



Commandant
United States Coast Guard

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COMDTINST 5230.72A
04 FEB 2021

COMMANDANT INSTRUCTION 5230.72A

Subj: COMMAND, CONTROL, COMMUNICATIONS, COMPUTERS, CYBER, AND INTELLIGENCE (C5I) SUSTAINMENT MANAGEMENT POLICY

- Ref:
- (a) Commandant (CG-6) Directorate and Associated Duties, COMDTINST 5401.5 (series)
 - (b) Major Systems Acquisition Manual (MSAM), COMDTINST M5000.10 (series)
 - (c) Level 3 Non-Major Acquisition Program (NMAP) Manual, COMDTINST M5000.11 (series)
 - (d) Department of Homeland Security (DHS) Acquisition Directive (AD) 102-01-103 (series), Systems Engineering Life Cycle (SELC)
 - (e) Department of Homeland Security (DHS) Directives System Instruction 102-01-004 Revision Number: 02, Agile Development and Delivery for Information Technology
 - (f) Clinger Cohen Act of 1996
 - (g) OMB Circular A-130, Managing Information as a Strategic Resource
 - (h) OMB Annual Capital Planning and Investment Control Guidance
 - (i) Doctrine for Mission Support, Coast Guard Publication (MS-O), October 2015
 - (j) Deputy Commandant for Mission Support (DCMS) Engineering Technical Authority (ETA) Policy, COMDTINST 5402.4 (series)
 - (k) Coast Guard Configuration Management Policy, COMDTINST 4130.6 (series)
 - (l) U.S. Coast Guard Cybersecurity Manual, COMDTINST M5500.13 (series)
 - (m) DHS Instruction 102-02-001 (series), Capital Planning and Investment Control Guidebook
 - (n) DHS Instruction Guide 102-02-002, Operational Analysis Guidebook
 - (o) Coast Guard Operational Requirements Generation Manual, COMDTINST M5000.4 (series)

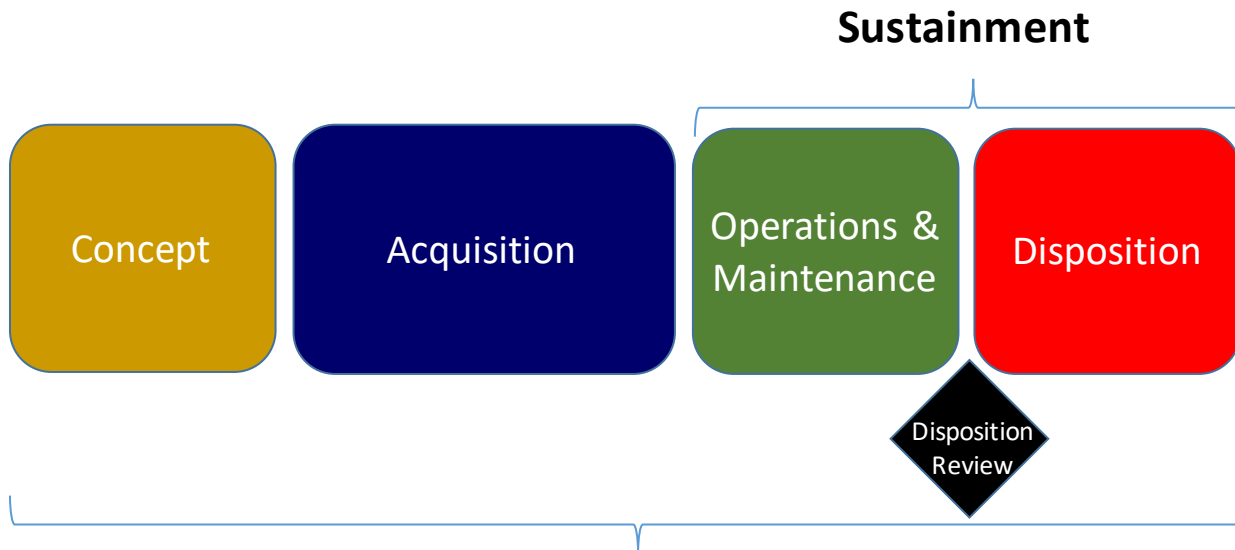
DISTRIBUTION – SDL No. 170

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NON-STANDARD DISTRIBUTION:

