



## DCMA Manual 3401-02 Defense Industrial Base Critical Asset Identification and Prioritization

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<b>Office of Primary Responsibility:</b>	Acquisition Insight Capability Board
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<b>Approved by:</b>	David H. Lewis, VADM, USN Director

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**Purpose:** This issuance, in accordance with the authority in DoD Directive 5105.64 and DCMA Instruction 3401, “Defense Industrial Base Mission Assurance”:

- Assigns responsibility and provides procedures associated with the Defense Industrial Base Critical Asset Identification and Prioritization process
- Implements agency national DIB sector Mission Assurance responsibilities pursuant to DoD Directive 3020.40, DoD Instruction 3020.45, National Security Memorandum-22, and related issuances.

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## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.**

This issuance applies to all DCMA commands, as well as DCMA components and capabilities that contribute to Defense Industrial Base Critical Asset Identification and Prioritization (DIB CAIP), as identified in Section 2 of this manual.

### **1.2. POLICY.**

It is DCMA policy to:

- a. Identify and prioritize DIB critical missions, capabilities, functions, systems, and supporting assets.
- b. Perform DIB CAIP 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 Mission Assurance (MA).
- c. Deliver value-added DIB insight and share DIB CAIP products 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.
- d. 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 CAIP.
- e. Execute this manual in a safe, efficient, effective, and ethical manner.

### **1.3. RECORDS MANAGEMENT.**

- a. DCMA employees will maintain all records created as a result of this issuance pursuant to DoDI 5015.02, the National Archives and Record Administration General Records Schedules (GRS), Volume 1 of DCMA Manual (DCMA-MAN) 4501-04, "Records and Information Management Program," and Volume 2 of DCMA-MAN 4501-04, "Records Retention Schedule."
- b. Appendix 1A outlines records created as a result of this issuance, identifies the office of primary responsibility (OPR) records custodian, and details correlating storage requirements. Records responsibilities are pursuant to Volume 1 of DCMA-MAN 4501-04. The approved DCMAF 4501-04, "Records File Plan," is linked on the resource page for this manual.

## **1.4. 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 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) pursuant to 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 manual provides guidance to the DCMA workforce responsible for executing the DIB CAIP process, defines high-level roles, and delineates responsibilities for the various DCMA components and capabilities. The IAG integrates input from these different agency components and capabilities to identify and prioritize DIB facilities that are important to DoD mission execution. The objective of the DIB CAIP process is to identify defense critical infrastructure (DCI) in order to focus the mission risk assessment, risk management, and risk monitoring and reporting processes of the DoD MA construct

## **1.5. SUMMARY OF CHANGES.**

This manual has been administratively changed to include updated organizational terms and records management information.

**APPENDIX 1A. DCMA 3401-02 RECORDS**

<b>Step, Function, Activity, or Section</b>	<b>Record(s) Created - Key Documentation</b>	<b>Record Series</b>	<b>Storage Location</b> Include-direction for OPR records custodian	<b>OPR Records Custodian</b>
DIB MA	Assessments supporting acquisition decisions	Series 800.01a	DoD365	IAD
DIB MA	Other non-acquisition assessments	Series 800.03a	DoD365	IAD
DIB MA	Important Capabilities List (ICL)	Series 800.03a	DoD365	IAD
DIB MA	Task Asset List (TAL)	Series 800.03a	SIPR	IAD

## **SECTION 2: RESPONSIBILITIES**

### **2.1. EXECUTIVE DIRECTOR, ENTERPRISE ANALYTICS AND MODERNIZATION.**

The Enterprise Analytics and Modernization Executive Director must:

- a. Ensure continued execution of DCMA DIB MA MEF. Specifically, ensure the DIB CAIP process is sufficiently resourced, integrated within the agency, and executed under any operational condition.
- b. Review and approve DIB CAIP products (e.g., DIB Task Critical Asset (TCA) nominations) that fulfill national DIB sector MA responsibilities. Elevate to the DCMA Director, as necessary, any strategic DIB CAIP 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 CAIP products or workload that may impact other Federal entities (e.g., Department of Homeland Security, Department of Justice).
- c. Empower the IAG Director to take agency level action necessary to accomplish DIB CAIP.
- d. Resource DIB MA outreach efforts to verify and validate facility level industrial capability information for prioritized DIB assets.

