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ASD(C) . . .
7935.1-1

NUMBER 7935.1

DATE September 13, 1977

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ASD(C)

Department of Defense Instruction

SUBJECT DoD Automated Data Systems Documentation Standards

- References:
- (a) DoD Instruction 4120.17, above subject, December 29, 1972 (hereby canceled)
 - (b) DoD Directive 5100.40, "Responsibility for Administration of the DoD Automatic Data Processing Program," August 19, 1975
 - (c) DoD Directive 4105.55, "Selection and Acquisition of Automatic Data Processing Resources," May 19, 1972
 - (d) DoD Manual 4120.3M, "Standardization Policies, Procedures, and Instruction," January 3, 1972
 - (e) DoD Manual 4120.17M, "Automated Data System Documentation Standards Manual," December 29, 1972 (hereby canceled)

A. REISSUANCE AND PURPOSE

This Instruction reissues reference (a) to implement provisions of DoD Directive 5100.40 (reference (b)), supplement DoD Directive 4105.55 (reference (c)), and authorize the publication of the DoD Automated Data Systems (ADS) Documentation Standards (DoD Standard 7935.1-S). References (a) and (e) are hereby superseded and canceled.

B. APPLICABILITY AND SCOPE

1. The provisions of this Instruction apply to the Office of the Secretary of Defense, the Military Departments, the Organization of the Joint Chiefs of Staff, the Defense Agencies, and the Unified and Specified Commands, referred to hereafter as "DoD Components."

2. Its provisions cover the documentation of all DoD ADS administered under the authority of references (b) and (c), throughout their life cycles, whether owned and operated by DoD or by contractors for DoD. The standards set forth in DoD 7935.1-S will govern to the exclusion of any other issuances, e.g., Federal Information Processing Standards Publication 38, and DoD Component issuances.

C. DEFINITIONS

Terms used in this Instruction are defined in enclosure 1 of DoD Directive 5100.40 (reference (b)) and enclosure 1 to DoD Directive 4105.55 (reference (c)).

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D. POLICY

1. DoD Standard 7935.1-S will be used as the basis for documentation of all ADS projects, DoD-wide, that are initiated after the effective date of the Standard. The Standard is designed to facilitate continuing improvement and timely responsiveness to evolving technology. Amendments will be published to accomplish this.

a. Redocumentation of an existing ADS to meet the requirements of DoD Standard 7935.1-S is required when major system changes to the ADS are accomplished and the cost of such redocumentation (1) is a small percentage of the cost of the system change and (2) can reasonably be expected to be recovered during the life cycle of the system, using the Standard.

b. DoD Components may issue only such administrative instructions as are necessary to implement the provisions of this Instruction and distribute the Standard.

2. Approved waivers to the provisions of the Standard will be considered as interim measures and will ultimately be brought into compliance with the Standard.

E. RESPONSIBILITIES

1. The Deputy Assistant Secretary of Defense (Management Systems) shall arrange for publication of the Standard and any approved amendments and shall act as approval authority for request for waivers from provisions of the Standard.

2. The Senior ADP Policy Official of a DoD Component, designated in accordance with DoD Directive 5100.40 (reference (b)), shall ensure the implementation of this Instruction and the Standard within his Component, process requests for waivers from its use, and recommend appropriate revisions to the Standard.

3. The Director for Data Automation, Headquarters, USAF, designated the DoD Assignee Activity for Information Processing Standards for Computers in accordance with DoD Manual 4120.3-M (reference (d)), shall review and coordinate all recommendations for changes to DoD Standard 7935.1-S prior to final approval by the Deputy Assistant Secretary of Defense (Management Systems).

F. WAIVERS

1. When application of DoD Standard 7935.1-S will result in unacceptable degradation of performance or substantial increase in costs, a waiver of the provisions of the Standard may be requested on an individual ADS or project basis.

2. Request for waiver shall be forwarded by the DoD Component Senior ADP Policy Official to the DoD Assignee Activity shown in paragraph E.3. for assessment and recommendation to the Deputy Assistant Secretary of Defense (Management Systems).

3. The justification for such waiver shall be based on a life cycle cost and demonstrate an unfavorable cost-benefit impact. Recommendation for revision to the Standard shall also be proffered to obviate the need for similar future waivers.

F. EFFECTIVE DATE AND IMPLEMENTATION

The provisions of this Instruction are effective immediately. Forward three copies of implementing documents to the Assistant Secretary of Defense (Comptroller) within 90 days.

