



## DCMA INSTRUCTION 3401

### DEFENSE INDUSTRIAL BASE MISSION ASSURANCE

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<b>Office of Primary Responsibility:</b>	<b>Integrating Capability – Defense Industrial Base Mission Assurance</b>
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**Purpose:** This issuance, in accordance with the authority in DoD Directive 5105.64:

- Establishes policy, assigns responsibilities, provides an Agency-integrated framework, and prescribes general provisions associated with Defense Industrial Base Mission Assurance (DIB MA), an Agency mission essential function per DCMA Memorandum 17-072 and one of two Mission Assurance activities within DCMA
- Delineates Agency national DIB sector Mission Assurance responsibilities pursuant to DoD Directive 3020.40, DoD Instruction 3020.45, Presidential Policy Directive PPD-21, and related issuances

- Defines the Agency's Industrial Base Assessment (IBA) role in supporting defense acquisition program manager execution of DoD Instruction 5000.02 in accordance with U.S.C. Title 10 and DoD Instruction 5000.60 and demonstrates how IBA is integral to DIB MA
- Establishes a series of DIB MA procedural manuals (DCMA-MAN 3401-XX) that document DIB MA processes and provide implementation guidance

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## SECTION 1: GENERAL ISSUANCE INFORMATION

**1.1. APPLICABILITY.** This issuance applies to all DCMA Operational Units (OUs), as well as DCMA components and capabilities that contribute to Defense Industrial Base (DIB) Mission Assurance (MA) as identified in Section 2 of this Instruction.

**1.2. POLICY.** It is DCMA policy to:

a. Establish, execute, and maintain DIB MA capability to fulfill the Agency's mission and comply with U.S. laws, regulations, and DoD issuances. Personnel will execute this instruction and associated manuals in a safe, efficient, effective, and ethical manner.

b. Identify, assess, manage, monitor and report potential DoD mission execution risk resulting from DIB capability risk.

c. Perform DIB MA in a multifunctional, synchronized, and coordinated manner by integrating data throughout DCMA and partnering with other DoD, Federal, state, local, and commercial entities that have a stake in DIB MA.

d. Provide value-added DIB insight and share industrial capabilities analysis where appropriate and as permitted by law: (1) externally to DoD, Federal, state, local and commercial industry partners to manage DIB risk efficiently and effectively; and (2) within DCMA to support corporate risk evaluation, major program risk monitoring, contract risk assessment, critical sub-contractor oversight delegation, and surveillance planning.

e. Implement MA goals as defined in DoD Directive (DoDD) 3020.40, "Mission Assurance (MA)." Identify and prioritize critical DIB missions, capabilities, functions, systems, and supporting assets. Develop and implement a comprehensive and integrated DIB MA risk management construct. Use risk-informed decision making to optimize DIB risk reduction solutions. Partner with non-DoD entities (e.g., commercial capability owners/operators), as appropriate and as permitted by law, to reduce DIB risk.

f. Fulfill Agency responsibilities pursuant to DoDD 3020.40, DoD Instruction (DoDI) 3020.45, "Defense Critical Infrastructure Program (DCIP) Management", Presidential Policy Directive PPD-21, "Critical Infrastructure Security and Resilience," and related issuances. Specifically, execute the assigned national DIB sector responsibilities on behalf of the DIB sector-specific agency (SSA) and synchronize these activities within DoD's MA construct.

g. Support defense acquisition program managers in executing DoDI 5000.02, "Operation of the Defense Acquisition System" and meeting statutory requirements under Title 10, United States Code (U.S.C.) by providing industrial base assessments (IBAs) in accordance with DoDI 5000.60, "Defense Industrial Base Assessments."

h. Safeguard business sensitive and proprietary DIB data, controlled unclassified information (CUI), protected critical infrastructure information (PCII), and classified material routinely gathered or developed in the execution of DIB MA.