### **2.2. DIRECTOR, OPERATIONAL ANALYTICS AND INTEGRATION CENTER.**

The Operational Analytics and Integration Center Director must:

- a. Build enterprise data analytic capabilities based off the requirements and thresholds established by the Capability Framework using system of record internal and external data sources.
- b. Maintain the data analytics if system of record changes occur.
- c. Provide health metrics and data analytics using systems of record data internally and externally.

### **2.3. DIRECTOR, INDUSTRIAL ANALYSIS GROUP.**

The IAG Director must:

- a. Serve as the DCMA office of primary responsibility (OPR) for DIB CAIP process execution.
- b. Safeguard DIB CAIP data integrity and security. Maintain IAG personnel security clearances, classified infrastructure, and CUI and PCII controls necessary to perform DIB CAIP functions. Ensure position descriptions and position requirements documents define appropriate security clearance levels in order for assigned personnel to perform required job duties

associated with DIB CAIP products. Maintain classified (SECRET and TOP SECRET) information processing environments and database(s) to derive prioritized DIB asset lists, analyze strategic DoD mission dependencies, and communicate DIB asset criticality.

c. Partner with DoD, Federal, state, local, and commercial entities, as appropriate and as permitted by law, to identify important industrial capabilities that enable DoD missions. Leverage and integrate DCMA, DoD, Federal Government, and publicly available data to inform and improve DIB CAIP products.

d. In accordance with DoD Instruction (DoDI) 3020.45, “Mission Assurance (MA) Construct,” complete the full asset identification process every 3 years and support DIB Mission Owner TCA revalidation annually.

e. Use insight gained from Industrial Base Assessment (DCMA Manual (DCMA-MAN) 3401-01) to inform DIB CAIP.

f. Maintain an agency repository of defense industry data, including suppliers, products, capabilities, and their associated relationships throughout the DIB. A link to the agency system of record is located on the resource page of this manual.

g. Maintain a list of DIB CAIP Baseline Elements of Information (BEIs) on this manual’s resource page.

h. Develop and maintain the DIB Important Capabilities List (ICL).

i. Prioritize DIB assets by their loss-consequence to strategic mission(s) in accordance with IAG internal operating procedures. Escalate appropriate industrial base facilities to Task Asset (TA) and Task Critical Asset (TCA) nomination status. Nominate assets to Joint Staff via DoD MA system of record.

j. Develop and maintain the DIB Task Asset List (TAL).

k. Nominate DIB TCAs to Chairman of the Joint Chiefs of Staff (CJCS).

l. Make the DIB ICL readily available and accessible to DCMA components and capabilities. Refresh the DIB ICL monthly.

m. Share DIB CAIP products with internal (i.e., DCMA) and external (e.g., DoD, Federal, state, local) stakeholders to facilitate the prioritization of risk management activities.

n. Notify agency stakeholders with oversight, responsibility, or other significant interest of DIB TCA facilities.

o. Review the Joint Staff list of Defense Critical Assets (DCAs) to identify DIB equity at the most critical level of DoD MA.

p. Conduct outreach and education efforts on DIB CAIP with DCMA, DoD, industry, federal, state, and local government partners to inform communities of DIB MA, ensure a complete and accurate DIB decomposition, and expedite risk management activities.

## **2.4. COMPONENT HEADS AND CAPABILITY MANAGERS.**

Includes headquarter components, centers, and DCMA capability leads within the Business Capability Framework. Component heads and capability managers must:

- a. Accept and manage DIB CAIP responsibilities, delegating authority as needed.
- b. Review, validate, and provide feedback on the DIB ICL. The DIB ICL is available on this manual's resource page.
- c. Nominate important or unique DIB assets for inclusion in the DIB ICL. Nomination procedures are available on this manual's resource page.
- d. Provide BEIs listed on this manual's resource page as available and as requested.
- e. Leverage prioritized DIB asset lists to support DIB Mission Risk Assessment (DCMA-MAN 3401-03) and DIB Monitoring and Reporting (DCMA-MAN 3401-05).
- f. Define and develop enterprise data analytic requirements for agency internal health metrics to include compliance thresholds.

