



CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-8
DISTRIBUTION: A, B, C, S

CJCSI 5123.01F
10 January 2012

CHARTER OF THE JOINT REQUIREMENTS OVERSIGHT COUNCIL

References: See Enclosure C

1. Purpose. In accordance with reference a, this instruction implements the Joint Requirements Oversight Council (JROC) as an advisory council to the Chairman of the Joint Chiefs of Staff. This instruction further delineates the roles and responsibilities of the JROC, its subordinate boards, and other organizations with equity in the Joint Capabilities Integration and Development System (JCIDS) and other Departmental processes outlined in references b and c.

2. Cancellation

a. CJCSI 5123.01E, 17 April 2010, "Charter of the Joint Requirements Oversight Council," is hereby cancelled.

b. CJCSI 3137.01D, 26 May 2009, "The Functional Capabilities Board (FCB)," is hereby cancelled.

3. Applicability. This instruction applies to the Joint Staff, Services, Combatant Commands, and other DOD components.

4. Policy

a. This instruction implements the JROC and its subordinate boards to fulfill advisory responsibilities to the Chairman in identifying, assessing, validating, and prioritizing joint military capability requirements, in addition to other matters assigned to it by the President or Secretary of Defense. It is the foundation for all related and supporting efforts within JCIDS as outlined in references b and c.

b. Enclosure A outlines the roles and membership of the JROC and its subordinate boards, as well as processes related to JROC communications.

c. Enclosure B outlines the responsibilities for each organization represented on the JROC and its subordinate boards, as well as responsibilities for organizations with equities in the JCIDS process.

5. Definitions. See Glossary.

6. Responsibilities. See Enclosure B.

7. Summary of Changes. This is a complete revision of CJCSI 5123.01, reflecting consolidation of portions of CJCSI 3137.01, alignment with changes in CJCSI 3170.01, Joint Capability Development Process Review process improvement recommendations, JROC direction, and other administrative changes. Portions of CJCSI 3137.01 not incorporated in this instruction are incorporated into references b and c.

8. Releasability. This instruction is approved for public release; distribution is unlimited. DOD components (to include the combatant commands), other Federal agencies, and the public may obtain copies of this instruction through the Internet from the CJCS Directives Home Page--http://www.dtic.mil/cjcs_directives.

9. Effective Date. This instruction is effective upon receipt.



WILLIAM E. GORTNEY
VADM, USN
Director, Joint Staff

Enclosures:

- A — Charter of the Joint Requirements Oversight Council
- B — Responsibilities
- C — References
- GL — Glossary

DISTRIBUTION

Distribution A, B, C, and J plus the following:

	<u>Copies</u>
Secretary of Defense.....	2
Under Secretary of Defense (Acquisition, Technology, and Logistics)	2
Under Secretary of Defense (Comptroller)	2
Under Secretary of Defense (Personnel and Readiness)	2
Under Secretary of Defense (Policy)	2
Under Secretary of Defense (Intelligence)	2
Assistant Secretary of Defense (Health Affairs).....	2
Department of Defense Chief Information Officer	2
Director, Cost Assessment and Program Evaluation	2
Director, Operational Test and Evaluation	2
Director, Joint Rapid Acquisition Cell.....	2
Director, National Intelligence	2

(INTENTIONALLY BLANK)

ENCLOSURE A

CHARTER OF THE JOINT REQUIREMENTS OVERSIGHT COUNCIL

1. Background

a. JROC Support to CJCS Role. The JROC directly and indirectly supports the CJCS role as the principal military adviser to the President, the National Security Council (NSC), the Homeland Security Council (HSC), and the Secretary of Defense, in accordance with reference d. Reference e specifies CJCS functions paraphrased below, which include:

(1) Planning, advice, and policy formulation

(a) Strategic Direction. Assisting the President and the Secretary of Defense in providing strategic direction of the armed forces.

(b) Strategic Planning. Preparing strategic plans and related joint logistic and mobility plans that conform to resource levels projected to be available. Performing net assessments of the Armed Forces of the United States and its allies as compared with those of potential adversaries.

