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THE UNDER SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-3010

ACQUISITION, TECHNOLOGY AND LOGISTICS

JUL 30 2003

MEMORANDUM FOR DIRECTOR, NATIONAL IMAGERY AND MAPPING AGENCY
DIRECTOR, NATIONAL SECURITY AGENCY
DIRECTOR, DEFENSE INTELLIGENCE AGENCY

SUBJECT: BRAC 2005 Guidance for the Joint Cross-Service Group Analysis of Defense Agency Functions

On November 15, 2002, the Secretary of Defense formally initiated the 2005 Base Realignment and Closure (BRAC) process. He established the Infrastructure Executive Council (IEC) and the subordinate Infrastructure Steering Group (ISG) to oversee and operate the BRAC 2005 process, further directing the ISG to recommend to the IEC, no later than April 15, 2003, those functions that should receive joint cross-service analysis. To facilitate defining these functions and perform the subsequent joint analysis, the ISG established six Joint Cross-Service Groups (JCSGs): Education & Training; Headquarters & Support Activities; Industrial; Medical; Supply & Storage; and Technical. On June 24, 2003, the Secretary approved these groups and the functions each will review. On June 27, 2003, the ISG approved the creation of a seventh JCSG to review intelligence functions.

To ensure that all DoD functions receive a comprehensive review within the BRAC process, the ISG reviewed Defense Agency functions and assigned them to the appropriate JCSG(s). The ISG assigned your agency functions to the Intelligence JCSG, chaired by Carol Haave, Deputy Assistant Secretary of Defense (Security and Information Operations).

The ISG also decided that each Defense Agency will be responsible for collecting and certifying its BRAC data that will be submitted to the JCSGs for their analysis. In order to ensure that the data output is consistent, each Defense Agency is required to use one of the data collection tools being developed by the Military Departments. Each Defense Agency will be asked to work with the Military Department BRAC Directors to select its preferred Military Department data collection tools and be required to reimburse the Military Department for any technical support costs. Your BRAC representative will be invited to a meeting to discuss the data collection tools in the near future.

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Please designate an individual who will represent you in the BRAC process and provide the name of your BRAC representative to Peter Potochney, OSD Director of Base Realignment and Closure, within two weeks. Mr. Potochney can be reached at peter.potochney@osd.mil or 703-614-5356.

Michael W. Wynne
Acting USD (Acquisition, Technology & Logistics)
Chairman, Infrastructure Steering Group

cc:
Chairman, Intelligence Joint Cross-Service Group