## **2.5. EXECUTIVE DIRECTORS, DIRECTORS, AND COMMANDERS, COMMANDS.**

Command executive directors, directors, and commanders must:

- a. Accept and manage DIB CAIP responsibilities; delegate authority as needed.
- b. Coordinate annual contract management office (CMO) review and validation of DIB ICL. The DIB ICL is available on this manual's resource page.
- c. Maintain environment for the processing, handling and storage of classified information at the SECRET level.
- d. Review IAG TCA nominations annually for situational awareness on high priority DIB facilities within area of responsibility.
- e. Serve as centralized coordinator for TCA situational awareness. Following the DIB TAL Security Classification Guide, distribute DIB TCA nominations to subordinate CMOs. The DIB TAL Security Classification Guide is available on this manual's resource page.
- f. Leverage prioritized DIB asset lists to support to DIB Mission Risk Assessment (DCMA-MAN 3401-03) and DIB Monitoring and Reporting (DCMA-MAN 3401-05).



- g. Evaluate CMO compliance with this manual.

## **2.6. COMMANDERS AND DIRECTORS, CMO.**

CMO commanders and directors must:

- a. Accept and manage DIB CAIP responsibilities; delegate authority as needed.
- b. Conduct annual CMO review of the ICL. Validate ICL information and provide corrections to DCMA IAG based on the guidance and criteria provided on this manual's resource page. Provide confirmation of the completed action to the respective command.
- c. Nominate new ICL facilities on a continuous basis, using the nomination form provided on this manual's resource page. Provide confirmation of the completed action to the respective command.
- d. Provide BEIs listed on this manual's resource page as available and as requested.
- e. Utilize DIB CAIP products and insight to inform surveillance plan development, contract risk management activities, and CMO resourcing, as appropriate.
- f. Leverage prioritized DIB asset lists to support to DIB Mission Risk Assessment (DCMA-MAN 3401-03) and DIB Monitoring and Reporting (DCMA-MAN 3401-05).
- g. Evaluate CMO compliance with this manual.
- h. Review and act on agency internal health metrics.

## **SECTION 3: PROCEDURES**

### **3.1. ICL NOMINATIONS.**

When executing their existing duties, DCMA employees encounter many products that are developed and manufactured by DIB facilities. DCMA employees should:

a. Evaluate DIB products against ICL sourcing criteria:

- (1) Sole Source.
- (2) Single Source.
- (3) Strategic Multisource.

b. Evaluate the DIB products and facility industrial capabilities against the following DIB ICL criticality criteria:

- (1) Product is used by three or more programs.
- (2) Product represents an obsolete, enabling, or emerging technology.
- (3) Product requires 12 months or more to manufacture.
- (4) Production line limits surge production capability.

c. Nominate products and facilities that meet the DIB ICL criteria using the ICL Nomination form located on this manual's resource page. Complete the form using currently available information, providing as many BEIs as possible.

### **3.2. ICL ADJUDICATION.**

When DCMA employees nominate new ICL Products and Facilities, DCMA IAG will:

- a. Enter product and facility BEIs into agency repository of defense industry data.
- b. Review ICL nomination forms and adjudicate ICL criteria in accordance with Paragraph 3.4.
- c. Provide ICL nomination adjudication decision to the nominating organization.

### **3.3. ICL VALIDATION.**

To facilitate annual ICL accuracy reviews IAG provides CMO-specific ICLs to facilitate quarterly reviews of the ICL for accuracy. To conduct an annual ICL Validation, CMOs should:

- a. Access their CMO-specific ICL and ICL change reports from this manual's resource page.
- b. Review the ICL content for BEI accuracy.
- c. Provide BEI updates (including ICL removals) to IAG via the form on this manual's resource page.
- d. Provide confirmation of their review activity to their higher level command.