(c) Contingency Planning and Preparedness. Providing for the preparation and review of contingency plans and related joint logistic and mobility plans that conform to policy guidance from the President and the Secretary of Defense. Advising the Secretary of Defense on critical deficiencies and strengths in force capabilities. Establishing and maintaining a uniform system of evaluating the preparedness of each Combatant Command to carry out missions assigned.

(d) Advice on Requirements, Programs, and Budget. Advising the Secretary of Defense on the priorities of the requirements identified by the commanders of the Combatant Commands, and the extent to which the program recommendations and budget proposals of the Services, Combatant Commands, and other DOD components conform to the priorities established in strategic plans and with the Combatant Command priorities. Submitting to the Secretary of Defense alternative program recommendations and budget proposals in order to achieve greater conformance with these priorities, and budget proposals for activities of each Combatant Command. Advising the Secretary of Defense on the extent to which the major programs and policies of the armed forces in the area of manpower conform to strategic plans. Assessing military requirements for defense acquisition programs.

(e) Doctrine, Training, and Education. Developing doctrine for the joint employment of the armed forces. Formulating policies for the joint training of the armed forces. Formulating policies for coordinating the military education and training of members of the armed forces.

(f) Other Matters. Providing for representation of the United States on the Military Staff Committee of the United Nations in accordance with the Charter of the United Nations. Performing other duties as may be prescribed by law or by the President or the Secretary of Defense.

(2) Risks Under National Military Strategy (NMS). In odd-numbered years, submitting to the Secretary of Defense an assessment of the nature and magnitude of the strategic and military risks associated with executing the missions called for under the current NMS.

(3) Annual Report on Combatant Command Requirements. At or about the time that the budget is submitted to Congress, submitting to the congressional defense committees a report on the requirements of the Combatant Commands. Each report shall contain: a consolidation of the integrated priority lists (IPLs) from the Combatant Commands; the CJCS views on the consolidated lists; a description of the extent to which the most recent future-years defense program addresses the requirements on the consolidated lists; and a description of the funding proposed in the President's budget to address each deficiency.

(4) Biennial Review of NMS. Each even-numbered year, submitting to the Committee on Armed Services of the Senate and the Committee on Armed Services of the House of Representatives a report containing the results of a comprehensive examination of the NMS, in accordance with reference e.

b. JROC Role. Reference a establishes the JROC as an advisory council to the Chairman to facilitate many of the responsibilities described above. In addition to other matters assigned to it by the President or Secretary of Defense, JROC duties include:

(1) Assisting the Chairman in identifying, assessing, and validating joint military requirements, including existing systems and equipment, to meet the NMS; identifying the core mission area, as described in reference f, associated with each requirement; and ensuring the consideration of trade-offs among cost, schedule, and performance objectives for joint military requirements.

(2) Assisting the Chairman in establishing and assigning priority levels for joint military requirements.

(3) Assisting the Chairman in reviewing the estimated level of resources required in the fulfillment of each joint military requirement and in ensuring resource levels are consistent with the level of priority for each requirement.

(4) Assisting acquisition officials in identifying alternatives for Major Defense Acquisition Programs.

(5) Assisting the Chairman in establishing an objective for the overall period of time within which an initial operational capability should be delivered to meet each joint military requirement.

c. JROC Processes

(1) Reference b implements the JCIDS process as the primary process used by the JROC and its subordinate boards to fulfill advisory responsibilities to the Chairman in identifying, assessing, validating, and prioritizing joint military capability requirements. Services, Combatant Commands, and other DOD components with delegated validation authority will use variations of the JCIDS process within their organizations to validate Service, Combatant Command, or component-specific capability requirements, unless otherwise required to obtain Joint validation.

(2) Reference c provides specific procedures for the operation of JCIDS, the development and staffing of JCIDS documents, and the mandated Requirements Management Certification Training program for personnel participating in the JCIDS process. It also outlines process variations for expedited staffing of Joint or DOD component Urgent Operational Needs and Joint Emergent Operational Needs.

(3) Reference g, JROC Administrative Procedures and References, is the procedural reference and briefing format guide for all topics presented to the JROC or Joint Capability Board (JCB).