- (p) Financial Resource Management Manual (FRMM), COMDTINST M7100.3 (series)
- (q) Deputy Commandant for Mission Support Instruction 5400.1 (series)
- (r) Cyberspace Operations Manual, COMDTINST M2620.2 (series)
- (s) Coast Guard Enterprise Requirements Management Policy, COMDTINST 5200.9 (series)
- (t) Coast Guard Planning, Programming, Budgeting, and Execution (PPBE) Process, COMDTINST 7100.1 (series)
- (u) Financial Resource Management Manual – Procedures (FRMM-P), COMDTINST M7100.4 (series)
- (v) DHS Directive 142-02 Information Technology Integration and Management dated 12 April 2018
- (w) Department of Homeland Security Capital Investment and Control Guide Version 4.0 May 2007
- (x) Commandant (CG-6) Individual Certification, Training, and Education Requirements Policy, CG6INST 5219
- (y) Command, Control, Communications, Computer, Cyber, and Intelligence Resource Council (C5I RC) Charter dated 14 January 2021
- (z) U. S. Coast Guard Enterprise Architecture (EA) Policy, COMDTINST 5230.68 (series)
- (aa) The Coast Guard Integrated Logistics Support (ILS) Manual, COMDTINST M4105.14 (series)

1. PURPOSE. This Instruction identifies the authority, roles, and responsibilities governing program management for the sustainment of Command, Control, Communications, Computers, Cyber, and Intelligence (C5I) capabilities to maximize C5I value to the Coast Guard. This policy also provides high-level guidance to comply with References (a) through (aa) and reaffirms the authority and responsibility for the Assistant Commandant for Command, Control, Communications, Computers, and Information Technology (CG-6) to publish Capital Planning and Investment Control (CPIC) policy, procedures, and C5I Program Management Office (PMO) guidelines.
2. ACTION. All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, and chiefs of headquarters staff elements must comply with the provisions of this Instruction. Internet release is authorized.
3. DIRECTIVES AFFECTED. Command, Control, Communications, Cyber, and Information Technology (C5I) Sustainment Management Policy, COMDINST 5230.72 is hereby canceled.
4. DISCUSSION. Coast Guard acquisitions are governed by References (b) and (c). Figure 1 illustrates the scope of sustainment management, using stages defined in Reference (d) and (e). Sustainment consists of engineering and technical support by a Product Line Manager to maintain an operational capability.



C5I Capital Planning and Investment Control (CPIC)

Figure 1: C5I Sustainment Management in Context of CPIC

- a. The purpose of this Instruction is to provide guidance to effectively and efficiently meet Department of Homeland Security (DHS) CPIC procedures and guidance for Coast Guard C5I Major, Non-major, and Standard Investments. This Instruction is a companion document to Commandant (CG-6) CPIC procedures and guidelines.
- b. There are many ways to categorize C5I investments. The Coast Guard has over 340 C5I systems listed in the Enterprise Systems Inventory (ESI) repository and more than 500 applications listed in the Approved Software List (ASL) inventory. Each is required to be included in one of the established Coast Guard C5I Investment Business Cases and Standard Investments in accordance with reference (h). Software as a Service (SaaS) is considered a C5I capability that falls within this policy. Reference (h) further requires that Information Technology (IT) funding be managed and reported using the Technology Business Management (TBM) taxonomy. TBM is a standard taxonomy that aligns IT, finance, and mission/business area cost sources, technologies, IT resources (IT towers), applications, and services.
- c. The C5I Business Cases and Standard Investments are refreshed as needed or at a minimum annually in accordance with reference (h) in order to reassess for value, risk, and prioritization. From the reassessment and reprioritization, a determination is made if Resource Proposals (RPs) will be generated to address funding increases or decreases, supported by documented changes.
- d. Each system is associated with a respective C5I Investment Business Case or Standard Investment under a C5I Program, which are actively managed.
- e. C5I Program Managers, C5I Investment Business Case Managers, and C5I Business Relationship Managers plan, program, and budget for future years while overseeing execution of current year budget in accordance with reference (t). C5I Program Managers, as part of the Office of C5I Program Management, (CG-68), manage and oversee the Planning, Programming, Budgeting and Execution (PPBE) cycle in coordination with the appropriate funds managers and

program reviewers), CPIC, ILS, and SELC activities within their programs and in collaboration with C5I Service Center (C5ISC) Product Lines and Service Divisions. Position roles and responsibilities are described in following Sections.