### 1.3. OVERVIEW.

a. MA informs mission owners and senior leaders of operational risk to critical capabilities that support mission essential functions (MEFs). DoD applies a standardized MA framework to achieve comprehensive mission risk management across a spectrum of essential capabilities, including those provided by the DIB. DCMA leverages its worldwide presence and access to industrial facilities to execute national DIB sector MA responsibilities on behalf of the national DIB SSA.

b. DIB MA is an integrating capability within DCMA's Business Capability Framework (BCF) that utilizes available Agency data and gathers industry data in order to analyze industrial capability risk. The Industrial Analysis Group (IAG) is the DIB MA office of primary responsibility (OPR) per DCMA Memorandum 17-072, "Agency Mission Essential Functions." The IAG serves as the DoD MA center of excellence to identify, analyze, and assess the DIB supply chain network that supports DoD mission execution and assist other DoD Components' efforts with DIB-related analysis. DIB MA is defined by the following processes that act together in concert to achieve comprehensive DIB risk management: Conduct IBA; Identify and Prioritize DIB Assets; Assess DIB Mission Risk; Manage DIB Mission Risk; Execute DIB Monitoring and Reporting; and Administer DIB MA Industry Outreach and Awareness.

c. This Instruction provides guidance to the DCMA workforce responsible for executing the DIB MA activity, defines high-level roles, and delineates responsibilities for the various DCMA components and capabilities. The IAG integrates input data from these different Agency components and capabilities to identify, assess, manage, monitor, and report potential DoD mission execution risk resulting from DIB capability risk.

## SECTION 2: RESPONSIBILITIES

### 2.1. DIRECTOR, DCMA. The DCMA Director will:

- a. Provide strategic business capability oversight.
- b. Appoint integrating capability manager(s) and charter a standing cross-functional DCMA Integrating Capabilities Board that oversees the integrating capabilities.
- c. Designate and resource the IAG as the OPR to perform the Agency's DIB MA MEF and execute assigned national DIB sector MA responsibilities on behalf of the DIB SSA.
- d. Act as the original classification authority (OCA) for DIB MA related security classification guides (SCGs).
- e. Represent DCMA at DoD senior leadership forums such as: Industrial Base Council (IBC), Mission Assurance Executive Steering Group (MA ESG), Mission Assurance Coordination Board (MACB), and other MA senior leadership forums, as required.

### 2.2. EXECUTIVE DIRECTOR, PORTFOLIO MANAGEMENT AND BUSINESS INTEGRATION. The Portfolio Management and Business Integration (PM&BI) Executive Director will:

- a. Ensure continued execution of the DCMA DIB MA MEF and national DIB sector responsibilities in accordance with DoD directives and instructions.
- b. Assign the IAG Director to serve as the subject matter expert (SME) and primary focal point for DIB MA issuances, analysis, and associated matters.
- c. Review and approve DIB MA workload and work products (e.g., IBAs, DIB task asset list (TAL), task critical asset (TCA) nominations) that support defense acquisition programs and fulfill national DIB sector responsibilities. Elevate to the DCMA Director, as necessary, any strategic DIB MA product or workload acceptance that may impact the Under Secretary of Defense for Acquisition and Sustainment (USD(A&S)) or equivalent or higher DoD leadership offices, as well as DIB MA products or workload that may impact other Federal entities (e.g., Department of Homeland Security, Department of Justice).
- d. Serve as the chairperson and manager of the chartered DCMA Integrating Capabilities Board. Serve as the Agency proponent for DIB MA and conduit to the DCMA Executive Council.
- e. Support and enable DIB MA integration across all Agency BCF capabilities and components. Promote continuous improvement and efficiency through integration, synchronization, and elimination of duplicate efforts.

f. Represent DCMA at the DoD MA Senior Steering Group (MA SSG) and other MA leadership forums, as required.

**2.3. DIRECTOR, INDUSTRIAL ANALYSIS GROUP.** The IAG Director will:

a. Maintain staffing and resource levels to meet ongoing DIB MA responsibilities under any operating conditions.

b. Perform IBAs to support defense acquisition programs.

c. Execute MA processes to fulfill national DIB sector responsibilities in accordance with the DoD MA construct and enable DoD's MA goals. Serve as the Agency's DIB MA SME and as a DoD MA center of excellence.

d. Report MA process outputs to the Chairman of the Joint Chiefs of Staff (CJCS), Under Secretary of Defense for Policy (USD(P)), and USD(A&S), as required.

e. Share DIB industrial capability analysis within DCMA, throughout DoD, and with external stakeholders where appropriate and as permitted by law.

f. Assist other DoD Components' efforts with DIB-related analysis.

g. Ensure DIB MA data integrity and security. Maintain IAG personnel security clearances, classified infrastructure, and CUI and PCII controls necessary to perform DIB MA functions.

h. Perform Executive Agent duties for the Joint Industrial Base Working Group (JIBWG). Designate JIBWG action officer and Executive Secretary.

i. Lead the DCMA DIB MA working group. Appoint a co-lead as necessary. Appoint an action officer to serve as SME and primary focal point for DIB MA related processes and tasks.

j. Conduct internal DCMA outreach to promote DIB MA and enable its integrated operation. Engage in industry outreach to build partnerships with facility owners/operators, promote DIB MA programs that can increase industrial security, robustness, resilience, and innovation.

k. Refer to DIB MA manual series (DCMA-MAN 3401-XX) for process-specific responsibility details.