(4) The Knowledge Management / Decision Support (KM/DS) system is the authoritative system for processing, coordinating, tasking, and archiving JCIDS documents and related JCIDS action items. Reference h provides the SIPRNET addresses for the KM/DS system used for the staffing of JCIDS documents. Reference i provides the SIPRNET addresses for the associated wiki site.

(5) The Capabilities Development Tracking and Management (CDTM) tool is provided as a means for sponsors to generate and submit documents into the KM/DS system for staffing and validation. Reference j provides the NIPRNET and SIPRNET addresses for the CDTM tool. Reference k provides the NIPRNET and SIPRNET addresses for the associated wiki sites.

2. JROC Organization

a. The primary functions of the JROC are conducted by four levels of boards:

(1) Joint Requirements Oversight Council

(a) The JROC is the highest level board and is the process owner for the JCIDS process. Unless otherwise delegated, the JROC provides final validation of capability requirements, review/approval of Joint prioritization, and final adjudication of any other issues.

(b) JROC Chairman. The Vice Chairman of the Joint Chiefs of Staff serves as the JROC Chairman.

(c) JROC Secretary/Secretariat. The Director, Joint Staff J-8 Directorate for Force Structure, Resources, and Assessment (DJ-8) serves as the JROC Secretary. The Joint Staff J-8, Joint Capabilities Division (J-8/JCD), JROC Secretariat branch serves as the JROC Secretariat, and performs JROC administrative duties as directed or delegated by the JROC Secretary.

1. Non-requirement related issues directed for JROC review are submitted via the JROC Secretariat.

2. JCIDS documents and other capability requirement related issues for JROC review are submitted via the Joint Staff Gatekeeper, outlined in para 2.b.(1).

(d) JROC Membership. The JROC is comprised of officers in the grade of General or Admiral from the Services and Combatant Commands.

1. Service representatives participate in all JROC activities. Service representatives are recommended by the Secretary of their military department and approved by the Chairman after consultation with the Secretary of Defense.

2. Unless otherwise directed to participate by the JROC Chairman, Combatant Command representatives are highly encouraged to participate as voting members of the JROC when matters related to the area of responsibility or functions of that command will be under consideration by the JROC. Combatant Command representatives should normally be the Commander or Deputy Commander.

(2) Joint Capability Board

(a) The JCB is a board below the JROC and provides review and endorsement of documents and adjudication of lower level issues prior to validation by the JROC, and reviews/adjusts Joint prioritization from the FCBs.

1. In accordance with reference c, the JCB has delegated validation authority for documents with a Joint Staffing Designator of JCB Interest.

2. In accordance with reference 1, USSOCOM has delegated validation authority for Special Operation Peculiar JCIDS documents at the level of JCB Interest and below.

(b) JCB Chairman. The DJ-8 serves as the JCB Chairman.

(c) JCB Secretary/Secretariat. The Chief, Joint Capabilities Division, Joint Staff J-8 (J-8/JCD) serves as the JCB Secretary. The J-8/JCD, JROC Secretariat branch serves as the JCB Secretariat, and performs JCB administrative duties as directed or delegated by the JCB Secretary.

(d) JCB Membership. The JCB is comprised of general or flag officers, or government civilian equivalent, from the Services and Combatant Commands.

1. Service representatives participate in all JCB activities. Service representatives are designated by their respective JROC permanent member.

2. Unless otherwise directed to participate by the JCB Chairman, Combatant Command representatives are highly encouraged to participate as voting members of the JCB when matters related to the area of responsibility or functions of that command will be under consideration by the JCB. Combatant Command representatives are designated by the commander of that command.

(3) Functional Capability Boards

(a) The FCBs are boards below the JCB and provide review and assessment of documents and adjudication of lower level issues within their designated portfolios prior to review by the JCB, review/adjust Joint prioritization established by the FCB Working Groups (WGs), and perform other activities at the direction of the JCB or the JROC.

(b) The FCBs are aligned with the joint capability areas (JCAs) defined in reference m, which define portfolios of functionally similar capabilities within which each of the FCBs can focus their efforts.

