



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON
WASHINGTON, DC 20301-3010

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MEMORANDUM FOR SECRETARY OF THE ARMY
SECRETARY OF THE NAVY
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE
ASSISTANT SECRETARY OF DEFENSE (NETWORKS
AND INFORMATION INTEGRATION)
ASSISTANT SECRETARY OF DEFENSE (HOMELAND
DEFENSE AND AMERICA'S SECURITY AFFAIRS)
ASSISTANT SECRETARY OF DEFENSE (SPECIAL
OPERATIONS/LOW INTENSITY CONFLICT)
GENERAL COUNCIL OF THE DEPARTMENT OF DEFENSE

SUBJECT: Interagency Responsibilities for DoD Biometrics

Under the authority assigned to me as the Principal Staff Assistant for Defense Biometrics, I am assigning responsibilities to represent the Department of Defense at various interagency working groups. I am also directing the Executive Agent for Biometrics to define and implement a process that provides feedback to all biometric stakeholders and DoD senior leaders who represent the Department at the National Security Counsel/Homeland Security Counsel (NSC/HSC) Principals/Deputies Committees (PC/DC) and NSC/HSC Policy Coordination Committees (PCC).

There are two primary NSC/HSC PCCs dealing with USG biometrics policy; the NSC on Combating-Terrorism Security Group (CSG) and the HSC on Border Transportation Security (BTS). There are two additional organizations below the NSC/HSC that serve as entry points as the U.S. Government develops policy on the use of biometrics in U.S. Government Counterterrorism Programs. The first is the National Science and Technology Council's Subcommittee on Biometrics, and the second is the National Counterterrorism Center's Identity Management-Biometrics Interagency Coordination Group. These two organizations are not all inclusive, and our biometric activities must also coordinate with other established organizations where biometrics will have an impact. Policy decisions for each group will eventually be reviewed and approved within the NSC/HSC interagency process.

The Department of Defense is a key stakeholder in these executive level forums, and it is important that our equities are represented in a continuous, coordinated and consistent manner. The representatives identified in the attachment will:



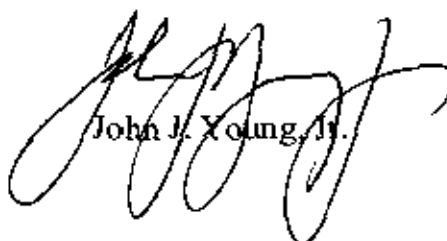
- a. Ensure a DoD representative attends every scheduled meeting. Participate in the group by understanding the issues under consideration.
- b. Develop and staff the DoD position on those issues consistent with higher-level objectives, goals, and policies. Assume ownership of outstanding actions from conception to resolution.
- c. Provide a written information paper to action officers representing USD(P), USD(I), USD(AT&L), Joint Staff, and the Executive Agent for Biometrics within 72 hours of the subgroup meeting, which includes – but not be limited to – the following: summary of meeting, key issues discussed, action items that require staffing within the Department, items requiring senior-leader attention, and any upcoming actions.
- d. Brief and prepare principals representing the Department at the NSC/HSC PC/DC and PCC to ensure that they are informed and prepared to represent the DoD's position on issues under consideration.

To ensure the Department plays an active role in the development of national policy for biometrics, the Executive Agent for Biometrics shall create a process to coordinate and share issues within the Department and a process that prepares principal members for attendance at national-level meetings and forums. The agent will:

- a. Conduct timely and frequent meetings among the steering group representatives and subgroup representatives to ensure sharing of information among all biometric stakeholders.
- b. Establish procedures to inform principals attending NSC/HSC PC/DC meetings and PCC meetings.
- c. Make available all correspondence from the working groups, steering groups, and deputies' coordination committees through the establishment of a DoD information sharing Web site.
- d. Disseminate information and provide feedback to the DoD biometrics stakeholder community and other biometric-related subgroups to ensure DoD interests and equities are adequately addressed.

Your organization's participation in these interagency forums is appreciated.

Sincerely,



John J. Young, Jr.

Attachment:
As stated

DoD Representatives at various interagency working groups involving biometrics

1. The following are DoD's working group representatives to the National Science and Technology Council's Subcommittee on Biometrics and Identity Management (IdM):

Working Group	Primary	Alternative
Steering Group	DDR&E	Army BTF
Interoperability	NII	J-6/Army BTF
Privacy	DA&M	OSD OGC
R&D	DDR&E	Army BTF
S&T Guidance	DDR&E	Army BTF
Standards	Army BTF	N/A
Communications	Army BTF	N/A
IdM Task Force	DON & NII/CIO	USD-I & Army BTF

2. The following are DoD's subgroup representatives to the National Counterterrorism Center's Identity Management-Biometrics Interagency Coordination Group:

Working Groups	Primary	Alternative
Steering Group	DDR&E	USD-P
Applications and Collection	JS/J34	Army G2
Foreign Partners	USD-P	JS/J-5
Interoperability	NII	J-6/Army BTF
Legal	OSD OGC	Army OGC
R&D	DDR&E	Army BTF
Standards	Army BTF	N/A
Terrorist Screening	USD-I	DIA JTFCT
Classified	USD-I	DIA DCO
BEI	USD-I	DIA

3. ASD(SO/LIC) and JS/J-5/J-3 are DoD's representatives to the NSC Counterterrorism Security Group (CSG) Policy Coordination Committee (PCC).

4. ASD(HD & ASA) and JS/J-5 are DoD's representatives to the HSC Border Transportation Security (BTS) Policy Coordination Committee (PCC).

5. USD(AT&L) is DoD's representatives to the Deputies Committee to the National Science and Technology Council's Committee on Technology.

6. Working Group representatives in paragraphs 1 and 2 above are responsible to brief steering group representatives and principals attending NSC/HSC PC/DCs, PCCs and other executive level meetings as directed by the Director, Defense Biometrics.