- f. For C5I solutions and services in development or sustainment C5I Program Managers ensure Systems Engineering Life Cycle (SELC) processes are employed, including SELC tailoring, and orchestration of SELC decision events. Sustainment starts at ADE 4 identified in reference (b).
 - g. C5I Program Managers also ensure modern C5I sustainment techniques are employed including Development, Security, and Operations (DevSecOps), or more traditional methods when and where appropriate.
5. DISCLAIMER. This policy is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide technical guidance for Coast Guard personnel and is not intended to nor does it impose legally-binding requirements on any party outside the Coast Guard.
6. MAJOR CHANGES. This updated Instruction changes the following:
- a. Establishes seven discrete C5I Programs listed below:
 - (1) Intelligence Systems
 - (2) Operations Information Systems
 - (3) Command and Control (C2), Navigation and Combat Systems
 - (4) Communications Systems
 - (5) Infrastructure Services
 - (6) Unified Capabilities
 - (7) Mission Support Systems
 - b. It aligns each Program to a C5I Service Center (C5ISC) Product Line or the Infrastructure Services Division.
 - c. It eliminates the portfolio construct and portfolio and sustainment program manager roles.
 - d. C5I Investment Business Case Managers and C5I Business Relationship Managers roles are created for each C5I program.
 - e. Organizational roles and responsibilities are removed from this policy and can be found within the functional statements of the approved organizational structure maintained by Commandant (CG-81).
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.
- a. Commandant (CG-47) reviewed the development of this Instruction, and the general policies contained within it, and determined that this policy falls under the Department of Homeland Security (DHS) categorical exclusion A3. No further environmental analysis is necessary in accordance with the U.S. Coast Guard Environmental Planning Policy, COMDTINST 5090.1 (series).
 - b. This Instruction will not result in any substantial change to existing environmental conditions or violation of any applicable federal, state, or local laws relating to the protection of the environment. It is the responsibility of the action proponent to evaluate all future specific actions resulting from this policy for compliance with the National Environmental Policy Act (NEPA),

other applicable environmental mandates, and the U.S. Coast Guard Environmental Planning Policy, COMDTINST 5090.1 (series).

8. **DISTRIBUTION.** No paper distribution will be made of this Instruction. An electronic version will be located on the Commandant (CG-612) web site. Internet: <http://www.dcms.uscg.mil/directives/>, and CGPortal: <https://cg.portal.uscg.mil/library/directives/SitePages/Home.aspx>.
9. **RECORDS MANAGEMENT CONSIDERATIONS.** This Instruction has been evaluated for potential records management impacts. The development of this Instruction has been thoroughly reviewed during the Directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., National Archives and Records Administration (NARA) requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not have any significant or substantial change to existing records management requirements.
10. **POLICY.** The following policy governs all C5I solutions and services:
 - a. Sustainment activities include preventive, corrective and/or adaptive maintenance; procurement; obsolescence management; disposal; records management and archival; and other activities performed in the Operations and Maintenance (O&M) and Disposition stages of the systems engineering life cycle, as depicted in Figure 1 and in alignment with reference (aa). Sustainment engineering activities may be used to update SELC products created during a previous or continuing acquisition program.
 - b. Capability enhancements and convergence initiatives may be considered new development projects outside the sustainment phase. As such, capability enhancements, or convergence initiatives may be categorized as an acquisition program and funded with investment resources (Procurement, Construction, & Improvement (PC&I)). This may occur if a project or activity increases the capacity, capability or service life of an asset as outlined in reference (p). When this threshold is reached, the project or activity must be governed in accordance with references (b), (c), (h), (m), and (t), and follow Coast Guard PPBE and CPIC processes throughout the annual budget formulation and execution phases. This typically requires detailed planning and programming at least three years in advance of the capability enhancement or convergence initiative. However, emergency or emergent capability needs and Congressional, Executive, Department, and Component head level high visibility matters that arise during the budget execution year may require in-year reprogramming as allowed to provide a capability.
 - c. As depicted in Figure (2), the following C5I Programs are established to align Investments Business Cases and Standard Investments and C5ISC Product Lines to a discrete C5I Program:
 - (1) Intelligence Systems
 - (2) Operations Information Systems
 - (3) Command, Control (C2), and Navigation Systems
 - (4) Communications Systems
 - (5) Infrastructure Services
 - (6) Unified Capabilities
 - (7) Mission Support Systems

