. ADDITIONAL SPECIFICATIONS (Including distribution, punching, padding, location of staples, etc.) <i>make sure distribution page is on back, facing out.</i>					
8. REQUESTER CERTIFICATION. I certify that this work is authorized by regulations and is necessary to the conduct of official business.							
a. PRINTED NAME OF REQUESTER		b. SIGNATURE OF REQUESTER <i>Marge Kachka</i>		c. SIGNATURE OF PRINTING CONTROL OFFICIAL			
PART B - APPROVAL (For reproduction unit use only)							
9. DATE RECEIVED	10. PRIORITY	11. OPERATOR	12. DATE COMPLETED	13. NO. COPIES REPRODUCED	14. DATE RECEIVED BY REQUESTER	15. JOB RECEIVED BY	14. DATE REQUESTER NOTIFIED JOB IS COMPLETE

DD FORM 844, FEB 89 (EF)

Consolidates DD Form 283 and DD Form 844,
which may be used until supply is exhausted.

**ACQUISITION INFORMATION
MEMORANDUM**

SPECIAL EDITION

SECNAVINST 5000.2B

DECEMBER 1996



**NAVSEA ACQUISITION SUPPORT OFFICE
(SEA 91Y)**

TABLE OF CONTENTS

SECNAVINST 5000.2B	1
PREFACE	1
SYNOPSIS	2
PART 1 - ACQUISITION MANAGEMENT PROCESS	3
TEAMING	3
TAILORING	3
THREE TYPES OF PROGRAMS	4
ACQUISITION CATEGORY PROGRAMS	4
ABBREVIATED ACQUISITION PROGRAMS	5
NON-ACQUISITION PROGRAMS	5
DELEGATION OF MILESTONE DECISION AUTHORITY	6
MODIFICATIONS	6
PART 2 - PROGRAM DEFINITION	6
PART 3 - PROGRAM STRUCTURE	8
NO COST AND OPERATIONAL EFFECTIVE ANALYSIS (COEA)	8
COST AS AN INDEPENDENT VARIABLE (CAIV)	8
PART 4 - PROGRAM DESIGN	9
INTEGRATED PRODUCT AND PROCESS DEVELOPMENT (IPPD)	9
MILITARY AND FEDERAL SPECIFICATIONS AND STANDARDS	9
SINGLE PROCESS INITIATIVE	9
PART 5 - PROGRAM ASSESSMENTS AND DECISION REVIEWS	9
PART 6 - PERIODIC REPORTING	10
PART 7 - APPENDICES	10
PART 8 - SECNAVINST, OPNAVINST, AND MCO CANCELLATIONS	10
PART 9 - TABLE OF CONTENTS	10

TABLES

THREE TYPES OF PROGRAMS	4
TABLE 1 - SUMMARY OF ACATS, DESIGNATION AUTHORITY, DESIGNATION CRITERIA, AND MDA AUTHORITY	7

The new SECNAVINST 5000.2B is a step in the right direction for streamlining the acquisition process while maintaining a disciplined approach. Assistance in interpreting the instruction is available upon request, please contact Mr. Charles Cotton, SEA 91Y4, (703) 602-8519. Distribution of the document will be made by SEA 91Y; extra copies will also be available upon request to SEA 91Y.

Note: Whenever the Acquisition Information Memorandum covers only one subject, it is published as a Special Edition.

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 1 of 11

SECNAVINST 5000.2B

SECNAVINST 5000.2B was signed by Secretary John H. Dalton on 6 December 1996. The instruction implements mandatory Department of the Navy (DoN) policy and procedures for major and non-major Acquisition Category (ACAT) and Automated Information System (AIS) programs. The instruction is over 200 pages long; therefore, this article solely provides a preface to and a synopsis of the highlights of the document. SECNAVINST 5000.2B must be used in conjunction with DoD 5000.2-R which provides much of the generic guidance for acquisition. A DoD Acquisition Deskbook is a companion electronic tool which contains mandatory procedures as well as discretionary information; i.e., document and report formats, lessons-learned, institutional knowledge, and sage advice.

