



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
1000 NAVY PENTAGON  
WASHINGTON, D.C. 20350-1000

DCN 8619

September 5, 2003

MEMORANDUM FOR CHIEF OF NAVAL OPERATIONS  
COMMANDANT OF THE MARINE CORPS

Subj: DEPARTMENT OF THE NAVY SUPPORT TO JOINT CROSS SERVICE  
GROUPS IN THE BASE REALIGNMENT AND CLOSURE (BRAC)  
PROCESS

The Department of Navy (DON) fully supports the Joint Cross Service Group (JCSG) analytical and deliberation process as the primary way to address common business oriented support functions for BRAC 2005. As we move forward with these efforts, we need to do so with the full participation and unity of effort of our Navy and Marine Corps team. The Department's focal point for these efforts is the Infrastructure Analysis Team (IAT), under the cognizance of the Deputy Assistant Secretary of the Navy, Infrastructure Strategy and Analysis (DASN IS&A).

I recognize that there have been numerous demands against your already limited resources to support the JCSGs. In order to ensure those resources are being utilized as efficiently and effectively as possible, all requests to provide support to the JCSGs, even for part-time or subject matter assistance, shall be directed to and managed by DASN IS&A. This will remove the direct burden from your staffs and ensure standardization and consistency in our approach. Attachment 1 provides guidance on submitting these requests.

Additionally, the IAT will be responsible for issuing data calls, collecting certified data, and certifying the responses to the JCSGs for all DON information. This process will ensure the questions are standardized, consistent, and that resulting data will meet the statutory data certification requirement.

Hansford T. Johnson  
Secretary of the Navy  
Acting

Attachment:

1. JCSG Resourcing request

**\*MASTER DOCUMENT\***  
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\*\*\* MASTER DOCUMENT \*\*\*  
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## JCSG RESOURCING REQUESTS

1. Request must specify number of personnel, full or part time, civilian or military, and include a description of required skills (designator or military occupational specialty).
2. DASN(IS&A) will assess the request and seek resources from the Infrastructure Analysis Team (IAT), or if necessary, coordinate with Deputy Chief of Naval Operations for Fleet Readiness and Logistics (N4) or Deputy Commandant for Installations and Logistics (I&L) as applicable.
3. Any JCSG resourcing requests coming directly to N4 or I&L should be forwarded to DASN(IS&A). DASN(IS&A) will then respond to the JCSG principal as to resource availability.