



DEPUTY SECRETARY OF DEFENSE  
1010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1010

AUG 10 2015

MEMORANDUM FOR CHAIRMAN, DEFENSE BUSINESS BOARD

SUBJECT: Terms of Reference – Evaluation of Position of Under Secretary of Defense,  
Business Management and Information

Section 901(a) of the Carl Levin and Howard P. “Buck” McKeon National Defense Authorization Act for Fiscal Year 2016 enacts 10 U.S.C. 132a that establishes a new Executive Level 2 leadership position in the Department of Defense (DoD) called the Under Secretary of Defense for Business Management and Information that consolidates and elevates the Deputy Chief Management Officer and Chief Information Officer functions.

The law directs the conversion of the position of Deputy Chief Management Officer to position of Under Secretary of Defense for Business Management and Information, effective on February 1, 2017. Therefore, I am establishing a Task Group under the DBB to study and provide recommendations on whether the position should be consolidated and elevated, assess the advantages and disadvantages of doing so, and such other matters as the DBB determines relevant.

The DBB will provide its findings and recommendations to the Secretary of Defense or the Deputy Secretary of Defense no later than October 22, 2015.

As a subcommittee of the DBB, and pursuant to the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976, and other appropriate federal statutes and regulations, this Task Group shall not work independently of the DBB's charter and shall report its recommendations to the full DBB for public deliberation and approval. The Task Group does not have the authority to make decisions on behalf of the DBB, nor can it report directly to any federal representative. The members of the Task Group and the DBB are subject to 18 US Code Section 208, which governs conflicts of interest.



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