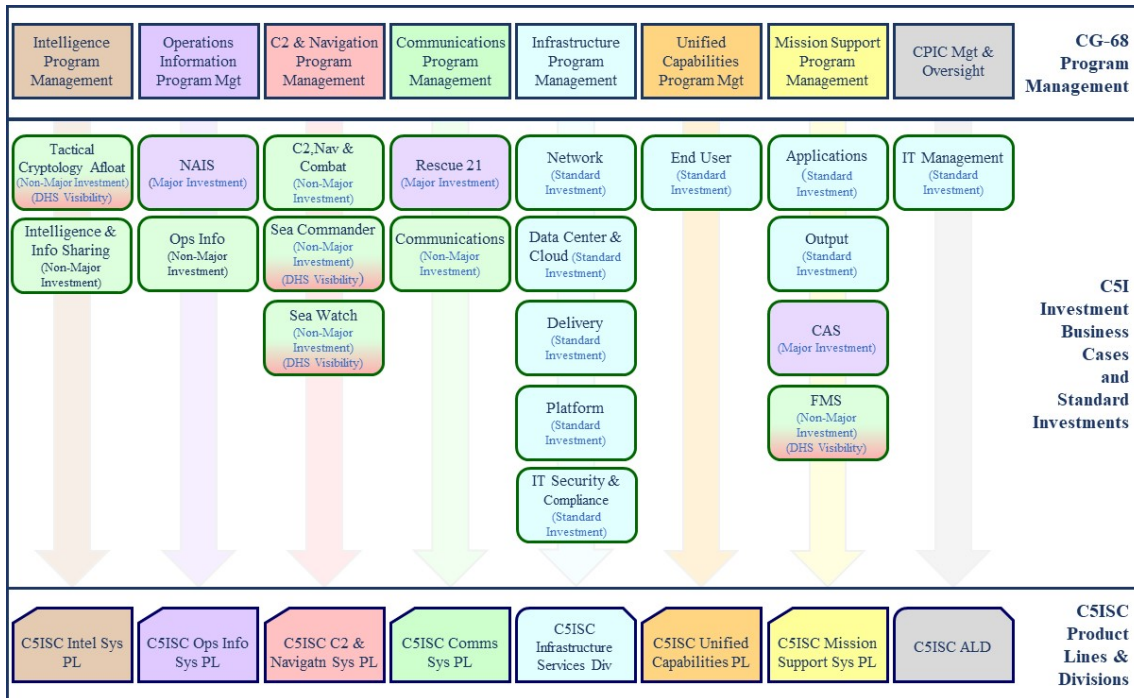


Figure 2: C5I Program Management Relationship and Alignment

- d. The former C5I construct of portfolios and the role of a portfolio manager are hereby disestablished. C5I Investment Business Case Managers and C5I Business Relationship Managers will perform duties as described in Paragraph 11 of this document under Roles and Responsibilities. Figure 3 illustrates the top-down C5I program to project management approach.