PREFACE

In March 1996, the revised DoD 5000 series documents (DoDD 5000.1 and DoD 5000.2-R) were published. These DoD documents reflect the following:

- New laws and policies, including the Federal Acquisition Streamlining Act (FASA) of 1994
- Separated mandatory policies and procedures from discretionary practices
- Reduced the volume of internal regulations
- Integrates acquisition policies and procedures for weapons systems and AIS into a single set of procedures
- Provides for an electronic on-line acquisition Deskbook

Changes in the new DoD 5000 series documents implement themes that represent

a new way of thinking about acquisition ; for example:

Empowerment. Passing authority downward to match responsibility at the working level.

Teaming. Institutionalizing cross-functional teams of product developers who work collaboratively to simultaneously create a single integrated definition of the product and processes; i.e., Integrated Product Teams (IPTs).

Tailoring. Delegates authority to the Milestone Decision Authority (MDA) to tailor the acquisition process, including program documentation (that is not statutory), acquisition phases, along with timing, scope, and level of decision reviews for each program.

**NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y)
ACQUISITION INFORMATION MEMORANDUM**

December 1996

PAGE 2 of 11

Commercial Practices. The adoption of commercial practices and standards for DoD acquisitions.

Cost as an Independent Variable (CAIV). Makes cost an independent variable in programmatic decisions, with responsible cost objectives set for each program phase. This means that the acquisition process must consider fiscal constraints before schedule and performance requirements.

Overviews of the changes to the DoD 5000 series documents can be found in both the Executive Summary, published with the new DoDD 5000.1 and DoD 5000.2-R documents, and the SEA 91Y Acquisition Information Memorandum (AIM) dated June 1996. SECNAVINST 5000.2B provides DoN procedures for implementing the new DoD policies and procedures. A synopsis of SECNAVINST 5000.2B follows.

SYNOPSIS

The new SECNAVINST 5000.2B is no longer interleaved with the DoD Instruction. The paragraphs in SECNAVINST 5000.2B correspond to the paragraphs in DoD 5000.2-R, and enclosures (1) through (6) of SECNAVINST 5000.2B follow the parts in DoD 5000.2-R. SECNAVINST 5000.2B is much smaller

than the collection of instructions which it replaces. The previous DoN instruction, SECNAVINST 5000.2A, along with other preceding instructions consisted of 559 pages. The new SECNAVINST 5000.2B has only 240 pages. The instructions being replaced by SECNAVINST 5000.2B are as follows:

SECNAVINST 5000.2A, Implementation of Defense Acquisition Management Policies, Procedures, Documentation, and Reports

OPNAVINST 5000.42D, OPNAV Role and Responsibilities in the Acquisition Process

SECNAVINST 5231.1C, Life Cycle Management Policy and Approval for Information System Projects

SECNAVINST 5711.8A, Review of Legality of Weapons Under International Law

And, several U.S. Marine Corps acquisition orders.

SECNAVINST 5000.2B is organized into nine parts. A brief generic description of their contents is provided below. The references shown (in parentheses) are to SECNAVINST 5000.2B unless otherwise noted.

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 3 of 11

PART 1 - ACQUISITION MANAGEMENT PROCESS

Part 1 defines the types of programs, acquisition categories, acquisition phases and their accomplishments, and establishes a model for managing all DON acquisition programs, including information technology (IT) acquisition programs. The management model acknowledges that acquisition programs are different. Each Program Manager (PM) and MDA is to structure each program to ensure a logical progression through a series of phases designed to reduce risk, ensure affordability, and provide adequate information for decision-making.

Teaming. Policy is provided for the use and applicability of Acquisition Coordination Teams (ACTs), their functions, and membership. The ACT is composed of representatives from the requirements generation, acquisition, testing and financial communities.

