

**CHARTER
ARMY CHIEF INFORMATION OFFICER EXECUTIVE BOARD**

21 FEB 2014

1. Name of Committee: Army Chief Information Officer (CIO) Executive Board (EB).
2. Category and Type of Committee: Intra-Army.
3. Date Established: April 2001.
4. References: The Army CIO EB is established in accordance with the following authorities.
 - a. Title 10 United States Code (U.S.C.) section 2223b (Additional Responsibilities of Chief Information Officer of Military Departments).
 - b. Title 10 U.S.C. section 3014 (Office of the Secretary of the Army).
 - c. Clinger-Cohen Act of 1996, Public Law 104-106, Division E, 40 U.S.C. 1401 et seq.
 - d. Paperwork Reduction Act of 1995, Public Law 104-13, 44 U.S.C. section 11101 et seq.
 - e. Department of Defense (DoD) Instruction 5105.18 (DoD Intergovernmental and Intragovernmental Committee Management Program), 7 Aug 12.
 - f. Army Regulation 15-1 (Committee Management), 27 Nov 92.
 - g. Army Regulation 25-1 (Army Information Technology), 25 Jun 13.
 - h. Department of the Army General Orders No. 2012-01 (Assignment of Functions and Responsibilities Within Headquarters, Department of the Army), 11 Jun 12.
 - i. Memorandum, Secretary of the Army, 2 Aug 11, subject: Army Policy on the Establishment and Management of Temporary Committees.
 - j. Charter, Army Chief Information Officer Executive Board, 31 Jan 11 (hereby superseded).
5. Date to be Terminated: The need for this advisory function is on a continuing basis. The charter will be submitted every 2 years for revalidation in accordance with reference 4f.
6. Mission or Purpose: The CIO EB will provide strategic direction on Army CIO/G-6 strategies, policies, actions and guidance with Army Commands; Army Service

Component Commands; Direct Reporting Units; and Headquarters, Department of the Army. The CIO EB is a critical forum to synchronize initiatives and receive critical feedback on the management of information and information technology (IT) capability requirements and concerns affecting the generating and operating forces. In addition, the CIO EB will promote an Army culture that disseminates decisions from other Army CIO governance forums.

7. Direction and Control: The CIO EB reports to and receives its direction from the Army CIO/G-6. The authorities and responsibilities of CIO EB members will be in line with applicable law and regulations.

8. Committee Structure and Membership: The CIO EB is composed of senior leadership representing all components of the Army. The Army CIO chairs the committee. The Deputy CIO will chair the committee in the absence of the Army CIO. Member organizations are to support the forum with principals or representatives with the authority to speak on behalf of the organization's principal leadership.

a. The CIO EB consists of these members:

- (1) Army CIO (chair);
- (2) Army Deputy CIO (vice chair);
- (3) Office of the Assistant Secretary of the Army (Acquisition, Logistics and Technology);
- (4) Office of the Assistant Secretary of the Army (Civil Works) (represented by U.S. Army Corps of Engineers);
- (5) Office of the Assistant Secretary of the Army (Financial Management and Comptroller);
- (6) Office of the Assistant Secretary of the Army (Installations, Energy and Environment);
- (7) Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs);
- (8) Office of the Administrative Assistant (represented by U.S. Army Information Technology Agency);
- (9) Office of the Deputy Under Secretary of the Army;
- (10) Office of the Chief Public Affairs;
- (11) Office of the Director of the Army Staff;

- (12) Office of the Deputy Chief of Staff, G-1;
- (13) Office of the Deputy Chief of Staff, G-2;
- (14) Office of the Deputy Chief of Staff, G-3/5/7;
- (15) Office of the Deputy Chief of Staff, G-4;
- (16) Office of the Deputy Chief of Staff, G-8;
- (17) Office of the Chief, Army Reserve (represented by U.S. Army Reserve Command);
- (18) Office of the Surgeon General;
- (19) Office of the Assistant Chief of Staff for Installation Management;
- (20) Office of the Judge Advocate General;
- (21) Office of the Provost Marshal General;
- (22) U.S. Army Forces Command;
- (23) U.S. Army Training and Doctrine Command;
- (24) U.S. Army Materiel Command;
- (25) U.S. Army Pacific;
- (26) U.S. Army Europe;
- (27) U.S. Army Central;
- (28) U.S. Army North;
- (29) U.S. Army South;
- (30) U.S. Army Africa/Southern European Task Force;
- (31) U.S. Army Special Operations Command;
- (32) Military Surface Deployment and Distribution Command;
- (33) U.S. Army Space and Missile Defense Command/Army Strategic Command;

- (34) U.S. Army Cyber Command;
- (35) U.S. Army Network Enterprise Technology Command/9th Signal Command (Army);
- (36) U.S. Army Medical Command;
- (37) U.S. Army Intelligence and Security Command;
- (38) U.S. Army Corps of Engineers;
- (39) U.S. Army Test and Evaluation Command;
- (40) U.S. Army Installation Management Command;
- (41) United States Military Academy;
- (42) Office of the Director, Army National Guard;
- (43) Office of the Director of Business Transformation;
- (44) U.S. Army Communications-Electronics Command; and
- (45) U.S. Army Research, Development and Engineering Command.