**2.4. COMPONENT HEADS/CAPABILITY MANAGERS.** Includes headquarters components, centers, and DCMA capability leads within the BCF. Component heads and capability managers will:

a. Integrate applicable DIB MA processes, tasks, and the collection/reporting baseline elements of information (BEI) into manuals and training.

b. Promote proactive engagement with DCMA IAG and seek DIB analysis to support DCMA activities such as corporate risk evaluation, major program risk monitoring, contract risk assessment, critical sub-contractor oversight delegation, and surveillance planning.

c. Provide oversight and accountability in support of DIB MA activity. Enable the effective integration of the overall DIB MA activity. Evaluate Agency compliance and performance in accordance with critical process measures and metrics related to DIB MA activity.

d. Designate a DIB MA representative to participate in DCMA DIB MA forums and processes as required. Recommend and implement DIB MA continuous improvements and initiatives.

e. Identify policy, training, and tool gaps based on DIB MA requirements and recommend mitigation to the Integrating Capability manager.

f. Nominate important DIB assets for prioritization; support IBAs and Mission Assurance Assessments (MAAs) as requested; monitor prioritized DIB assets and report issues or risks that could impact DIB readiness to DCMA IAG.

g. Maintain situational awareness of prioritized DIB assets. In coordination with DCMA IAG, elevate any issue or risk that could impact the readiness of prioritized DIB assets.

h. Refer to accompanying DIB MA manual series (DCMA-MAN 3401-XX) for process-specific responsibility details.

**2.5. COMMANDERS/DIRECTORS, OPERATIONAL UNITS.** Includes International, Special Programs, East, Central, and West regional headquarters offices. Operational Unit (OU) Commanders/Directors will:

a. Provide Contract Management Office (CMO) oversight and accountability in support of DIB MA activity. Enable effective integration of the overall DIB MA activity. Evaluate CMO compliance and performance in accordance with critical process measures and metrics related to DIB MA activity.

b. Designate a DIB MA representative to participate in DCMA DIB MA forums and processes as required. Recommend and implement DIB MA continuous improvements and initiatives.

c. Coordinate on and advocate for important DIB asset nominations from CMOs.

d. Maintain situational awareness of prioritized DIB assets. In coordination with DCMA IAG, elevate any issue or risk that could impact the readiness of prioritized DIB assets.

e. Refer to accompanying DIB MA manual series (DCMA-MAN 3401-XX) for process-specific responsibility details.