The Overarching Integrated Product Team (OIPT) and the Working-level Integrated Product Teams (WIPTs) support ACAT ID and IA programs. SECNAVINST 5000.2B prescribes the use of ACTs for ACAT IC and ACAT II programs. ACTs are encouraged for ACAT III and IV programs (paragraph 1.2, Overview of the Acquisition Management Process).

A good overview of teaming can be found in a special edition of the SEA 91Y Acquisition Information Memorandum devoted to "IPT and IPPD" published in August 1996. Information on ACTs can be found in the January 1996 Acquisition Information Memorandum (pages 3 to 5).

Tailoring. Part 1 spells out the basic information required to document a program, after which the specific documentation can be tailored to the specific program. The basic documentation will include the following:

1. Operational Requirements Document (ORD)
2. Acquisition Program Baseline (APB) (including performance, schedule, and cost parameters)
3. Test and Evaluation Master Plan (TEMP)
4. Acquisition Strategy
5. Program Life-Cycle Cost Estimate
6. Risk assessment
7. Environmental, Safety, and Health Evaluation
8. Acquisition Decision Memorandum (ADM)

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 4 of 11

Other milestone documentation is required only at the option of the MDA. How milestone information is presented to the MDA and/or documented is the MDA's option, except for statutory documents and those documents specifically requiring mandatory formats (paragraph 5.8, Program Information).

At program initiation, the PM shall propose, and the MDA shall approve the appropriate milestones and discretionary information needed in addition to the mandatory information for each milestone. Prior to each subsequent milestone, the PM shall provide the MDA with the opportunity to review and verify the information needs for that particular milestone in view of the program's status (paragraph 1.2, Overview of the Acquisition Management Process,

paragraph 1.4, Acquisition Phases and Accomplishments, and paragraph 1.5, Milestone Decision Points).

Three Types of Programs.

Acquisition Category Programs.
Acquisition Category (ACAT) programs include the acquisition categories defined by the DoD 5000 series documents, as well as ACAT IV retained by DoN.

ACAT I, IA, II, and III (DoD 5000.2-R)

- ACAT I (Major Defense Acquisition Programs)
- ACAT IA (Major Automated Information Systems)
- ACAT II (major systems)
- ACAT III (all other acquisition programs)

Three Types of Programs

- Acquisition Category (ACAT) Programs
- Abbreviated Acquisition Programs
- Non-Acquisition Programs
 - Advanced Concept Technology Demonstrations (ACTDs)
 - Advanced Technology Demonstrations (ATDs)
 - Research and Development (R&D) Studies

In addition to the above, there is also the Foreign Comparative Testing Program (paragraph 3.4.10) and the Rapid Deployment Capability (RDC) (paragraph 1.9).

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 5 of 11

ACAT IV (SECNAVINST 5000.2B)

In addition to the ACATs recognized by DoD 5000.2-R, the Navy has retained ACAT IV for acquisition programs which do not affect the military or combat characteristics of ships or ship systems but are large enough to require Acquisition Plans (APs). APs are required for acquisition programs for which (1) total development is more than \$5 million, (2) total production and services costs for any single year is more than \$15 million, or (3) total production and services costs for all years is more than \$30 million (paragraph 1.3.5, ACAT IV). ACAT IV is divided into ACAT IVT for those systems which require OT&E and ACAT IVM for those systems which do not require OT&E.

Abbreviated Acquisition Programs.

DoN has created an "Abbreviated Acquisition Program" category to encompass all of the programs which are (1) too small to warrant an AP, (2) which do not require operational test and evaluation, and yet (3) deliver a new or improved end-item or system to the fleet.