b. Advisors to the CIO EB are:

- (1) Office of the General Counsel;
- (2) Office of the Inspector General;
- (3) Office of the Auditor General;
- (4) Office of the Chief of Legislative Liaison;
- (5) Office of the Program Executive Officer Command, Control and Communications-Tactical;
- (6) Office of the Program Executive Officer Enterprise Information Systems;
- (7) Office of the Program Executive Officer Intelligence, Electronic Warfare and Sensors; and
- (8) Office of the Program Executive Officer Simulation, Training and Instrumentation.

c. The following will serve as DoD advisors:

(1) Office of the DoD CIO; and

(2) Office of the Director, Defense Information Systems Agency.

9. Estimated Number of Meetings: The CIO EB will convene quarterly, or as directed by the chair or designated Secretariat representative. Meetings will occur in January, April, July and October of the calendar year unless directed otherwise.

10. Estimated Annual Operating Costs and Staff Years: The total estimated operating costs, including travel and meeting and contract support, are approximately \$168,845. The estimated annual personnel costs to the Department of the Army are 1.25 full-time equivalents (FTEs). These associated costs are internally resourced and the Army will not incur any additional operating costs. The costs are:

a. The number of work years annually required for the attendance of CIO EB participants (all members and any participating staff), including any requirements for formal action officer meetings, councils of colonels, and any other preliminary or shaping sessions leading to the board, is .95 FTEs at an estimated cost of \$133,076.

b. The number of FTEs annually required to support the board (including partial FTEs) is .30 FTE at an estimated cost of \$35,769.

(1) The number and grade of any full-time Government (civilian or military) support staff or members whose duties are exclusive to the board is zero.

(2) The size, source and estimated cost of any contract support staff is zero.

c. The cost of meeting space is zero.

d. Annual travel costs are zero. The CIO EB will use video teleconferencing and enterprise collaboration capabilities to the maximum extent possible for member participation. Attendance is defined as onsite participation or remote participation via teleconference or video teleconference.

11. Administrative Support: The Army CIO/G-6 Policy and Resources Directorate serves as the Secretary and is responsible for services to the CIO EB, including financial, administrative, logistical and other support services necessary to carry out the board's function. The Secretary will:

a. propose issues and processes to support the functions of the CIO EB;

b. structure issues and ensure proper representation of items before the CIO EB;

- c. announce and stage meetings at the chair's direction;
- d. make sure all security rules and regulations regarding classified meetings and documents are followed;
- e. assemble, prepare and distribute material on matters under CIO EB consideration upon availability and as expeditiously as possible;
- f. disseminate specific requirements for data and other actions on behalf of the CIO EB;
- g. follow up and work with subject matter experts to acquire status reports on open actions to brief or report out to the CIO EB until completion;
- h. prepare and distribute the minutes of CIO EB meetings;
- i. maintain and safeguard records and ensure their appropriate disposition;
- j. support and coordinate the activities of the CIO EB's subordinate bodies;
- k. compile and maintain contact lists for members and their coordinating staffs; and
- l. approve summaries of meeting proceedings.

12. Other Data:

- a. The chair will:
 - (1) call and preside at meetings of the CIO EB,
 - (2) approve agendas,
 - (3) assign actions and tasks,
 - (4) assign and convene working groups to perform specific tasks or develop specific products the CIO EB requires, and
 - (5) resolve information management (IM) and IT issues.
- b. Members and advisors will:
 - (1) identify and nominate agenda topics and issues for consideration;
 - (2) sponsor topics and issues for meetings, prepare position papers and read-ahead materials, and present briefs;

(3) represent their organizations' positions regarding issues presented to the CIO EB;

(4) convey and support the positions of the CIO EB to their organizations;

(5) execute actions and tasks as the chair directs;

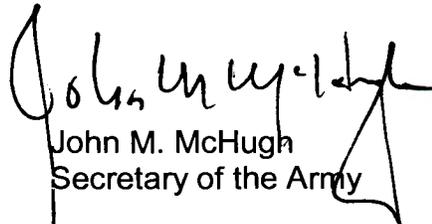
(6) ensure that their organizations are represented on appropriate CIO EB subordinate bodies;

(7) participate in the development of strategies to resolve enterprise IM and IT issues;

(8) keep the CIO EB apprised of relevant functional IM- and IT-related matters;
and

(9) review summaries of meeting proceedings.

13. Correspondence: The Secretary is the entry point to the CIO EB for all Army organizations (for example, meetings, agenda items, tasks and actions). All staffing, draft and final documents, and collaboration will be posted and maintained on the IT Governance SharePoint site at https://west.esps.disa.mil/army/cmds/hqda_ciog6_Admin/ITGov/SitePages/ITGOV.aspx



John M. McHugh
Secretary of the Army