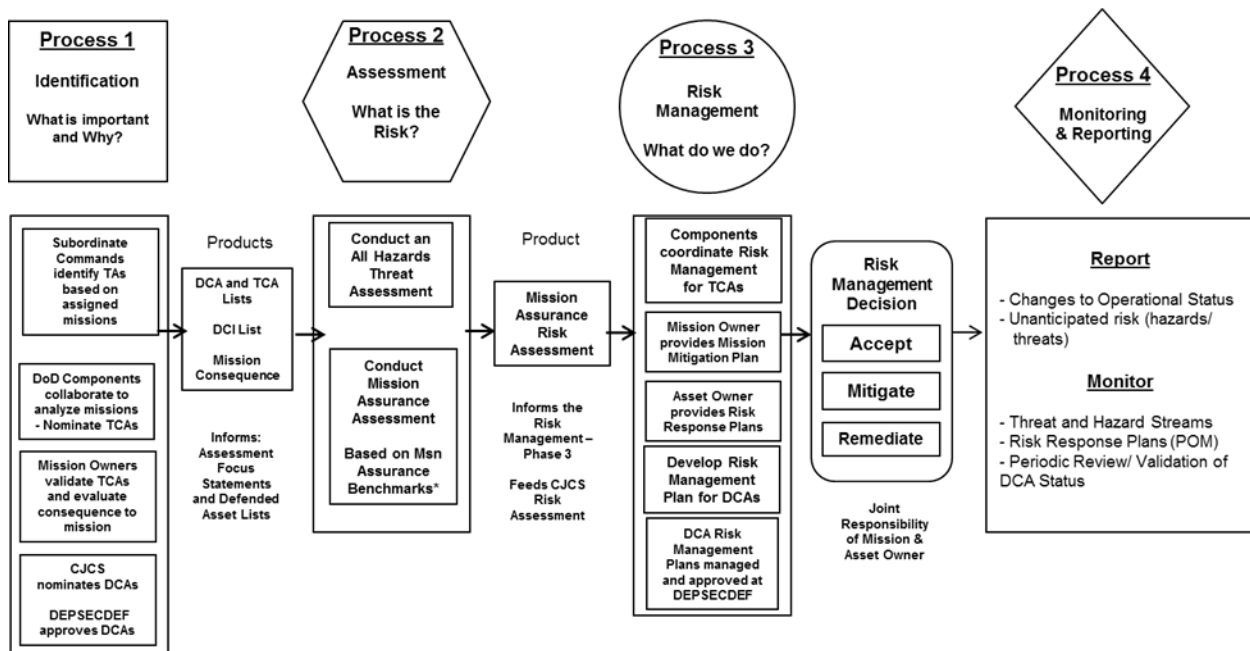
**2.6. COMMANDERS/DIRECTORS, CONTRACT MANAGEMENT OFFICES.** Contract Management Office (CMO) Commanders/Directors will:

- a. Execute and oversee CMO day-to-day DIB MA-related processes and tasks including the collection and reporting of BEI for integrated analysis as published in applicable manuals, operating procedures, work instructions, or resource pages.
- b. Evaluate CMO DIB MA activity compliance and performance in accordance with critical process measures and metrics related to DIB MA activity as published in applicable manuals, operating procedures, work instructions, or resource pages.
- c. Serve as the primary point of contact for internal DIB MA forum participation and related DIB MA matters. Recommend and implement DIB MA continuous improvements and initiatives.
- d. Promote proactive engagement with DCMA IAG and seek DIB information to enhance contract administration services (CAS), such as contract risk assessment, critical sub-contractor oversight delegation, and surveillance planning.
- e. Nominate important DIB assets for prioritization; support IBAs and MAAs as requested; monitor prioritized DIB assets and report issues or risks that could impact DIB readiness to DCMA IAG.
- f. Refer to accompanying DIB MA manual series (DCMA MAN 3401-XX) for process-specific responsibility details.

### SECTION 3: GENERAL PRINCIPLES

**3.1. DoD MISSION ASSURANCE CONSTRUCT.** MA seeks to prioritize DoD’s efforts and resources to address the most critical mission execution risks. To achieve comprehensive risk management, the MA construct synchronizes and integrates various existing DoD risk management programs and activities. The general processes within the DoD MA construct are identification, assessment, risk management, and monitoring and reporting. The relationship of these processes to one another is illustrated in Figure 1. According to the MA construct, DoD components first identify and prioritize assets necessary to execute DoD’s missions. Next, cross functional assessment teams evaluate the highest priority assets (i.e., most critical) to determine which of them, if any, are at risk for disruption. Then, mission owners assemble a stakeholder team to develop risk management plans for assets that are both critical and vulnerable (i.e., determined to have greater than acceptable risk level). Mission owners can decrease risk by either reducing criticality (e.g., identify alternate means) or lowering the probability of disruption (e.g., invest in “hardening” the asset against threats/hazards). Finally, DoD components monitor risk management actions for effectiveness, report changes to operational status of prioritized assets, and scan the horizon for impending threats or hazards that may disrupt prioritized capabilities. In accordance with DoDD 3020.40, all DoD components are expected to execute and synchronize risk management in accordance with the MA framework. On behalf of the DIB SSA, DCMA applies the MA construct to evaluate the DIB sector.

**Figure 1. DoD Mission Assurance Construct**



**3.2. DEFENSE INDUSTRIAL BASE MISSION ASSURANCE DESCRIPTION.** DIB MA is one of two separate, but parallel and complementary, MA activities within DCMA: Agency MA and DIB MA. Combined, the two activities enable DCMA to meet Agency MA MEF responsibilities per DCMA Memorandum 17-072. Both activities provide comprehensive DoD mission risk management through the MA construct, but they differ in their mission set focus.