(c) FCBs receive their authorization from the activating JROC Memoranda (JROCM), and are empowered to task subject matter experts (SMEs) from the Joint Staff, and request information and support from SMEs in the Services, Combatant Commands, and other DOD components. Table 1 lists the approved FCBs and their designated sponsors, in accordance with references n through p.

JCA(s)	FCB Name	Sponsor
1	Force Support	J-8
2	Battlespace Awareness	J-2
3	Force Application	J-8
4	Logistics	J-4
5/6	C4/Cyber	J-8
7	Protection	J-8

Table 1. JROC Approved FCBs

(d) Note that the eighth and ninth JCAs refer to “Building Partnerships” and “Corporate Management,” respectively, and do not have associated FCBs. Issues with equities fitting under these JCAs will be handled either by other organizations and processes in the Joint Staff or through one of the listed FCBs with appropriate participation from other organizations.

(e) FCB Chair. A general or flag officer, or government civilian equivalent, designated by the sponsoring organization serves as the FCB Chair.

(f) FCB Lead. A military officer in the grade of O-6, or government civilian equivalent, designated by the sponsoring organization serves as the FCB Lead.

(g) FCB Secretary/Secretariat. A military officer in the grade of O-5, or government civilian equivalent, designated by the sponsoring organization serves as the FCB Secretary. The FCB Secretariat is organized at the discretion of the FCB Chair, and performs FCB administrative duties as directed or delegated by the FCB Secretary.

(h) FCB Membership. The FCB is comprised of representatives in the grade of O-6, or government civilian equivalent, from the Joint Staff, Services, Combatant Commands, and other DOD components and organizations with equity in the FCB’s portfolio. Each organization will empower its respective representative to speak for it on all matters brought before the FCB.

(4) FCB Working Groups

(a) FCB WGs are the lowest level organizational structure of the JROC, and are generally aligned with the Tier 1 or Tier 2 JCAs of an FCB. The FCB WGs provide initial review and assessment of documents and issues within their designated portfolios prior to review by the FCB, establish Joint prioritization of capability requirements within their portfolios, and perform other activities at the direction of the FCB Chair.

(b) Establishment of the FCB WGs is at the discretion of the FCB Chair to most effectively carry out the responsibilities of the FCB.

(c) FCB WG Lead. A military officer in the grade of O-6, or government civilian equivalent, designated by the sponsoring organization serves as the FCB WG Lead.

(d) FCB WG Membership. The FCB WG is comprised of military, civilian, or contractor service support SMEs from the Joint Staff, Services, Combatant Commands, and other DOD components and organizations with equity in the FCB's portfolio. Each organization will empower its respective representative to speak for it on all matters brought before the FCB WG.

b. Other Related Organizations

(1) Gatekeeper

(a) The The Joint Staff J-8/Deputy Director for Requirements (J-8/DDR) serves as the Gatekeeper for JCIDS documents and other capability requirement related issues, with most day-to-day activities delegated to the Joint Staff J-8/Requirements Management Division (J-8/RMD).

(b) Issues for JROC review which are not related to capability requirements are submitted via the JROC Secretariat.

(2) FCB General Officer/Flag Officer (GO/FO) Integration Group

(a) The purpose of FCB GO/FO Integration Group is to ensure cross-JCA integration of capabilities; identification of potential tradeoffs between capability areas; evaluation of the effectiveness of, and potential improvement to, the FCB core functions; and to provide recommendations to the JCB and JROC. The FCB GO/FO Integration Group meets on a bi-weekly schedule, alternating weeks with the FCB O-6 Integration Group.

(b) The FCB GO/FO Integration Group is chaired by the J-8/DDR

(c) Membership. Members of the FCB GO/FO Integration Group include the FCB Chairs, or designated representative. The J-8/DDR may invite other participants as needed for the issues under review/discussion.

(3) FCB O-6 Integration Group

(a) The purpose of the O-6 FCB Integration Group is to ensure cross-JCA integration of capabilities; identification of potential tradeoffs between capability areas; evaluation of the effectiveness of, and potential improvement to, the FCB core functions; and to provide recommendations to the FCB GO/FO Integration Group. The FCB O-6 Integration Group meets on a bi-weekly schedule, alternating weeks with the FCB GO/FO Integration Group.