The procedures for control of Abbreviated Acquisition Programs need to be determined in order to balance the minimum necessary control and reporting (paragraph 1.3.6, Abbreviated Acquisition Programs; paragraph 1.3.6.1, Weapons System Abbreviated Acquisition Programs; paragraph 1.3.6.2, IT Abbreviated

Acquisition Programs; and paragraph 1.3.6.3, Common Weapon System and IT Abbreviated Acquisition Program Procedures).

Non-Acquisition Programs.

SECNAVINST 5000.2B continues the use of the "Non-Acquisition Program" category. A Non-Acquisition Program is an effort that does not directly result in the acquisition of a system or equipment for operational deployment. In other words, a Non-Acquisition Program is a research and development program. Examples of Non-Acquisition programs are:

- Science and Technology Programs
- Concept exploration or advanced development of potential acquisition programs
- Systems integration efforts of ATDs or other advanced development articles with no directly related acquisition program effort
- Management and support of installations or operations required for general purpose research and development

Notice that none of these program types acquire a physical end item for the fleet.

Control and oversight of Non-Acquisition Programs in R&D categories 6.3 through 6.7 which cost more than \$200 thousand in any one year or more than \$1 million over the life of the effort (in then-

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 6 of 11

year dollars) continues to be documented with the Non-Acquisition Program Definition Document (NAPDD). The NAPDD is a simple (no more than three pages long) document that must be filed for all Non-Acquisition Programs meeting the above cost criteria (paragraph 1.8, Non-Acquisition Programs).

Delegation of Milestone Decision Authority (MDA). The Navy has implemented DoD 5000.2-R with a blanket redelegation of the MDA authority for ACAT III and IV programs to the Systems Commanders, PEOs or DRPMs who are in turn allowed to redelegate the MDA authority to a flag officer, SES and even to a Program Manager for ACAT IV programs (paragraph 1.3.4 for ACAT III and paragraph 1.3.5 for ACAT IV).

Table 1 provides a summary of ACATs, Designation Authority, Designation

Criteria, and MDA Authority for DoN programs.

The addition of the abbreviated acquisition program category to the previously defined acquisition and non-acquisition categories means that from now on: *Every program in DoN is addressed by the new SECNAVINST 5000.2B.* Where before there may have been some ambiguity under which some programs were never formally reviewed or reported, the new SECNAVINST 5000.2B makes it clear that all programs are subject to some form of control and review.

Modifications. Although the new SECNAVINST 5000.2B does not create new policy for program modifications it does consolidate current modification guidance. A table of appropriate actions, depending upon the scope and type of program modified, is provided in paragraph 1.4.5.2.

PART 2 - PROGRAM DEFINITION

Before a program can be initiated it must first be defined. Part 2 issues the following fundamental mandatory guidance:

- The ORD shall delineate performance parameters and critical systems characteristics, in terms of thresholds and objectives.
- An analysis of alternatives, tailored to the scope, phase, ACAT-level, and needs of each program, is to be conducted prior

to, and considered as part of, milestone decisions.

- The DoD 5000 series documents require that ACAT I and IA programs be assessed for affordability and life-cycle cost at each milestone decision point. SECNAVINST 5000.2B extends the requirement for assessment of affordability and life-cycle cost to ACAT II, III, and IV programs at each milestone decision point.