Agency MA (DCMA-INST 3301) focuses on agency-internal capability and asset risks to DCMA MEFs and MEF output tasks. DIB MA focuses on external (e.g., commercial) DIB capability and asset risks that could impact the supply of mission essential goods or services required by the warfighter.

a. The DIB MA activity is a continuous cycle to keep pace with the dynamic risk environment. DIB MA processes (Table 1) enable DoD’s MA goals through DoD’s standardized MA construct. DCMA’s DIB data system of record is central to the DIB MA processes. IAG analysts populate the DIB database from IBAs, integrated input from DCMA components and capabilities, and input from JIBWG partners. IAG analysts then apply a series of prioritization criteria to identify tiered lists of important DIB assets from the set of all database entities. For priority assets, IAG analysts lead a cross-functional team to evaluate strategic mission risk by combining disruption probability, determined by assessment, with loss-consequence from the prioritization effort. Following the risk assessment, IAG communicates identified DIB risks to stakeholders and advises existing DIB risk management programs. Next, mission owners and stakeholders, including IAG, jointly develop risk management plans (RMPs) for vulnerable priority assets. Finally, DCMA leverages its capability network, IAG expertise, and stakeholder partners to maintain situational awareness of strategic mission risk through threat monitoring, operational reporting, and risk management action tracking. Concurrently, IAG analysts conduct industry outreach to overcome the challenges of executing non-DoD-owned asset risk management, build partnerships with industry, and promote DIB MA programs that can increase industrial security, robustness, resilience, and innovation.

**Table 1. DIB MA Processes and Description**

Process	Description
<p>Conduct Industrial Base Assessments (IBAs)</p> <p><i>Note: unique to DIB sector; over-and-above DoD MA processes shown in Figure 1; enables defense acquisition process and provides dataset for critical asset identification and prioritization.</i></p>	<p>Evaluate DIB assets to identify essential and unique industrial capabilities; determine asset criticality and fragility; assess industrial capability risk; and populate DCMA DIB data system of record with results.</p>
<p>Identify and Prioritize DIB Assets (DIB Critical Asset Identification &amp; Prioritization, DIB CAIP)</p> <p><i>Note: In accordance with ‘Process 1, Identification’ in Figure 1.</i></p>	<p>Identify DIB assets essential to DoD by IBAs, integrated input from DCMA, and input from JIBWG partners and prioritize by applying a series of criticality criteria. The result is a tiered list of DIB assets with important industrial capabilities ranked by their loss-consequence to strategic mission(s). The objective is to identify defense critical infrastructure (DCI) in order to focus the mission risk assessment, risk management, monitoring and reporting processes.</p>

Process	Description
<p>Assess DIB Mission Risk</p> <p><i>Note: In accordance with 'Process 2, Assessment' in Figure 1.</i></p>	<p>Assess threats and hazards, determine disruption probability, and evaluate ultimate strategic mission risk for prioritized DIB assets and at-risk DIB sectors. Evaluate disruption probability against loss-consequence from the DIB CAIP process to identify ultimate risk to strategic missions.</p>
<p>Manage DIB Mission Risk</p> <p><i>Note: In accordance with 'Process 3, Risk Management' in Figure 1.</i></p>	<p>Manage DIB mission risk to identify and implement solutions that achieve an acceptable risk level as determined by stakeholders. Risk management includes elements of risk acceptance, mitigation, and remediation. Inform mission owners and asset owners/operators of risk. Suggest DIB risk management actions, identify potential alternative sources, and advise existing DIB risk management programs. Create DIB risk management plans with stakeholders and document DIB risk management actions.</p>
<p>Execute DIB Monitoring and Reporting</p> <p><i>Note: In accordance with 'Process 4, Monitoring and Reporting' in Figure 1.</i></p>	<p>Maintain situational awareness of strategic mission risk through threat monitoring, operational reporting, and risk management action tracking. Track DIB risk management action outcomes by working with DoD partners; report on DIB readiness; monitor known DIB assets for impending threats/hazards; provide situational awareness reports to stakeholders as events arise that threaten DIB readiness.</p>
<p>Administer DIB MA Industry Outreach and Awareness</p> <p><i>Note: over-and-above DoD MA processes shown in Figure 1; implicit process derived from DoDD 3020.40 mandate to partner to reduce risk; enables all other DIB MA processes.</i></p>	<p>Form partnerships with DoD, Federal, state, local, and industry components to reduce risk. Conduct outreach to inform communities of DIB MA and overcome challenges of executing risk management with non-DoD-owned assets.</p>