Figure 3: Top-Down C5I Program to Project Management Approach

- e. Within two years of assignment, C5I Program Managers, C5I Investment Business Case Managers, C5I Business Relationship Managers, Product Line Managers, and Service Division Managers must attain Department of Homeland Security (DHS) project or program certification including the Federal Acquisition Certification Program and Project Manager (FAC P/PM) level certification or management approved equivalent. The FAC P/PM level must be commensurate with the employee's role and grade or rank as defined in the Commandant (CG-6) training policy, reference (x), and civilian employee position descriptions. Supervisors may identify additional project or program certification requirements that are commensurate with staff's military rank, position, or civilian grade as defined in the respective civilian position description.
- f. Sponsor's Representatives and Requirements Managers must complete Coast Guard Requirements Management certification within 12 months of assignment per specific billet requirements.
- g. All government software development and configuration management personnel must complete DHS introductory Section 508 compliance training a minimum of once every three years. Personnel will complete additional assigned advanced Section 508 training based on roles and responsibilities.
- h. To maintain institutional knowledge, senior level civilians will be assigned as full time C5I Investment Business Case Managers to manage, develop, maintain, track and champion the C5I Investment Business Cases and Standard Investments including supporting artifacts. The C5I Investment Business Cases and Standard Investments must be used to manage and oversee the value and prioritization of C5I investments as well as to report fiscal accountability of all C5I investments regardless of funding type to DHS and other Federal entities as required by law and policy.
- i. Full time C5I Business Relationship Managers, both military and civilian personnel, will be assigned to champion effective communications and partnerships across all C5I stakeholders in support of the C5I Program Manager and to provide daily technical support to the C5I Investment Business Case Managers and C5I Program Managers.
- j. The C5I Investment Business Cases and Standard Investments must no longer be referred to as "programs."
- k. Each C5I Investment Business Case and Standard Investment must be associated with the appropriate TBM Product & Service categories. Commandant (CG-68) must address program level matters, PPBE, and CPIC to include developing and maintaining related policy, planning, program management, budgeting, C5I governance and external engagement with other Government Agencies.
- l. C5ISC must address project level matters, execute the approved budget, and manage Product Line workload to include C5I procedures, and customer support through Commandant (CG-68).
- m. Stakeholder engagement for programmatic matters including resources, budget formulation, and C5I work load prioritization must be coordinated through the Commandant (CG-68) C5I Program Manager and respective C5I Investment Business Case Managers and C5I Business

Relationship Managers; programmatic matters must not be addressed directly by those executing C5I sustainment (C5ISC Product Line Managers).

- n. Commandant (CG-68) and C5ISC must coordinate budget execution, stakeholder requests and contract status.
- o. The CPIC Manager must coordinate budget matters with the appropriate Commandant (CG-8) funds managers and program reviewers.
- p. All Coast Guard systems under development or in production must be registered through the Commandant (CG-68) C5I Investment Business Case Manager in the authoritative enterprise system inventory repository.
- q. All systems that require a FISMA Identifier must have a registered FISMA Identifier and must be registered in the appropriate Assessment and Authorization (A&A) repository.
- r. All systems to which the Coast Guard obligates funds must be included in the appropriate C5I Investment Business Case and Standard Investment in accordance with references (f)-(h) to include the total cost of ownership funded and unfunded requirements across prior years, budget year, and four out years; staffing; associated contracts; performance measures; risk assessment; cost benefit analysis; return on investment; schedule, and high-level transition plan milestones.
- s. Contract period of performance and funding requirements related to the systems, solutions, and services must be kept up to date in the appropriate C5I Investment Business Case and Standard Investment. The contracts listed in the C5I Investment Business Cases and Standard Investments must be submitted in the annual C5I acquisition forecast and updated and tracked at least quarterly to determine if the obligation of funds is on track, if intervention is required to get the acquisition back on track, or if the obligation of funds should be deferred or terminated and released for priority backlog use.
- t. In accordance with reference (n), all systems in sustainment must have an annual operational analysis completed prior to the start of the next budget planning cycle. This analysis must be used as input into the CPIC evaluation phase and C5I Investment Business Case and Standard Investment analysis and updates.
- u. All C5I solutions and services must have assigned and up-to-date designated authorities:
 - (1) Authorizing Official
 - (2) Information Owner
 - (3) Information System Owner
 - (4) Information System Security Officer
 - (5) C5I Program Manager
 - (6) C5I Investment Business Case Manager
 - (7) Primary C5I Business Relationship Manager
 - (8) Sponsor's Representative
- v. This Instruction does not supersede information assurance roles as described in Reference (l). Operational effectiveness requires close alignment between Risk Management Framework, privacy, and records management requirements.

- w. Individuals designated to a role for a C5I system must carry out their responsibilities as outlined in both this policy and as further described in C5I PMO guidelines.
- x. This policy also applies to C5I systems, solutions, and services that are managed by units outside of Commandant (CG-6) or the C5I Service Center. Units and personnel who manage such systems, solutions, or services must coordinate with their corresponding C5I Program Manager in Commandant (CG-68) to ensure accurate reporting of the Coast Guard's C5I Investments in accordance with reference (h).