(b) The FCB O-6 Integration Group is chaired by the Chief, J-8/JCD.

(c) Membership. Members of the FCB O-6 Integration Group include the FCB Leads, or designated representative. The Chief, J-8/JCD may invite other participants as needed for the issues under review/discussion.

(4) Special Access Program (SAP) Integration Group

(a) The purpose of SAP Integration Group is to ensure cross-JCA review and integration of SAP issues, with sufficient participation of properly cleared individuals from stakeholder organizations. This group takes the place of the typical FCB meeting used for non-SAP issues. The SAP Integration Group meets on an as needed basis depending upon the volume and nature of SAP issues.

(b) The SAP Integration Group is chaired by the J-8/DDR. The Joint Staff J-8, Deputy Director for Resources and Acquisition (J-8/DDRA) will serve as an alternate chair when the J-8/DDR is not available.

(c) Membership. Members of the SAP Integration Group include the FCB Chair, Lead, and/or Action Officer (AO) with responsibility for the SAP issue, and properly cleared participants from stakeholder organizations. The J-8/DDR will identify the appropriate stakeholders to participate on a regular basis, and may invite other properly cleared participants as needed for the issues under review/discussion.

c. Advisory Support to the JROC and Subordinate Boards

(1) In accordance with reference a, the following officials serve as advisors to the JROC on matters within their authority and expertise. In accordance with JROC direction, the advisors may provide their advice to the JROC and subordinate boards through delegates from their respective organizations:

Logistics. (a) Under Secretary of Defense for Acquisition, Technology, and

(b) Under Secretary of Defense (Comptroller).

(c) Under Secretary of Defense for Policy.

(d) Director, Cost Assessment and Program Evaluation.

(e) Director, Operational Test and Evaluation.

(f) Such other civilian officials of the Department of Defense as are designated by the Secretary of Defense. To date, these include:

1. Under Secretary of Defense for Intelligence.

2. Under Secretary of Defense for Personnel & Readiness.

3. Department of Defense Chief Information Officer.

4. Secretary of the Air Force, if delegated the role of Milestone Decision Authority (MDA) for Space Programs by the USD(AT&L).

(2) FCB participating organizations have a standing invitation to attend JROC-related meetings in an advisory role to the JROC Chairman, JCB Chairman, or FCB Chairs on issues that address present or future joint warfighting capabilities. These organizations include:

(a) Other Defense Agencies and Organizations

1. National Geospatial-Intelligence Agency.

2. Defense Information Systems Agency.

3. National Security Agency.

4. National Reconnaissance Office.

5. Missile Defense Agency.

6. Defense Threat Reduction Agency.

7. Defense Intelligence Agency.

8. Defense Security Cooperation Agency.

9. Defense Logistics Agency.
10. Defense Advanced Research Projects Agency.
11. Defense Contract Management Agency.
12. National Guard Bureau.
13. Other Defense agencies and organizations.

(b) Interagency organizations with equity in defense capability requirements

1. National Security Council.
2. Homeland Security Council.
3. Office of the Director of National Intelligence.
4. Office of Management and Budget.
5. Department of State.
6. Department of Homeland Security.
7. Other departments or agencies.

(3) Attendance Limitation. To facilitate practical meeting participation, the JROC Secretariat may limit the number of representatives attending from each organization.

3. JROC Communications

a. Direct communications are necessary to facilitate and expedite JROC information flow, and thus do not follow normal Joint Staff channels, but rather use JCIDS processes outlined in references b and c, and JROC Administrative Procedures and References in reference g.

b. Priority communications between the JROC Chairman or the JROC Secretary and the Service, Combatant Command, and other component or organization principals are direct. Each principal will identify a point of contact who has direct access to that principal to assist and facilitate communication regarding JROC and JCIDS matters. The JROC Secretariat will maintain direct access to the JROC Chairman and JROC Secretary to facilitate timely communication between principals.

