

DoD Enterprise Architecture Congruence Community of Practice Charter
August 25, 2005

A. Purpose and Scope.

The DoD Enterprise Architecture Congruence Community of Practice (EAC CoP) is chartered under the authority of the DoD CIO to develop and institutionalize a uniform DoD Enterprise Architecture (EA) across the three DoD and in particular the three pillar processes of capability development, resource management, and acquisition. Further, the OMB requires Cabinet-level Departments and Agencies to align their enterprise architecture with the Federal Enterprise Architecture (FEA).

The DoD EAC CoP was chartered by the office of the DoD CIO, to lead the alignment of the DoD EA with the Federal Enterprise Architecture (FEA). This alignment was accomplished by creating a set of DoD EA Reference Models (RMs) that aligned with the FEA RMs. To facilitate the alignment responsibility, the DoD EAC CoP saw the need to develop and institutionalize the use of a common tool that leverages the DoD EA RM to electronically catalogue and index the Department's data, information and knowledge across its three pillar processes, to make that information and knowledge accessible to the Department within the scope of the Department's security policies. The EAC CoP actions support DoD transformation goals including interoperability, net-centricity, and effective resource utilization. The EAC CoP is about driving DoD transformation, and giving stakeholders a management tool they need so they can better focus technology on improving process efficiency for DoD Components, DoD Mission Areas and on the right business results for the Department.

The National Defense mission is extremely complex and challenging, particularly in light of the Department's transformation goals to integrate enterprise architectures and focus on joint, cross cutting and transformational initiatives while fighting a war against terrorists. To most expeditiously and effectively fulfill any element of this mission, a DoD stakeholder needs to know about related and applicable activities, resources, capabilities, organizations, knowledge bases, policies, processes and standards. Establishing one-to-one relationships between all of these knowledge points is impossible yet is very achievable when done indirectly through a standardized DoD EA RM.

The DoD EA RM must include a number of standardized dimensions in order to enable rapid discovery of information based on different focus or areas of interest. The discovery and use of information in a timely fashion is the essence of the architectural perspectives required to achieve the overarching DoD vision of Net-Centric Operations and Warfare (NCOW) across the many, diverse Department communities of interest (COIs). When consistently institutionalized and applied across the Department, the DoD EA RM can be a tool that profoundly increases vital information sharing within and between DoD's pillar processes. Just as the Dewey Decimal indexing and classification system made knowledge accessible in libraries

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across the world, so can the development and widespread use of a uniform, DoD EA RM to substantially increase cohesion and alignment of information resources across the Department.

B. Community of Practice Functions.

- 1) Development. Continually improve the DoD EA RM to provide context for complex enterprise data to include business, information technology and architecture data. Develop and institutionalize the DoD EA RM, aligning with the work of other architecture efforts to create a consistent DoD-wide model.
- 2) Communicate. Communicate the value of the DoD EA RM to the Executive Steering Group, DoD CIO Executive Board and other enterprise executives as required.
- 3) Demonstration. Through case studies and white papers, document the value proposition for the DoD EA RM use to inform the Capital Planning Investment & Control (CPIC) process. Demonstrate the DoD EA RM impact in CPIC decision process by documenting case studies and recommend improvements to the IT capital planning process. Visualize the DoD EA RM interdependencies and value using IT tools.
- 4) Guidance. Participate in development of guidance and software to facilitate more informed decisions using architecture information as the foundation in the OMB A-11 process and other information resources management processes.
- 5) Governance. Create and prepare the necessary governance documents to make institutional the DoD EA RMs as a vital decision support tool.
- 6) Recommendations. Recommend governance policy and process for using the DoD EA RM to bring about DoD enterprise transformation, managing and improved information sharing. Institutionalize the business value of the DoD EA RM to the decision processes of the Department and the Federal Government by creating and promulgating policy promoting inter and intra cross mission area analysis to reduce cost of IT and improve effectiveness of the enterprise through improved line-of-sight between the IT and mission and performance goals of the Department.

C. Composition of the EAC CoP.

- 1) Chair, Department of Defense, Chief Information Office (DoD CIO)/Architecture and Interoperability Directorate (representative)
- 2) DoD Mission Area Managers (representative)
- 3) CoP Members.
 - a. CIO, Department of the Army (representative)
 - b. CIO, Department of the Navy (representative)
 - c. CIO, Department of the Air Force (representative)
 - d. USD AT&L , Resources Analysis (representative)
 - e. CIO, Office of the Secretary for Defense, Portfolio Management (representative)
 - f. USD(Comptroller) Business Management Modernization Program (representative)

- g. ASD(NII) Resources Directorate (representative)
- h. USD for Intelligence (representative)
- i. Director, Program Analysis and Evaluation (representative)
- j. CIO, Joint Staff (representative)
- 4) Executive Secretary, Deputy CIO, Architecture & Interoperability Directorate (CTR resource)
- 5) Advisors from the Joint Staff, NSA, DISA and General Council as needed

D. Chairs Responsibilities

- 1) Call and chair meetings.
- 2) Approve agendas.
- 3) Present and represent positions of the CoP in many forums to include the, DoD CIO Executive Board and other DoD executives as required.
- 4) Assign actions and tasks.
- 5) Convene and assign teams to perform specific tasks or develop specific products needed by the CoP.
- 6) Charter, task, and coordinate subgroups to address aspects of DoD EA RM.
- 7) Collaborate and share information with related DoD and other architecture groups.
- 8) Report progress, issues, and recommendations to the Senior Executive-in-Charge (SEC), and or Senior Advisory Group (SAG).
- 9) Execute other actions and tasks as assigned by the SEC and SAG.
- 10) Resolve other issues as required.
- 11) Seek CoP consensus on issues.
- 12) Approve meeting summaries.
- 13) Appoint Deputy Chair as needed
- 14) Deputy Chair will fulfill the Chair responsibilities in the Chair's absence.

