

ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS**THE UNDER SECRETARY OF DEFENSE**3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

MAR 10 2005

## MEMORANDUM FOR CHAIRMEN, JOINT CROSS-SERVICE GROUPS

SUBJECT: Candidate Recommendation Close-out and Data Verification

Based on current projections, approximately 65 candidate recommendations remain to be briefed to the Infrastructure Steering Group (ISG). In order to ensure there is sufficient time to prepare and coordinate the final report, candidate recommendations must be briefed to the ISG no later than its meeting on March 15, 2005. Complete candidate recommendation packages and briefing slides must therefore be submitted to the OSD BRAC office no later than March 11, 2005.

As we have discussed in our ISG meetings, our approach to developing scenarios and candidate recommendations is "strategy driven – data verified." You should be in the process of circling back to verify that the data used to support your candidate recommendations are accurate, certified, and auditable.

The DoD Office of the Inspector General (IG) has been reviewing your analytical processes to ensure that all data are auditable and that you have followed procedures outlined in your Internal Control Plans. These audits have highlighted certain corrections, including the need for consistently using certified data to shape your candidate recommendations. As we conclude the process of developing candidate recommendations, you should ensure that all data used are auditable, including modifications in keeping with Internal Control Plans and inclusion of corrections brought to your attention by IG audits.

A handwritten signature in black ink, appearing to read "Michael W. Wynne".

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

cc: Infrastructure Steering Group