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 7 of 11

ACAT	Designation Authority	Designation Criteria	MDA
ACAT ID (DAB-MDAP)	USD(A&T)	<ul style="list-style-type: none"> • RDT&E \$ > \$355M (96\$) • Procurement \$ > 2.135B (96\$) 	USD(A&T)
ACAT IC (NPDM-MDAP)	USD(A&T)	<ul style="list-style-type: none"> • RDT&E \$ > \$355M (96\$) • Procurement \$ > 2.135B (96\$) 	ASN(RD&A)
ACAT IA (MAIS)	ASD(C ³ I)	<ul style="list-style-type: none"> • Any single year \$ > 30M • Total program \$ > \$120M • Total life cycle cost > \$360M • Designated as either ACAT IAM or ACAT IAC 	See ACAT IAM and ACAT IAC below
ACAT IAM			ASD(C ³ I)
ACAT IAC			ASN(RD&A)
ACAT II (there are no ACAT II IT programs)	ASN(RD&A)	<ul style="list-style-type: none"> • RDT&E \$ > \$140M (96\$) • Procurement \$ > 645M (96\$) 	ASN(RD&A)
ACAT III	PEOs, DRPMS or SYSCOM Commanders	System affects the military characteristics of ships or affects combat capability	PEOs, DRPMS or SYSCOM Commanders (May be redelegated to flag or SES level))
ACAT III (IT)	ASN(RD&A)	<ul style="list-style-type: none"> • any single year \$ > 15M • total program \$ > \$30M 	ASN(RD&A)(May be redelegated to flag or SES level)
ACAT IV	PEOs, DRPMS or SYSCOM Commanders	System does not affect the military characteristics of a ship or affect combat capability, but does require an Acquisition Plan. The Acquisition Plan Thresholds are: <ul style="list-style-type: none"> • total development costs \$ > 5M, or • total production or services costs in any single year \$ > 15M, or • total production or services costs \$ > \$30M for all years 	PEOs, DRPMS or SYSCOM Commanders (May be redelegated to flag, SES level or Program Manager)
ACAT IVT		System requires OT&E	"
ACAT IVM	Requires concurrence of COMOPTEVFOR or MCOTE A to be designated ACAT IVM	System does not require OT&E	"
ACAT IV(IT)	ASN(RD&A)	<ul style="list-style-type: none"> • total development costs \$ > 5M • total procurement costs in any single year \$ > 15M • total procurement program \$ > \$30M 	ASN(RD&A) or PEOs, DRPMS or SYSCOM Commanders
Abbreviated Acquisition Programs	To be decided by each PEO, DRPM or SYSCOM	Does not require an Acquisition Plan <ul style="list-style-type: none"> • total development costs < \$ 5M, and • total production and services costs for any single year < \$ 15M, and • total production and services costs for all years < \$30M, and • do not affect the military characteristics of ships or involve combat capability. 	To be decided by each PEO, DRPM or SYSCOM

TABLE 1 - Summary of ACATs, Designation Authority, Designation Criteria, and MDA Authority

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 8 of 11

- No acquisition program shall be approved to proceed beyond program initiation unless sufficient resources, including manpower, are programmed in the most recently approved Future Years Defense Program (FYDP), or will be programmed in the Planning, Programming, and Budgeting System (PPBS) cycle.

Mandatory procedures for all ACATs are also provided in Part 2. All acquisition programs are to be defined and carefully structured to represent a judicious balance of cost, schedule, performance, available technology, and affordability constraints prior to production or deployment approval.

PART 3 - PROGRAM STRUCTURE

The elements necessary to structure a successful program are given. These elements are contained in strategies proposed by the Program Manager (PM), endorsed by the Chief of Naval Operations (CNO) or the Commandant of the Marine Corps (CMC) and approved by the MDA.

Every acquisition program is to have an Acquisition Program Baseline (APB). All APBs are to be prepared by the PM, endorsed by CNO or CMC, and approved by the MDA. ACAT I, IA and II APBs are to receive concurrence from the PEO, DRPM or SYSCOM Commander.

The APB is to document objectives and thresholds for key cost, schedule, and performance parameters (paragraph 3.2.2). The requirements for exit criteria (paragraph 3.2.3), acquisition strategies (paragraph 3.3), risk management (paragraph 3.3.2), and cost performance trade-offs (paragraphs 3.3.3.1) are discussed.

Near the end of Part 3 is a section on test and evaluation (paragraph 3.4). This section covers a number of topics including certification of readiness for OPEVAL (paragraph 3.4.3) and certification procedures. Part 3 ends with sections on life-cycle resource estimates (paragraph 3.5) and program plans (paragraph 3.6).