### **3.4. DIB ICL IDENTIFICATION.**

To identify Important Capabilities, IAG will conduct a review of ICL Nominations and Industrial Base Assessment Study Populations.

- a. Enter the product and supplier BEIs in the agency repository of defense industrial base data.
- b. Select, and enter justification for, the applicable ICL sourcing criteria:
  - (1) Sole Source.
  - (2) Single Source.
  - (3) Strategic Multisource.
  - (4) Does Not Meet.
- c. Select, and enter justification for, the applicable DIB ICL criticality criteria:
  - (1) Product is used by three or more programs.
  - (2) Product represents an obsolete, enabling, or emerging technology.
  - (3) Product requires 12 months or more to manufacture.
  - (4) Production line limits surge production capability.
  - (5) Does Not Meet.
- d. Sector Technical Lead reviews the BEIs for accuracy and security classification markings.
- e. Sector Supervisor reviews the BEIs for accuracy and security classification and control markings.

### **3.5. DIB TA IDENTIFICATION.**

To identify DIB TAs, IAG will conduct a review of ICL facilities.

a. Transfer the DIB ICL from agency repository of defense industry data to a classified information processing environment in accordance with DCMA-MAN 3301-08, "Information Security."

b. Evaluate each facility against the following DIB TA criteria:

(1) Criteria 1.

Sole source or single source asset with a defense unique industrial capability (knowledge, skill, facility, equipment, process, technology) with replication or requalification time and/or cost that does not support the Defense Acquisition Plan, and no reliable alternate source or substitute product exists.

(2) Criteria 2.

Asset that possesses or is developing a unique technology essential to maintaining the technological superiority of the U.S. Military.

(3) Criteria 3.

Exceptional Circumstances - Asset that is not a single or sole source but possesses one or more defense essential industrial capabilities (knowledge, skill, facility, equipment, process, technology), and is operating or planned to operate in circumstances where its capability preservation and continued viability are required to support current Warfighter operations or Defense Acquisition Plans.

c. Evaluate each facility for TCA status in accordance with DoDI 3020.45.

d. Develop DoD TA and/or TCA BEIs, as required.

e. Technical Lead reviews the BEIs for accuracy and security classification markings.

f. Supervisor reviews the TA BEIs for accuracy and security classification markings.

g. Submit the TA to DoD MA system of record.

### **3.6. DIB TCA NOMINATION.**

To select DIB TCA Nominations, IAG will conduct a review of TA facilities. In its review, IAG must:

a. Evaluate each TA in accordance with DoDI 3020.45.

- b. Develop DoD TCA BEIs, as required.
- c. Submit the TCA Nominations to Executive Director, PM&BI for review and approval.
- d. Submit DIB TCA Nominations to the DoD MA system of record.
- e. Distribute DIB TCA Nominations to DCMA command executive directors, directors, and commanders.
- f. DCMA command executive directors, directors, and commanders distribute TCA Nominations to cognizant CMO commanders and directors.

### **3.7. DIB TCA REVALIDATION.**

To support DIB Mission Owner annual TCA revalidation, DCMA IAG will:

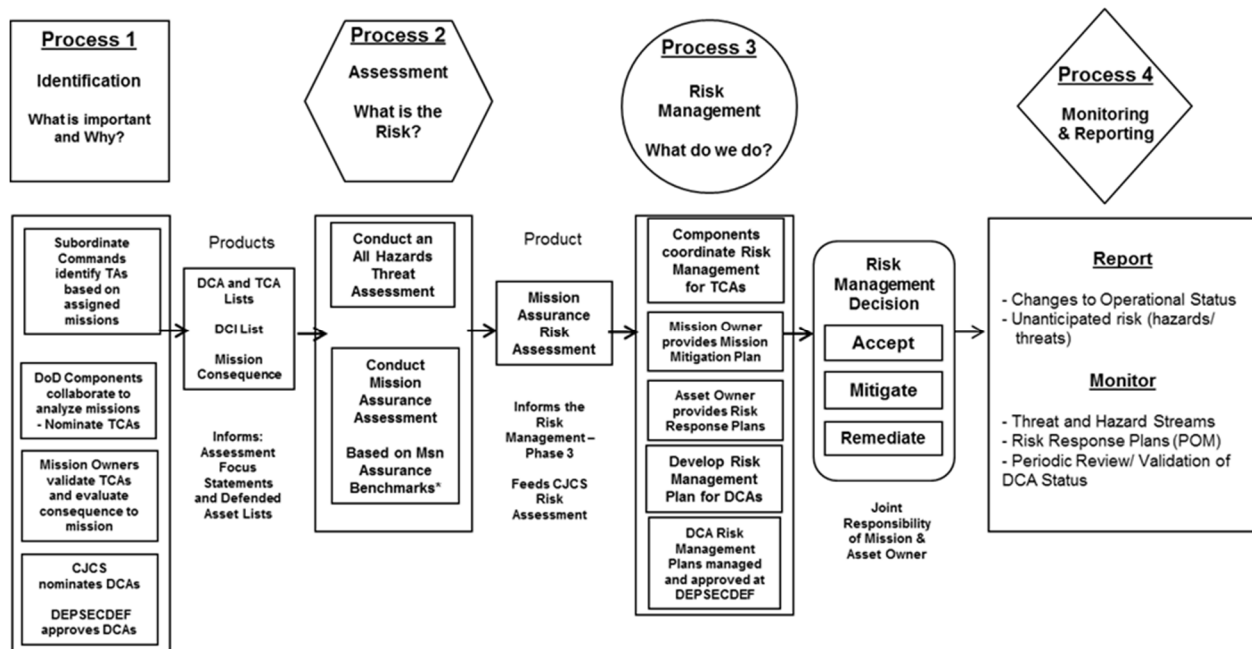
- a. Review the agency repository of defense industry data to determine if new, redundant industrial capabilities exist.
- b. Validate TCA support to DIB Mission
- c. Update the recommended criticality via the DoD MA system of record.

## SECTION 4: GENERAL PRINCIPLES

### 4.1. DOD MA 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. Figure 1 illustrates the relationship of these processes to one another. In accordance with DCMA Instruction 3401, DCMA applies the MA construct to evaluate the DIB sector.

**Figure 1. Mission Assurance Construct**



### 4.2. DCMA DIB MA.

a. DCMA Instruction 3401 assigns DCMA IAG the responsibility to identify, analyze, and assess the DIB supply chain network supporting DoD mission execution and assist other DoD Component efforts with DIB-related analysis. DCMA executes DIB MA through six processes that integrate and expand upon the DoD mission assurance construct: conduct IBAs; 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. DIB MA focuses on commercial and organic DIB asset risks that could impact the supply of mission essential goods or services required by the warfighter.

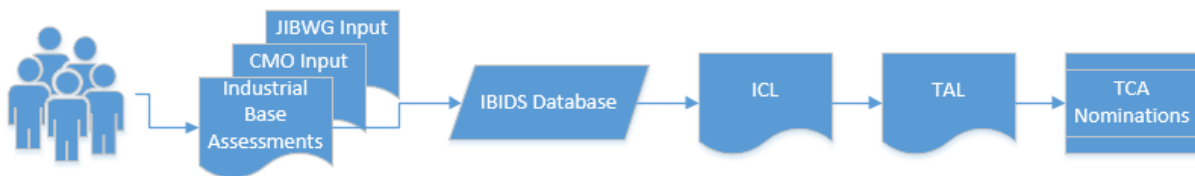
b. Through the DIB CAIP process, DCMA identifies DIB assets by leveraging insight from industrial IBAs, integrating agency information, and collecting input from Joint Industrial Base

Working Group partners. DCMA prioritizes these assets by applying a series of escalating criticality criteria. The result is a tiered list of DIB assets with essential and/or unique capabilities ranked by their loss-consequence to strategic mission(s). The objective is to identify DCI to focus the mission risk assessment, risk management, and monitoring processes.