11. ROLES AND RESPONSIBILITIES. The following responsibilities apply to all C5I systems, solutions and services.

a. C5I Program Manager

- (1) Plans, programs, budgets, and oversees the execution of C5I sustainment activities.
- (2) Maximizes the value of C5I capabilities in support of Coast Guard missions and business functions based on existing and projected funding levels and needs of each Investment.
- (3) Manages respective C5I Investment Business Case Managers, C5I Business Relationship Managers, and coordinates with the Product Line Manager to meet Sponsor's Representative's operational requirements.
- (4) Creates programmatic policies associated with assigned C5I capabilities and updates their respective policies annually.
- (5) Ensures enterprise communications are promulgated in a timely and effective manner.
- (6) Manages programmatic risks and issues.
- (7) Shapes acquisition and procurement strategies with the Product Line Manager, maintains awareness of all required contracting actions, manages acquisition and procurement risk to the program, and approves all Information Technology Acquisition Reviews (ITARs). Coordinates acquisition and procurement strategies with Requirements Managers and Sponsors.
- (8) Conducts regular program management reviews to provide awareness of the overall health of the program.
- (9) Coordinates cost, schedule, and performance constraints for new projects; identifies the minimum documentation required in a SELC Tailoring Plan (including agile or DevSecOps deployment); coordinates with Engineering Technical Authorities (ETA) as defined in Reference (j); adheres to oversight requirements as approved by the Executive Oversight Council (EOC) and Non-Major Acquisition Oversight Council (NMAOC); and briefs program updates. Coordinates with Commandant (CG-9) on these actions when Commandant (CG-9) is developing the acquisition.
- (10) Responsible for the effective transition of Commandant (CG-9) major and non-major acquisition programs into sustainment in partnership with the Commandant (CG-9) Acquisition Program Manager. Provides input to and concurs/non-concurs on concurrent clearance reviews for all Commandant (CG-9) acquisition documents related to life-cycle costs and sustainment activities for C5I systems, solutions and services.
- (11) Coordinates Program participation in Project Decision Events (PDE) and Systems Engineering Technical Reviews (SETR) for respective programs.

- (12) Responsible for coordinating with Commandant (CG-44) and supporting Logistics Assessments as the stakeholder for the Computer Resources Integrated Logistics Support Element.
- (13) Coordinates external engagements outside Commandant (CG-6) to include, but not limited to, other Coast Guard organizations, DHS and DoD Components, and the Intelligence Community to ensure alignment and interoperability with common strategies, goals, objectives, and acquisitions and/or procurements.
- (14) Oversees the disposition of C5I systems, solutions, and services in accordance with approved disposition review and record management retention requirements.
- (15) Conducts quality assurance reviews and approves all assigned C5I Investment information and supporting artifacts prior to submission for higher level Commandant (CG-6) review and approval.
- (16) Recommends the addition of unfunded priorities to the Coast Guard's Unfunded Priorities List. Defends emergency and emergent budget adjustments and Resource Proposals and coordinates C5I Resource Council recommendations.
- (17) Recommends re-allocation of projected unobligated funds against the Unfunded Requirements (UFR) Priority backlog list.
- (18) Ensures C5I Investment Business Cases and Standard Investments are developed and maintained throughout the PPBE and CPIC process.
- (19) Ensures proper PPBE and CPIC C5I governance is executed for the program and with the respective C5I Investment Business Case Managers and C5I Business Relationship Managers.
- (20) In alignment with reference (l), leads, coordinates, communicates, integrates, and is accountable for the overall success of the program. Coordinates with the C5I Product Line Manager, who is typically designated as the Information System Owner.

b. C5I Investment Business Case Manager

- (1) Accurately manages and submits all C5I investment information complete and on time through the Program Manager in accordance with reference (h) and the Commandant (CG-6) CPIC calendar, to enable the C5I Program Manager to effectively manage the program.
- (2) Develops and maintains C5I Investment Business Cases and Standard Investments throughout the PPBE and CPIC process, including to total cost of ownership and transition plans.
- (3) Collaborates with the Requirements Manager on the development of the C5I Investment Business Case and Standard Investment related total cost of ownership and transition plans.
- (4) Coordinates with the C5I Program Manager the impacts of acquisition risk or missed acquisition milestones to the investment, and recommends a plan of action.
- (5) Assesses the impact of operational requirements changes from the Sponsor's Representative or functional requirements from the C5I Business Relationship Manager to all elements of the C5I Investment Business Case and Standard Investment, and coordinates the assessment of impact with the C5I Program Manager.
- (6) Conducts C5I Investment Business Case and Standard Investment reviews using CPIC standard weighted and rated criteria to recommend prioritization, trade space, budget requests, and decrement plans.