b. Integration throughout DCMA is essential to accomplishing DIB MA. The depth and breadth of the increasingly global and interdependent DIB harbors unseen mission risk that may threaten DoD's ability to project, support, and sustain military forces and operations worldwide. DCMA's in-plant presence and global network enables Agency personnel to identify critical DIB assets (DIB CAIP process), monitor threats/hazards, report DIB readiness (DIB Monitoring and Reporting process), and form partnerships with industry (DIB Outreach process) while performing CAS. Leveraging this advantage fully will help the Agency achieve maximum effectiveness and efficiency in performing DIB MA responsibilities.

c. DCMA expects to deliver value through the DIB MA activity that will:

(1) Ensure DIB industrial capabilities are available to provide the most critical goods and services needed by the warfighter. Perform DCMA's DIB MA MEF and support related higher-command MEFs. Serve as a DoD MA center of excellence for the national DIB sector on behalf of the DIB SSA.

(2) Conduct IBAs in support of statutory and regulatory acquisition program requirements (e.g., program milestone decisions), contingency planning (e.g., critical munitions list analysis), and contingency operations (e.g., surge assessment). Supply the DIB MA process cycle and enable DoD and national critical infrastructure responsibility execution by evaluating essential and unique industrial capabilities through continuous IBA.

(3) Share industrial base analysis among DCMA, DoD enterprise, and the national critical infrastructure community to help stakeholders understand the DIB, build collective knowledge, assess and manage mission risk, maintain readiness, and prioritize workload/funding.

**3.3. KEY DEFENSE INDUSTRIAL BASE MISSION ASSURANCE PRODUCTS.** DIB MA serves a wide variety of customers and has stakeholders that are both internal (e.g., OUs and Agency capabilities) and external (e.g., USD(A&S), USD(P), Under Secretary of Defense for Intelligence (USD(I)), CJCS, Combatant Commands (CCMD), military service acquisition program offices, Defense agencies). Table 2 identifies the high-level, representative products associated with each DIB MA process.

**Table 2. Key DIB MA Products**

<b>Process</b>	<b>Key Products</b>
Conduct Industrial Base Assessments (IBA)	IBA report
	DCMA DIB database All Data Points (ADP) report
Identify and Prioritize DIB Assets (DIB CAIP)	Important Capabilities List (ICL)
	DIB Task Asset List (TAL)
	DIB Task Critical Asset (TCA) nominations
	Identified DIB equity in Defense Critical Assets (DCAs)
Assess DIB Mission Risk	DIB All-Hazard Threat Assessments (AHTA)
	Mission Assurance Assessments (MAAs)
	Assessment benchmarks and standards
Manage DIB Mission Risk	DIB asset Risk Management Plan (RMP) input
	Reports communicating risk to mission owners and asset owners, as well as supporting DIB risk management programs
	Database report of potential alternate sources of supply with comparable industrial capabilities
Execute DIB Monitoring and Reporting	DIB All-Hazard Report (AHR) and DIB Alert
	DIB readiness reporting
	Identified areas for proactive IBAs
	Surveillance of prioritized DIB assets
	DIB risk management action tracking
Administer DIB MA Industry Outreach and Awareness	DIB MA outreach and workshop materials

## GLOSSARY

### G1. DEFINITIONS.

**Action Officer.** Appointed DCMA employee who serves as the subject matter expert and primary focal point for a particular area of responsibility.

**Asset.** See “DIB Asset”

**Assessment (risk).** A systematic examination of risk using disciplined processes, methods, and tools. A risk assessment provides an environment for decision makers to evaluate and prioritize risks continuously and to recommend strategies to remediate or mitigate those risks.

**Baseline Elements of Information.** The minimum, essential data set required to perform a given analysis.

**Business Capability (DCMA).** Ability to achieve a desired effect under specified standards and conditions; involves a combination of ways and means across doctrine, organization, training, materiel, leadership and education, personnel, and facilities to perform a set of tasks to execute a specified course of action. Essentially it is the resources and processes necessary to execute a specific course of action.

**Business Capability Manager.** Individual identified by the DCMA Director as the proponent with advocacy for all Agency efforts under a given capability. The Capability Manager is responsible for the doctrine (instructions and manuals), tools, and training associated with the process and activities that fall under the purview of the capability.