### 4.3. DIB CAIP.

This paragraph summarizes DIB CAIP, including the analytic decomposition of industrial functions, systems, assets, and dependencies related to supporting DoD operational missions. Asset identification and prioritization is the first step in the DoD MA construct and serves as the foundation for assessing, managing, and monitoring risk to DoD missions. The IAG relies on IBAs (as outlined in DCMA-MAN 3401-01), the DoD Joint Industrial Base Working Group, and the DCMA Enterprise to conduct a thorough identification and review of DIB assets. The foundation of DIB CAIP is a compilation of information from multiple sources with unique industrial base perspectives. Figure 2 represents a top-level overview of the DIB CAIP process.

**Figure 2. DIB CAIP Process Overview**



a. The first output of DIB CAIP is the DIB ICL. The DIB ICL is a dynamic list that enables integrated data analysis and risk management activities across DoD through the identification of important DIB assets. The DIB ICL is Unclassified - For Official Use Only and exempted from the Freedom of Information Act, (Exemption #4 - Trade secrets or commercial or financial information that is confidential or privileged). The DIB ICL is a list of industrial facilities possessing essential and/or unique capabilities to provide single, sole, or strategically multi-sourced products meeting one or more of the following criteria:

- (1) Product is used by three or more programs.
- (2) Product represents an obsolete, enabling, or emerging technology/
- (3) Product requires 12 months or more to manufacture.
- (4) Production line limits surge production capability.

b. The next, higher-criticality-level DIB CAIP output is the DIB TAL. The DIB TAL is a classified list of DIB assets that provide a service or capability supporting the execution of one or more Defense operations, tasks, activities, or mission essential tasks (METs). The DIB TAL is classified **SECRET** and contains business sensitive and proprietary information. To derive the DIB TAL, IAG further analyzes DIB ICL assets. The analysis conducted for the DIB TAL is different from the DIB ICL determination. While DIB ICL analysis is focused and evaluated at the individual **product level** for criticality, the DIB TAL is evaluated at the **facility level** across

all ICL products for critical industrial capabilities. DCMA shares the DIB TAL at the national level with the Joint Staff, Combatant Commands, DoD Components, the Department of Homeland Security (DHS), and other federal agencies. To be included on the DIB TAL, the DIB asset must meet at least one of the criteria below:

(1) Criteria 1.

Sole source or single source asset with a defense unique industrial capability (knowledge, skill, facility, equipment, process, technology) with replication or requalification time and/or cost that does not support the Defense Acquisition Plan, and no reliable alternate source or substitute product exists.

(2) Criteria 2.

Asset that possesses or is developing a unique technology essential to maintaining the technological superiority of the U.S. Military.

(3) Criteria 3.

Exceptional Circumstances: Asset that is not a single or sole source but possesses one or more defense essential industrial capabilities (knowledge, skill, facility, equipment, process, technology), and is operating or planned to operate in circumstances where its capability preservation and continued viability are required to support current Warfighter operations or Defense Acquisition Plans.

c. The final, highest-criticality-level DIB CAIP outputs from the IAG are DIB TCA nominations. DoDI 3020.45, provides a common analytical framework for identifying TCAs through analysis. DoD TCAs are nominated based on assigned missions (METs, Military Department responsibilities, or Defense Agency functions). DCMA nominates DIB TCAs on behalf of the national DIB sector, conducting in-depth analysis on each of the DIB Task Assets to determine those assets the loss of which may result in DoD mission degradation or failure. The DIB TCAs are evaluated, prioritized and nominated using classified internal operating procedures. The Enterprise Analytics and Modernization Directorate Executive Director reviews and approves DIB TCA nominations and elevates them to the DCMA Director as necessary. Once DCMA has approved the DIB TCA nominations, they are submitted to the CJCS and shared with DoD Components and national critical infrastructure stakeholders to facilitate risk management activities.

d. CJCS evaluates submitted TCAs and nominates those that meet the definition for consideration as DCAs. The Assistant Secretary of Defense for Homeland Defense and Global Security under the authority, direction, and control of the Under Secretary of Defense for Policy will provide recommendations of DCAs to the Deputy Secretary of Defense based upon CJCS nominations and input from the appropriate Principal Staff Assistants. DCAs are the highest level of criticality under the MA construct.



e. The result of DIB CAIP is a tiered list of DIB assets with essential and/or unique capabilities ranked by their loss-consequence to strategic mission(s). The objective is to identify DCI to focus the subsequent mission risk assessment, risk management, and monitoring processes pursuant to the DoD MA construct. DIB CAIP is a dynamic process that continuously identifies important DIB facilities supporting DoD missions and evaluates their relative criticality.