4. JROC Information Availability and Releasability

a. The JROC Secretariat is the approval authority for release of all official JROC information and documents. JROC pre-decisional documents and briefings are not available for release without coordination of the JROC Secretariat.

b. The JROC Secretariat will maintain all minutes and memorandums associated with JROC and JCB activities. Pre-decisional minutes and memorandums will be accessible to the Joint Staff, Services, and Combatant Commands. Other DOD components and JROC advisors will be able to access approved materials through the KM/DS system.

c. When the Secretary of Defense approves a JROC recommendation, information and analysis materials supporting the recommendation will be made available in a timely fashion to congressional defense committees, as needed. JROC information may be released to Congress and other non-DOD entities only after complete case-by-case review and coordination with the JROC Secretariat, JROC membership, applicable Joint Staff offices (e.g., Legal Counsel, Public Affairs, and Legislative Assistant), and the originating organization, as appropriate.

(INTENTIONALLY BLANK)

ENCLOSURE B
RESPONSIBILITIES

1. Functional Responsibilities

a. Joint Requirements Oversight Council

(1) Performs the following duties consistent with strategy and guidance in the National Security Strategy, National Defense Strategy, NMS, Quadrennial Defense Review, Guidance for the Employment of the Force, Defense Planning Guidance, and other guidance deemed appropriate by the JROC Chairman:

(a) Conducts JCIDS process activities in accordance with references b and c.

(b) Participates in Joint Concept Development and Experimentation (JCD&E) in accordance with reference q.

(c) Assists the Chairman in preparation of the CPR, CPA, and CRA.

(d) Conducts joint assessments of DOD programs, infrastructure, support functions, manpower, and quality-of-life matters as may be directed by the Secretary of Defense or the Chairman.

(e) Assists the Chairman in drafting the annual strategic guidance to the commanders of the Combatant Commands, Service Chiefs, and the Joint Staff.

(f) Oversees broad mission-area assessments. Reviews and approves plans and recommendations for correcting joint warfighting deficiencies/overages of the Combatant Commands while ensuring interoperability, reducing parallel and duplicate development efforts, and promoting economies of scale.

(g) Conducts risk assessments and establishes joint priorities within key warfighting and support areas.

(h) Reviews Joint Capability Technology Demonstration (JCTD) proposals prioritized by the Combatant Commands and Services to validate the associated mission needs prior to JCTD approval by USD(AT&L).

(2) Meets periodically with Combatant Commands to ensure current and future warfighting deficiencies and capabilities are identified, well-defined, and given emphasis in the establishment of joint capabilities and programmatic priorities.

(3) Performs other duties as assigned to support CJCS advice to the President, NSC, HSC, Secretary of Defense, Congress, or others.

b. JROC Chairman

(1) Provides oversight of the JCIDS process and related organizations, including periodic review and improvement of references b and c to provide better support to JROC needs.

(2) Develops the agenda for and calls the JROC meetings, organizes JROC work, and ensures prompt prosecution of JROC business.

(3) Acts on behalf of the JROC in maintaining liaison with the Services, Combatant Commands, and other DOD components.

c. JROC Secretary/Secretariat

(1) Coordinates the actions of the Joint Staff in their support of the JROC Chairman.

(2) Schedules briefings by Services, Combatant Commands, and other DOD components on issues that may require JROC resolution or recommendations.

(3) Appoints a JROC recorder to document JROC actions and maintains JROC historical records.

(4) Records and distributes JROC decisions and recommendations by publishing an associated JROCM.

(5) Maintains responsibility for all internal and external reports.

(6) Develops and establishes JROC and JCB administrative procedures.

(7) Provides necessary continuity and a Joint Staff point of contact for the JROC.

d. Joint Capability Board

(1) Conducts JCIDS process activities in accordance with references b and c.

(2) Participates in JCD&E in accordance with reference q.

(3) Nominates topics for JROC consideration and advises the JROC Chairman on issues requiring JROC review.

(4) Performs other duties as assigned to support the CJCS and the JROC.

e. JCB Chairman

(1) Supports the JROC Chairman and the JROC in executing JROC responsibilities.

(2) Coordinates oversight of the JCIDS process and coordinates other issues requiring JROC review.