No Cost and Operational Effectiveness Analysis (COEA). The Cost and Operational Effectiveness Analysis (COEA) which was part of the previous DoD 5000.2 series documents and SECNAVINST 5000.2A has been eliminated. However, an analysis of alternatives will be conducted as part of the milestone decision process (paragraph 2.4).

Cost as an Independent Variable (CAIV). SECNAVINST 5000.2B mirrors the DoD guidance to apply the CAIV concept to DoN programs (paragraph 3.3.3, Cost as an Independent Variable).

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 9 of 11

PART 4 - PROGRAM DESIGN

Part 4 establishes the basis for a comprehensive, structured, integrated and disciplined approach to the life-cycle design of weapons and information technology systems, applicable to DoN acquisitions.

Integrated Product and Process Development (IPPD). Integrated Product and Process Development (IPPD) by Integrated Product Teams (IPTs) is encouraged (see paragraph 4.2, as well as the SEA 91Y Acquisition Information Memorandum devoted to "IPT and IPPD" published in August 1996).

Military and Federal Specifications and Standards. Where military and federal specifications and standards had once been a standard part of procurement, they are now to be used only when commercial specifications and standards are inadequate. Unless the Secretary has issued a blanket waiver, military and federal specifications and standards are not to be imposed in solicitations without a waiver approved by

the MDA. A waiver approved by the MDA is also needed to cite canceled military specifications and standards. Waivers for the use of military specifications and standards are not needed for reprocurement of a system or components that are already in the inventory or when a contractor asks for the use of military specifications and standards (paragraph 4.4.3, DoN Standardization Documentation).

Single Process Initiative. The objective of the Single Process Initiative is to allow contractors to use single manufacturing and management processes at their facilities to satisfy both government and commercial contracts. DoN implements the Single Process Initiative by tasking PEOs, SYSCOM Commanders, and DRPMs to identify a single point of contact to assist the Acquisition Reform Executive (ARE) in the implementation of the Single Process Initiative within their organization (paragraph 4.4.3.1, Single Process Initiative).

PART 5 - PROGRAM ASSESSMENTS AND DECISION REVIEWS

Part 5 establishes mandatory policies and procedures for conducting milestone decision reviews of all (ACAT) programs (SECNAVINST 5420.188D provides further guidance).

A helpful table in paragraph 5.8 outlines program mandatory milestone information for all ACAT programs.

NAVSEA ACQUISITION SUPPORT OFFICE (SEA 91Y) ACQUISITION INFORMATION MEMORANDUM

December 1996

PAGE 10 of 11

PART 6 - PERIODIC REPORTING

Part 6 describes the periodic reports provided to the MDA as phase documents, not milestone documents. These periodic reports include the Defense Acquisition Executive Summary (DAES), Selected Acquisition

Reports (SARs) and Acquisition Program Baselines (APBs). These reports serve to inform the MDA of cost, schedule and technical performance status.

PART 7 - APPENDICES

Part 7 is composed of eight appendices which provide working level guidance on numerous subjects including:

Acquisition Program Baseline (APB), Selected Acquisition Reports (SAR), Defense Acquisition Executive Summary (DAES), Mission Need Statements (MNS), Analysis of Alternatives, Operational Requirements Documents (ORD), Acquisition Program Baselines (APBs)/APB, JROC Interface, Non-Acquisition Programs, Acquisition Category Designation Request and

Acquisition Category Designation Change Request, Documentation Requirements, Integrated Product Team (IPT), Test and Evaluation, Navy Certification of Readiness for Operational Testing, Live-Fire Test and Evaluation Coordination Procedures, Major Automated Information System Quarterly Reports, Report Coordination Procedures, and Cost/Schedule Control Systems Reports.

Part 7 also includes a Glossary and a List of Acronyms.

PART 8 - SECNAVINST, OPNAVINST, AND MCO CANCELLATIONS

PART 9 - TABLE OF CONTENTS