



**DEPUTY CHIEF MANAGEMENT OFFICER**  
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April 26, 2017

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DEPUTY CHIEF MANAGEMENT OFFICER  
CHIEFS OF THE MILITARY SERVICES  
CHIEF, NATIONAL GUARD BUREAU  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
DIRECTOR OF COST ASSESSMENT AND PROGRAM  
EVALUATION  
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE  
CHIEF INFORMATION OFFICER OF THE DEPARTMENT OF  
DEFENSE  
ASSISTANT SECRETARIES OF DEFENSE  
DIRECTORS OF DEFENSE AGENCIES  
DIRECTORS OF DOD FIELD ACTIVITIES

SUBJECT: Defense Business Systems Investment Management Process Guidance

The attached Defense Business Systems (DBS) Investment Management Process Guidance has been updated pursuant to section 2222 of Title 10, United States Code as amended by the FY 2016 National Defense Authorization Act (NDAA). This guidance incorporates changes required by the FY 2016 NDAA in addition to addressing the use of internal thresholds and incorporating lessons learned.

The updated investment management process and guidance applies to all DoD organizations and is effective for the review and certification of covered DBS that intend to obligate funds during FY17 and thereafter. Organization Execution Plans for the FY18 cycle must be completed in accordance with the schedule published in the guidance and will be certified prior to September 30, 2017. Requests to review and certify DBS in the Out of Cycle process for obligation of funds during FY17 must be made before August 15, 2017, in order to ensure review and certification prior to the end of the fiscal year.

TILLOTSON.DAVID  
D.III.

Digitally signed by TILLOTSON.DAVID.III.  
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI,  
ou=OSD, cn=TILLOTSON.DAVID.III  
Date: 2017.04.26 14:54:15 -0400

David Tillotson III  
Acting

Attachment:  
As stated