THE UNDER SECRETARY OF DEFENSE
3010 DEFENSE PENTAGON
WASHINGTON, DC 20301-3010

AUG 2 5 2010

ACQUISITION,
TECHNOLOGY
AND LOGISTICS

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Government Performance of Critical Acquisition Functions

References: (a) Section 820, P.L. 109-364, John Warner National Defense
Authorization Act for FY 2007, as amended, Section 805, P.L. 111-84,
National Defense Authorization Act for FY 2010
(b) DoDI 5000.55, "Reporting Management Information on DoD Military
and Civilian Acquisition Personnel and Positions," September 11, 1991

Per reference (a), the Department is to ensure selected positions assigned to Major
Defense Acquisition Programs (MDAP) and Major Automated Information System
(MAIS) programs are performed by a properly qualified member of the Armed Forces or
full-time employee of the Department of Defense by October 16, 2011.

The Department's implementation strategy includes establishment of Key
Leadership Positions (KLPs) that have a significant level of responsibility and authority
and are key to the success of a program or effort. The Military Departments and Defense
Agencies may designate any position which meets the criteria. However, the following
have been identified as mandatory KLPs because they are identified in reference (a) or
have significant levels of responsibility and authority and are essential for the success of
a program:

- Program Executive Officer/Deputy Program Executive Officers

- Program Manager (PM) (Acquisition Categories I, IA and II)

- Deputy Program Manager (DPM) (Acquisition Category I)

- Senior Contracting Official

- MDAP/MAIS positions (Acquisition Categories I and IA) when the function is
required based on the phase or type of acquisition program:

  o Program Lead Systems Engineer

  o Program Lead Cost Estimating

o   Program Lead Contracting Officer

o   Program Lead Logistician (Product Support Manager)

o   Program Lead Business Financial Manager

o   Program Lead Test and Evaluation

o   Program Lead Production, Quality, and Manufacturing

o   Program Lead Information Technology

In general, the "program lead" positions are expected to be filled by military members at the lieutenant colonel/colonel or commander/Navy captain levels or by the civilian equivalent. Program leads advise the PM/DPM and may be matrixed to the program office. Although program leads may report to a higher-level functional (i.e., command/center functional lead or his or her direct report), these positions must be designated as KLPs. Program lead KLPs must be designated in the position category associated with the lead function. For example, "lead logistician" positions must be designated as positions in the "Life Cycle Logistics" position category.

Please identify your Component strategy not later than October 15, 2010, to ensure KLP functions are performed by properly qualified members of the Armed Forces or full-time employees of the Department of Defense by October 16, 2011. KLPs as identified in this memorandum should be designated by December 31, 2010, and reflected in the data submitted in accordance with reference (b). KLP metrics must be reported at future Senior Steering Boards. Mandatory metrics include KLP fill rates and qualification rates of workforce members assigned to KLPs. We will work with your staffs to develop the formats to establish the reporting templates.

My point of contact is Ms. Carolyn Willis, OUSD(AT&L)/HCI, at 703-805-5916.

Frank Kendall
Acting