**Business Capability Framework.** DCMA conceptual model describing how the Agency: meets customer needs and contributes to DoD; organizes, trains and equips its workforce to meet those needs; employs a system engineering approach to organizational design; and defines “Return on Investment” in terms of capability value stream outputs. It is a set of high level contract management functions that underpin the Agency's strategic plan and capture the results of the daily, multi-functional activities in order to provide actionable insight to the Defense Acquisition Enterprise.

**Component (DCMA).** A DCMA unit reporting to the DCMA Director.

**Component Head (DCMA).** Leader of a DCMA component.

**Contract.** Mutually binding legal relationship that obligates the seller to furnish supplies or services (including construction) and the buyer to pay for them. Includes all types of commitments that obligate the Government to an expenditure of appropriated funds that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include (but are not limited to) awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; orders, such as purchase orders, under which the contract becomes effective by written acceptance or performance; and bilateral contract modifications. Contracts do not include grants and cooperative agreements.

**Contract Administration Services.** Pre-award and post-award actions accomplished for the benefit of the Government that are necessary for performance of a contract or in support of buying offices, system/project managers, and other organizations. Includes quality assurance, engineering support, production surveillance, pre-award surveys, mobilization planning, contract administration, property administration, industrial security, and safety.

**Contract Management Office.** Organizational unit within DCMA assigned post-award functions related to contract administration. Office is responsible for managing and administering assigned contracts from contract receipt to contract closeout.

**Controlled Unclassified Information.** A categorical designation that refers to unclassified information that does not meet the standards for national security classification, but requires protection from unauthorized disclosure, special handling safeguards, or prescribed limits on exchange or dissemination pursuant to and consistent with law, regulations, or Government-wide policy. The designation CUI replaces the term “sensitive but unclassified.”

**Critical.** Designation assigned to an essential capability, system, or asset without which a supported strategic mission would be significantly degraded or could not be executed.

**Criticality.** A metric used to describe the consequence of loss of an asset, based on the effect the incapacitation or destruction of the asset would have on DoD operations and the ability of the Department of Defense to fulfill its missions

**Critical Infrastructure Information.** Information that is not customarily in the public domain and is related to the security of critical infrastructure or protected systems.

**Defense Industrial Base Asset.** A distinguishable DIB entity (typically a contractor facility) that provides a service or capability. Assets are people, physical entities, or information located either within or outside the United States and employed, owned, or operated by domestic, foreign, public, or private sector organizations.

**Defense Critical Asset.** An asset of such extraordinary importance to operations in peace, crisis, and war that its incapacitation or destruction would have a very serious, debilitating effect on the ability of the Department of Defense to fulfill its missions.

**Defense Critical Infrastructure.** The composite of DoD and non-DoD assets essential to project, support, and sustain military forces and operations worldwide. DCI is a combination of task critical assets and DCAs.

**Data Integrity.** Maintaining and assuring accuracy, consistency, and completeness of data over its entire lifecycle; authenticated through ongoing use of error checking and validation routines; critical for the design, implementation, and use of any system that stores, processes, or retrieves data.

**Essential Capability.** A mission owner-defined ability necessary to execute a mission essential task (MET) from a strategic mission. Mission owners, with support from appropriate resource providers, define essential capabilities during mission decomposition as tactical-level, Service or



Defense Agency Universal Joint Task List (UJTL) tasks linked to those strategic national, strategic theater, or operational UJTL METs necessary to execute their strategic mission.

**External Customer.** Non-DCMA organization that receives products or service requests that result from DCMA action (e.g., military service program offices).

**Hazard.** Condition with the potential to cause injury, illness, or death of personnel; damage to or loss of equipment or property; or mission degradation.

**Integrate.** The arrangement of efforts to reduce redundancy and operate as a whole.

**Internal Customer.** DCMA organization or capability that receives products or service requirements from another DCMA organization or capability.

**Issue.** Event or condition with negative effect that has occurred (such as a realized risk) or is certain to occur (probability = 1).

**Joint Industrial Base Working Group.** A DoD-wide vehicle chartered to provide senior DoD leadership with accurate and timely industrial capability analysis, exchange information, collaborate on DIB issues, and to coordinate and manage limited DoD industrial analysis resources to minimize redundancy.