E. Members' Responsibilities.

- 1) Assist the Chair to charter, task, and coordinate subgroups to address aspects of the DoD EA RM.
- 2) Collaborate and share information with related DoD and other architecture groups.
- 3) Prepare and assist the Chair to report progress, issues, and recommendations to the SEC and or SAG.
- 4) Assist the Chair to execute other actions and tasks as assigned by the SEC or SAG.
- 5) Identify and nominate agenda items and issues to the Chair's consideration.
- 6) As offices of principal responsibility (OPRs), sponsor items and issues for meetings, including preparation of position papers and read-ahead materials, and presentation of briefings.
- 7) Represent their organizations' positions with regard to CoP issues.
- 8) Convey and support the positions and decisions of the CoP to their organizations.
- 9) Execute actions and tasks as directed by the Chair.

- 10) Ensure their organizations are represented on appropriate subordinate bodies.
- 11) Represent and advocate the CoP's positions within their home organizations.
- 12) Keep the CoP apprised of relevant and significant matters arising from but not limited to discussions of the IC CIO Executive Council, Joint Requirements Oversight Council (JROC), the Defense Acquisition Board (DAB), and other related groups.
- 13) Review meeting summaries.

F. Executive Secretary's Responsibilities

- 1) Assist the Chair to charter, task, and coordinate subgroups to address aspects of the DoD EA RM.
- 2) Collaborate and share information with related DoD and other architecture groups.
- 3) Prepare and assist the Chair to report progress, issues, and recommendations to the SEC and SAG.
- 4) Assist the Chair to execute other actions and tasks as assigned by the higher level authority such as the CIO Executive Board.
- 5) Propose issues and processes to support the functions of the CoP.
- 6) Conduct reviews of architectures, requirements, resource allocations, reference models, and OMB guidance directed by the Chair or the CoP.
- 7) Provide advice and counsel to the Chair on CoP matters.
- 8) At the direction of the Chair, formulate, research, and present DoD EA RM issues before the CoP.
- 9) Structure issues and ensure proper representation on items before the CoP.
- 10) Announce and hold meetings at Chair's direction.
- 11) Ensure that all security rules and regulations regarding classified meetings and documents are followed.
- 12) Assemble, prepare, and distribute material on matters under consideration by the CoP.
- 13) Disseminate specific requirements for data and other actions on behalf of the CoP.
- 14) Disseminate decisions reached by the Chair and CoP to appropriate DoD officials.
- 15) Monitor and track follow-on actions taken to ensure that decisions reached and assignments made by the CoP Chair and CoP are implemented properly, including preparation of DoD issuances for recommendation.
- 16) Prepare and distribute CoP meeting summaries.
- 17) Maintain and safeguard records and ensure their appropriate disposition.
- 18) Maintain liaison to the entities defined in Section G.
- 19) Support and coordinate the activities of the CoP's subordinate bodies.
- 20) Compile and maintain contact lists for CoP members and their coordinating staffs.

G. Advisors' Responsibilities.

- 1) Provide advice on technical, security, military intelligence and legal matters as requested by the CoP and office of the DoD Deputy CIO to include the SEC.
- 2) Perform studies and analyses as requested by the CoP and DoD Deputy CIO.

F. Senior Executive in Charge. The SEC is the Director Architecture & Interoperability, Office of the DoD CIO or his representative. Roles and responsibilities include: a) As needed, oversee, advise and direct the work of the CoP consistent with this Charter. Provide the Executive Secretary by the Director; and b) provide leadership for the institutionalization of the DoD EA RM throughout the Department briefing the CIO Executive Board, peers and other executives as necessary.

G. Senior Advisory Group. The Senior Advisory Group is composed of Senior-level government or officials comparable in military rank. The composition is from the Services, BMMP, JS and IC with the Director, Architecture & Interoperability Directorate or representative servings as Chair. The Chair provides the Executive Secretary support. Roles and responsibilities include: a) As necessary task and advise the EAC CoP; b) provide advice, briefings and recommendation to the SEC and other DoD executives within their home organizations in support of the DoD EA RM as needed; c) support and facilitate the coordination and institutionalization of the results of the EAC CoP.

H. Related Entities and their Roles and Responsibilities.

- 1) **Subgroups.** Execute actions and tasks as assigned by the Chair DoD EAC CoP, report progress, issues, and recommendations to the DoD EAC CoP.
- 2) **Mission Area Managers.** Institutionalize the DoD EA within their mission areas.
- 3) **Agencies (CIOs).** Institutionalize the DoD EA within the agency.
- 4) **Services (CIOs).** Support the EAC CoP with contract resources and government personnel.
- 5) **DISA.** Provide DoD-wide access and computing resources.

Roy Mabry

August

25, 2005

Revision Date

Assistant to the Director A&I, and
Chair, DoD EA Community of Practice