- (7) Tracks spend plans, obligations, and expenditures within the C5I Investment Business Case and Standard Investment.
- (8) Prepares the C5I Investment Business Case and Standard Investment budget and respective Resource Proposals (RPs) during budget formulation.
- (9) Recommends emergency and emergent spend plan adjustments to in-year budget execution through the C5I Program Manager to the C5I Resource Council for recommended resolution. These adjustments may require coordination with the appropriate funds manager and program reviewer through the CPIC Manager.
- (10) Maintains the accuracy of the systems information within enterprise system inventory repository.

c. C5I Business Relationship Manager (BRM)

- (1) Serves as the primary liaison between the C5I Program Manager; Requirements Manager; Sponsor's Representative; C5I Investment Business Case Manager; C5ISC Product Line and Service Division staff; CGCYBER staff; and Commandant (CG-9) acquisition program staff for assigned C5I capabilities.
- (2) Facilitates the resolution of all risks and issues with stakeholders.
- (3) Facilitates effective communications with stakeholders.
- (4) When introducing new or enhanced capabilities or re-competition of contracts, coordinates key acquisition artifacts with all stakeholders such as alternative analysis, Requests For Information (RFIs), market research, Determinations of Funding (Doff) (when needed), and life-cycle cost estimates.
- (5) Oversees generating functional requirements in coordination and validation with the Sponsor's Representatives Operational Requirements.
- (6) Reviews ITAR submissions with the Sponsor's Representative, Product Line, and C5I Program Manager to maintain oversight over C5I acquisitions and procurements.
- (7) Manages the demand for products, services, licenses, or support.
- (8) Participates in Project Decision Events (PDE) and Systems Engineering Technical Reviews (SETR) for assigned systems.
- (9) Maintains awareness of configuration management, total asset visibility, and bi-level support of respective C5I systems, services, and solutions as established by the Product Line Manager.
- (10) Makes sustainment recommendations for assigned C5I systems, solutions and services.
- (11) Oversees the disposition of C5I systems, solutions and services in accordance with approved disposition guidelines in references (d) and in accordance with reference (m).

d. C5ISC Product Line Manager or Service Division Manager

- (1) Accountable for sustaining assigned C5I capabilities and establishes configuration management, total asset visibility and bi-level support in accordance with reference (q).
- (2) Responsible for timely execution of contracts that meet established cost, schedule, and performance parameters.
- (3) Accountable for executing projects that meet established cost, schedule, and performance parameters, following the appropriately tailored Project Management decision and SELC technical reviews.

- (4) Assists the C5I Investment Business Case Manager in creating budget justifications and cost estimates during budget formulation.
- (5) Ensures coordination with other C5ISC Product Line and Service Division managers and staff.
- (6) Executes disposition of C5I systems, solutions, and services in accordance with approved disposition review.
- (7) Ensures service requests identify the total cost of ownership before accepting the work, including:
 - (a) Project/Program Management
 - (b) Systems Architecture
 - (c) Information Assessment and Authorization (i.e. System Security Plan; System Test and Evaluation; Contingency Plan; Control Identification and Test Result documentation; Vulnerability Test and Evaluation; and Section 508 accessibility compliance)
 - (d) Traceability between functional requirements and systems' specifications
 - (e) Test Bed
 - (f) Unit, System, Regression and Integration Test and Evaluation
 - (g) Configuration Management
 - (h) Remediation/resolution cost contingency budget reserved for critical and high test findings
 - (i) Remediation/resolution cost contingency budget reserved for moderate and low test findings
 - (j) Commitment and completion of existing Plan of Action and Milestones (POAM) schedule, staffing, and funding needs
 - (k) Training
 - (l) Additional costs identified to the program for new functionality that will negatively impact the baseline enterprise network, storage, and internal and cloud computing environment service levels
 - (m) Operations and Maintenance funding including periodic technology refresh, scheduled upgrades, and patching.
- (8) In alignment with reference (1), responsible for the procurement, development, integration, modification, operation, maintenance, and disposal of a system. Coordinates activities with the C5I Program Manager, who is accountable for the overall success of the systems within the program.