Fred P. Wacker

Assistant Secretary of Defense (Comptroller)

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7935.1

DEPARTMENT OF DEFENSE DIRECTIVES SYSTEM TRANSMITTAL

NUMBER	DATE	DISTRIBUTION
7935.1, Ch 1	March 8, 1989	7000 Series

ATTACHMENTS

None

INSTRUCTIONS FOR RECIPIENTS

The following pen changes to DoD Instruction 7935.1, "DoD Automated Data Systems Documentation Standards," September 13, 1977, are authorized:

PEN CHANGE

Page 1

Subject and Section A., line 4. Change "Automated Data Systems" to "Automated Information Systems"

Change Reference (b) to "DoD Directive 7740.1, "DoD Information Resources Management Program," June 20, 1983

Delete Reference (c)

Change Reference (d) to "DoD 4120.3-M, "Defense Standardization and Specification Program Policies, Procedures, and Instructions," August 1978, authorized by DoD Directive 4120.3, February 10, 1979 and redesignate it as Reference (c)

Change Reference "(e)" to Reference "(d)"

Subsection B.2., line 4. Delete the last sentence.

Page 2

Subsection E.1., line 2. Delete "arrange for publication of the Standard and any" and change "approved" to "approve"

Subsection E.3., line 1. Change "Director for Data Automation Headquarters, USAF" to "Director for Architecture and Technology, Headquarters, Technology and Security Division (USAF/SCTT)"

WHEN PRESCRIBED ACTION HAS BEEN TAKEN, THIS TRANSMITTAL SHOULD BE FILED WITH THE BASIC DOCUMENT

NUMBER 7935.1, Ch 1	DATE March 8, 1989	DEPARTMENT OF DEFENSE DIRECTIVES SYSTEM TRANSMITTAL
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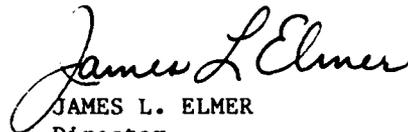
INSTRUCTIONS FOR RECIPIENTS (continued)

Make the following changes **throughout the text:**

- Change "ADS" to "AIS"
- Change "DoD Standard 7935.1-S" to "DoD-STD-7935A"
- Change "ADP" to "Information Resources Management (IRM)"
- Change "Assignee Activity" to "Lead Standardization Activity"
- Change "Deputy Assistant Secretary of Defense (Management Systems)" to "Deputy Comptroller (Information Resources Management)"

EFFECTIVE DATE

The above changes are effective immediately. DoD 7935.1-STD, "Department of Defense Defense Automated Data Systems (ADS) Documentation Standards," April 24, 1984, is canceled by DoD-STD-7935A," 31 October 1988.



JAMES L. ELMER
Director
Correspondence and Directives

ASD(CSI)
-46-7927

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ATTACHMENTS

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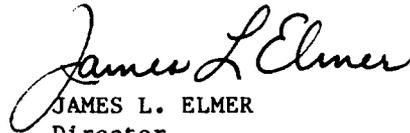
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JAMES L. ELMER
Director
Correspondence and Directives

SUPPLEMENTARY

INFORMATION

DEPARTMENT OF DEFENSE

DIRECTIVES SYSTEM TRANSMITTAL

NUMBER See Below Pen Changes	DATE November 16, 1994	DISTRIBUTION 7000 series
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ATTACHMENTS

None *ERRATA AD-A272546*

INSTRUCTIONS FOR RECIPIENTS

Pen changes to the following DoD Issuances are authorized:

<u>DoD Issuance Number and Date</u>	<u>Change Number</u>
<u>DoD Instruction 7700.2, August 26, 1975</u> Section V. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 4. Delete "Two copies of the implementing documents shall be forwarded to the Assistant Secretary of Defense (Manpower and Reserve Affairs) within 90 days."	Change 1
<u>DoD Directive 7730.57, February 5, 1976</u> Section VII. Heading. Delete "AND IMPLEMENTATION" Subsection B. Delete in its entirety	Change 2
<u>DoD Directive 7740.1, June 20, 1983</u> Section H. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward three copies of implementing documents to the Assistant Secretary of Defense (Comptroller) within 180 days."	Change 1
<u>DoD Instruction 7935.1, September 13, 1977</u> Section G. Heading. Delete "AND IMPLEMENTATION" Lines 1 through 3. Delete "Forward three copies of implementing documents to the Assistant Secretary of Defense (Comptroller) within 90 days."	Change 2

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NUMBER

See Previous Page

DATE

November 16, 1994

DEPARTMENT OF DEFENSE
DIRECTIVES SYSTEM TRANSMITTAL

INSTRUCTIONS FOR RECIPIENTS (continued)

EFFECTIVE DATE

The above pen changes are effective immediately. Although the pen changes remove the requirement for DoD Components to issue implementing documents, the DoD issuances are directly applicable to all elements with the Components and the Heads of the DoD Components are responsible for carrying out the DoD guidance.


JAMES L. ELMER
Director
Correspondence and Directives