**Management (risk).** A process by which decision makers accept, reduce, or offset risk and subsequently make decisions that weigh overall risk against mission benefits. Risk management is composed of risk assessment and risk response. Risk management includes elements of risk acceptance, mitigation, and remediation.

**Mitigation (risk).** Actions taken in response to a warning or after an incident occurs that are intended to lessen the potentially adverse effects on a given military operation or infrastructure.

**Mission Assurance Assessment.** Assessment to identify vulnerabilities and gaps that could prevent accomplishment of a unit, installation, or higher authority mission.

**Mission Essential Function.** The specified or implied tasks required to be performed by, or derived from, statute, Executive Order, or other appropriate guidance, and those organizational activities that must be performed under all circumstances to achieve DoD Component missions or responsibilities in a continuity threat or event. Failure to perform or sustain these functions would significantly affect the Department of Defense's ability to provide vital services or exercise authority, direction, and control.

**Mission Owner.** The OSD or DoD Component with responsibility for the execution of all or part of a mission assigned by statute or the Secretary of Defense.

**Operational Units (DCMA).** The headquarters offices of the five (5) DCMA regions including International, Special Programs, and East, Central, and West regions.

**Protected Critical Infrastructure Information.** All critical infrastructure information that has undergone the Department of Homeland Security validation process and that the PCII Program

Office has determined qualifies for protection under the Critical Infrastructure Information Act. All information submitted to the PCII Program Office or Designee with an express statement is presumed to be PCII until the PCII Program Office determines otherwise. Congress created the Protected Critical Infrastructure Information (PCII) Program in the Critical Infrastructure Information Act of 2002 so that infrastructure information voluntarily shared with DHS could be used for homeland security purposes, while simultaneously protecting the sensitive information from public disclosure.

**Remediation (risk).** Actions taken to correct known deficiencies and weaknesses once a vulnerability has been identified.

**Risk.** Potential future event or condition that may have a negative effect on achieving program objectives for cost, schedule, and performance. Risks are defined by (1) the probability (greater than 0, less than 1) of an undesired event or condition and (2) the consequences, impact, or severity of the undesired event, were it to occur.

**Risk Management Plan.** A plan that describes the risks to a mission arising from an asset's operational factors and the decisions that balance risk cost with mission benefits.

**Sector Specific Agency.** The Federal department or agency designated to be responsible for providing institutional knowledge and specialized expertise as well as leading, facilitating, or supporting the security and resilience programs and associated activities of its designated critical infrastructure sector in the all-hazards environment

**Stakeholder.** Any group or organization with a responsibility or influence directly related to the outcome of an action or result; can affect the outcome or are the recipient of the results.

**Threat.** Adversary having the intent, capability, and opportunity to cause loss or damage.

**Task Critical Asset.** An asset that is of such extraordinary importance that its incapacitation or destruction would have a serious, debilitating effect on the ability of one or more DoD or OSD Components to execute the capability or mission-essential task it supports. Task critical assets are used to identify defense critical assets.

## GLOSSARY

### G2. ACRONYMS

BCF	Business Capability Framework
BEI	Baseline Elements of Information
CAIP	Critical Asset Identification & Prioritization
CAS	Contract Administration Service
CCMD	Combatant Command
CJCS	Chairman, Joint Chiefs of Staff
CMO	Contract Management Office
CUI	Controlled Unclassified Information
DCA	Defense Critical Asset
DCI	Defense Critical Infrastructure
DIB	Defense Industrial Base
DCMA-INST	DCMA Instruction
DCMA-MAN	DCMA Manual
DoDD	Department of Defense Directive
DoDI	Department of Defense Instruction
IAG	Industrial Analysis Group
IBA	Industrial Base Assessment
JIBWG	Joint Industrial Base Working Group
MA	Mission Assurance
MAA	Mission Assurance Assessment
MEF	Mission Essential Function
MET	Mission Essential Task
OPR	Office of Primary Responsibility
OU	DCMA Operational Unit
PCII	Protected Critical Infrastructure Information
PM&BI	DCMA Portfolio Management & Business Integration Directorate
PPD	Presidential Policy Directive
RMP	Risk Management Plan
SCG	Security Classification Guide
SME	Subject Matter Expert
SSA	Sector Specific Agency
TAL	Task Asset List
TCA	Task Critical Asset

UJTL

Universal Joint Task List

## REFERENCES

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- DoD Directive 5105.64, “Defense Contract Management Agency (DCMA),” January 10, 2013
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