

MEMORANDUM FOR THE RECORD

Subj: APPROVAL OF DEPUTY ASSISTANT SECRETARY OF THE NAVY
FOR ACQUISITION MANAGEMENT RESPONSIBILITIES

Ref: (a) ASN(RD&A) memo of 25 October 1991

1. Purpose. The purposes of this memorandum are to approve the responsibilities of the Deputy Assistant Secretary of the Navy for Acquisition Management (DASN(ACQ)) and to supersede reference (a).

2. Mission. DASN(ACQ) is the focal point in the Office of the Assistant Secretary of the Navy (Research, Development and Acquisition) (OASN(RD&A)) on matters pertaining to acquisition and business management.

3. Responsibilities.

A. Serves as the principal advisor to the Assistant Secretary of the Navy (Research, Development and Acquisition) (ASN(RD&A)) on the business and contractual aspects of acquisition programs, and participates in reviews (ARB/NPDM/DAB) of ACAT I and II and selected ACAT III/IV/non-ACAT programs. Also provides advice and technical assistance regarding business and contractual issues to program DASN's, Program Executive Officers, Systems Command Commanders, Program Managers and Contracting Officers.

B. Serves as the Competition Advocate General (CAG) of the Navy and principal advisor to SECNAV/ASN(RD&A) for competition policy issues. The CAG is responsible for challenging barriers to and promoting full and open competition in the acquisition process pursuant to the Competition in Contracting Act (CICA); developing and assigning annual competition goals for DON acquisition activities; preparing an annual report addressing DON competition results; sponsoring DON acquisition achievement awards program; and publishing long range acquisition estimates.

C. Serves as the DON Acquisition Ombudsman. In this capacity, assists all participants in the acquisition process, including the private sector and members of Congress, in investigating and resolving concerns or complaints regarding DON acquisition and procurement policies or procedures, or the conduct of specific DON acquisitions/procurements.

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D. Has primary responsibility within OASN(RD&A) for processing Justification and Approvals (J&A) for contracting actions over \$50 million which do not contemplate full and open competition, and which must be approved by ASN(RD&A), acting in his capacity as the DON Senior Procurement Executive.

E. Approves deviations/waivers to Federal Acquisition Regulation (FAR) and Defense FAR Supplement (DFARS); and coordinates DON participation in OSD/Navy procurement test programs.

F. Chairs the Navy Contract Adjustment Board.

G. Advises the Navy Senior Procurement Executive and Navy Acquisition Executive on matters pertaining to acquisition management including interpretation and implementation of acquisition policies and procedures; establishment and implementation of procurement policy (to include changes in procurement legislation); and provides advice on procurement issues.

H. Represents ASN(RD&A) on committees and workgroups relating to acquisition and program management, as well as audits conducted by GAO, DODIG, and the Navy Auditor General.

I. Develops DON policy, procedures and support for acquisition and contract management. Serves as the Navy representative on the Defense Acquisition Regulations (DAR) Council and provides Navy policy guidance, oversight and coordination for DAR Council committees. Issues and maintains the Navy/Marine Corps Acquisition Regulation Supplement (NMCARS).

J. Is the DON focal point for coordination, interpretation, and implementation of DOD acquisition policy including all DOD 5000 series instructions, manuals and directives.

K. Assists the Director for Acquisition Career Management with the establishment of DON policy for and management of the acquisition workforce. Ensures the professionalism of the contracting workforce by managing the Career Development Program for contracting personnel and overseeing their education and training.

L. Advises ASN(RD&A) on matters related to contractor labor relations, and, through the DON Labor Relations Advisor, develops, implements and oversees the execution of DOD/DON policies and procedures on contractor labor relations.

M. Establishes and maintains a DON functional acquisition automation blueprint. This includes the complete End-to-End Procurement – Financial Management process model.

N. In conjunction with PEO(IT), develops Navy-wide acquisition automation solutions.

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O. Interfaces with OSD and other DOD components on DOD-wide acquisition automation solutions.

P. Interfaces with Secretariat-level and other Naval organizations on Navy-wide automation solutions, which affect and are affected by acquisition automation, e.g. finance and logistics.

Q. Performs assessments and analyses of current practices and results, in conjunction with the Systems Commands, to find the most effective practices for adaptation and implementation (e.g. business intelligence).

R. Serves as the DON Functional Area Manager (FAM) for the Acquisition Domain.

S. Ensures DON acquisition automation ideas and concerns are appropriately reflected in the acquisition policy process.

T. Is responsible for oversight and review of Heads of the Contracting Activity (HCA's) and other designated Navy contracting organizations and oversees and provides guidance on the Procurement Performance Management Assessment Program (PPMAP).

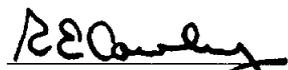
U. Serves as an Initial Denial Authority for designated FOIA requests.

V. Provides program management for the Government-Industry Data Exchange Program (GIDEP). GIDEP is chartered by the Joint Logistics Commanders and supports government systems' safety, readiness, logistics effectiveness, productivity, and cost reduction through timely storage, retrieval, and distribution of data among government and industry organizations. The data covers many critical logistics and engineering categories such as non-conformances, diminishing manufacturing sources/material shortages, metrology/calibration, and reliability, and is useful in all phases of the lifecycle.

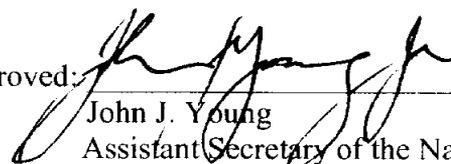
W. Serves as the DON focal point for DOD business transformation initiatives and business process reengineering.

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Submitted:


Robert E. Cowley
Deputy Assistant Secretary of the Navy
(Acquisition Management)

Approved:


John J. Young
Assistant Secretary of the Navy
(Research Development and
Acquisition)