## GLOSSARY

### G.1. ABBREVIATIONS AND ACRONYMS.

ACRONYM	MEANING
BEI	Baseline Element of Information
CAIP	Critical Asset Identification and Prioritization
CJCS	Chairman of the Joint Chiefs of Staff
CMO	Contract Management Office
DCA	Defense Critical Asset
DCI	Defense Critical Infrastructure
DCMA-MAN	DCMA Manual
DIB	Defense Industrial Base
DoDI	DoD Instruction
IAG	Industrial Analysis Group
IBA	Industrial Base Assessment
ICL	Important Capabilities List
MA	Mission Assurance
MEF	Mission Essential Function
MET	Mission Essential Tasks
TA	Task Asset
TAL	Task Asset List
TCA	Task Critical Asset

## GLOSSARY

### G.2. DEFINITIONS.

TERM	MEANING
<b>Assessment (risk)</b>	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 continually and recommend strategies to remediate or mitigate those risks.
<b>Asset</b>	A distinguishable entity 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.
<b>Baseline Elements of Information</b>	The minimum defined information requirements necessary to support a risk management decision.
<b>Capability</b>	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.
<b>Component (DCMA)</b>	Defined in DCMA-MAN 4501-03, "Organization Structure, Mission, and Functions."
<b>Component Head</b>	Defined in DCMA-MAN 4501-03.
<b>Contract</b>	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.

<b>Contract Administration Service (CAS)</b>	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.
<b>CMO</b>	Defined in DCMA-MAN 4501-03.
<b>Criticality</b>	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.
<b>DCA</b>	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.
<b>DCI</b>	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.
<b>MEF</b>	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.
<b>Risk</b>	Probability and severity of loss linked to threats or hazards and vulnerabilities.
<b>Risk Management</b>	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.
<b>Single Source</b>	Only supplier for a capability (item) now, but other suppliers are or could be available if needed (given sufficient time and money to qualify similar, but not identical item).

<b>Sole Source</b>	No other supplier has the needed capability.
<b>Stakeholder</b>	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.
<b>Strategic Multisource</b>	More than one supplier is required (i.e., not single or sole source) to support current Warfighter operations or Defense Acquisition Plans (e.g., capacity to meet demand or geographic locations to provide capabilities to certain theaters).
<b>TA</b>	An asset that provides a service or capability for mission execution but for which the loss of the asset will not severely degrade or fail mission execution of a DoD or OSD Component-level MEF or CCMD OPLAN, CONPLAN, or core JMET.
<b>TCA</b>	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.

## **REFERENCES**

DCMA Instruction 3401, “Defense Industrial Base Mission Assurance,” August 29, 2018,  
as amended  
DCMA Manual 3401-01, “Industrial Base Assessment,” December 17, 2018, as amended  
DCMA Manual 3401-03, “Critical Asset Identification and Prioritization,”  
December 20, 2018, as amended  
DCMA Manual 3401-04, “Defense Industrial Base Mission Risk Management,”  
January 13, 2019, as amended  
DCMA Manual 3401-05, “Defense Industrial Base Monitoring and Reporting,”  
December 6, 2018, as amended  
DCMA Manual 3301-08, “Information Security,” January 21, 2019  
DCMA Manual 4501-03, “Organization Structure, Mission, and Functions,” April 3, 2019  
DCMA Memorandum 17-072, “Agency Mission Essential Functions,” April 26, 2017  
DoD Directive 3020.40, “Mission Assurance,” November 29, 2016, as amended  
DoD Directive 5105.64, “Defense Contract Management Agency (DCMA),” January 10, 2013,  
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DoD Instruction 3020.45, “Mission Assurance (MA) Construct,” August 14, 2018, as amended  
National Security Memorandum-22, “Critical Infrastructure Security and Resilience,”  
April 30, 2024