e. CPIC Manager

- (1) Oversees CPIC C5I Investment Business Cases and Standard Investments accountability and submissions including respective Resource Proposals and coordination in accordance with the PPBE process.
- (2) Interfaces as the designated point of contact to the appropriate Commandant (CG-8) funds managers and program reviewers for C5I investment matters on behalf of the C5I Program Managers and C5ISC including the Business Operations Division (BOD) and Asset Logistics Division (ALD).
- (3) Interfaces as the designated point of contact to the DHS Office of the CIO Business Management Office and Office of the Chief Technology Officer on C5I investment matters.

- (4) Oversees and manages the IT Acquisition Request (ITAR) process.
- (5) Oversees and manages the C5I component of the DHS Security Acquisition Manual (HSAM) Appendix G Checklist for Sensitive Information assessment.
- (6) Represents Commandant (CG-6) and the C5I Service Center in coordination with the Executive Secretariat for the C5I Resource Council.

f. Sponsor

- (1) Defines, maintains, evaluates, and articulates organizational and program goals and capabilities.
- (2) Acquires, through coordination with C5I Program Managers and C5I Investment Business Case Managers the necessary resources to fully implement and support the needed C5I capability.
- (3) Coordinates, assimilates, and provides end user input to the appropriate stage of the PPBE, CPIC, SELC, and Risk Management Framework (RMF), per Reference (h).
- (4) Identifies and facilitates the resolution of issues tied to requirements and needs.
- (5) Develops, updates, and establishes Sponsor's program doctrine, policies, and associated concepts of operations, including operational or end user operational training requirements.
- (6) Fulfills the PPBE functions of the Sponsor's organization.
- (7) Coordinating with Sponsor's Representatives and Business Case Managers, develops acceptance criteria (including expected and measured performance) for the respective C5I system, solution, or service.

g. Sponsor's Representative

- (1) Accountable for documenting customer satisfaction and other business justification data through regular annual Operational Analyses (OAs) in accordance with reference (h).
- (2) Participates in Post-Implementation Reviews (PIRs) with C5I Business Relationship Managers and the C5I Service Center in accordance with reference (d).
- (3) Defines, maintains, evaluates, and articulates organizational mission/business goals and operational requirements for C5I capabilities.
- (4) Documents and ensures the maintenance of accurate, current, and comprehensive information for the Enterprise Architecture Business Reference Model per reference (z).
- (5) Ensures transparency, traceability, and documentation of C5I requirements and capabilities.
- (6) Coordinates with the Sponsor to validate functional requirements overseen by the C5I Business Relationship Manager.

h. Requirements Manager

- (1) Ensures requirements documentation is maintained and updated.
- (2) Manages requirements traceability matrix; ensures traceability between operations, functional and technical requirements; ensures alignment with existing and emerging enterprise architecture processes.
- (3) Reviews requirements requests and validates the requests are assigned appropriately.
- (4) Assigns a Sponsor's Representative.

i. Cyber Command Operations Specialist

- (1) Fulfills field-level support of enterprise C5I systems and services cyber command operations as guided by the Mission Support Business Model (MSBM) defined in Reference (j).
- (2) Informs CG on status of cyber vulnerabilities, ATO, operations and field-level maintenance activities, as well as compliance with information assurance, Section 508 accessibility and other Commandant (CG-6) policies, for resource prioritization through C5I RC.
- (3) Informs C5I Program Managers and C5I Investment Business Case Managers on task orders that may require adjustments to approved budgets.

j. C5I Resource Council (C5IRC)

- (1) The C5IRC operates in accordance with reference (y) or any subsequent updated charter. Please refer to the charter for details.

12. FORMS/REPORTS. None.

13. REQUESTS FOR CHANGES. All change requests should be directed to Commandant (CG-68) at ask68@uscg.mil.

/DAVID M. DERMANELIAN/
Rear Admiral, U.S. Coast Guard
Assistant Commandant for Command,
Control, Communications, Computers,
and Information Technology