(3) Conducts JROC pre-briefs to ensure format, content, and presentation are appropriate.

(4) Assists the JROC Chairman in maintaining liaison with the Services, Combatant Commands, and other DOD components.

f. JCB Secretary/Secretariat

(1) Schedules briefings by the Services, Combatant Commands, and other DOD components on issues that may require JCB resolution or recommendations.

(2) Records decisions and recommendations of the JCB through JROC memorandums.

(3) Maintains responsibility for all internal and external reports.

g. Functional Capability Board

(1) Conducts JCIDS process activities in accordance with references b and c.

(2) Participates in JCD&E in accordance with reference q.

(3) Nominates topics for JROC or JCB consideration and advises the JROC or JCB on issues requiring JROC or JCB review.

(4) Performs other duties as assigned to support the CJCS, the JROC, and the JCB.

h. FCB Chair

(1) Speaks for the FCB and provides FCB recommendations to the JCB and JROC.

(2) Participates in FCB GO/FO Integration meetings.

(3) Determines additional FCB membership when/if necessary.

(4) Determines FCB WG composition.

(5) Establishes co-chair(s) when/if desired.

(6) Recommends alternatives to resolve proposal shortcomings.

i. FCB Lead

(1) Oversees FCB WG meetings.

(2) Confirms FCB WG context briefings and sponsor issue presentations are reviewed and are in accordance with reference g before presentation to the FCB, JCB and JROC.

(3) Coordinates FCB actions.

(4) Ensures integration of department-wide views.

(5) Participates in O-6 FCB Integration meetings.

j. FCB Secretary/Secretariat

(1) Performs administrative duties as directed by the FCB Chair or Lead.

(2) Attends FCB and FCB WG meetings.

(3) Schedules meetings, takes minutes, tracks action items, and processes action items.

(4) Updates the KM/DS system with FCB schedules, documents, and presentations.

(5) Coordinates with the JROC and JCB Secretariats to ensure JCB and JROC briefings and documents are received no later than 72 hours prior to the preparation sessions and/or actual forum.

k. FCB WG

(1) Conducts JCIDS process activities in accordance with references b and c.

(2) Participates in JCD&E in accordance with reference q.

(3) Provides other support as directed by the FCB Chair.

l. Gatekeeper

(1) Conducts JCIDS process activities in accordance with references b and c.

(2) Manages the KM/DS system, CDTM tool, and associated wiki sites used to support the JCIDS process and associated JROC activities.

(3) Generates metrics related to JCIDS processes and posts to KM/DS for visibility.

(4) Coordinates with the Associate Director of National Intelligence for Systems and Resource Analysis (ADNI/SRA) to facilitate a common Gatekeeper function for Military Intelligence Program and National Intelligence Program funded intelligence community (IC) capabilities entering either the Intelligence Community Capability Requirements or JCIDS processes, as outlined in reference r.

m. Document Sponsor

(1) Participates in JCIDS process activities in accordance with references b and c.

(2) If operating with delegated validation authority for capability requirements, submits all validated urgent and deliberate capability requirement documents to the KM/DS system for information purposes and for visibility in the JCA portfolios.

2. Organizational Responsibilities

a. Joint Staff

(1) Participates in JCIDS process activities in accordance with references b and c.

(2) FCB sponsoring organizations identified in Table 1, acting through their respective FCB Chairs, will fully support their assigned FCBs with the necessary resources — people, tools, and funding — to allow the FCBs to successfully function and complete their mission in accordance with references b and c.

(3) Coordinates the annual IPL and Capability Gap Assessment (CGA) activities.

b. Services

(1) Participate in JCIDS process activities in accordance with references b and c.

(2) Develop Service-specific operational concepts and experimentation within core competencies, support joint concept development with Service experimentation, provide feedback from operations, and support joint experimentation, testing, and evaluation.

(3) Sponsor Capabilities Based Assessments (CBAs) and other studies to determine Service or joint capability requirements and capability gaps traceable to assigned functions, roles, and missions, and — to the greatest extent possible — described in terms of tasks, standards, and conditions in accordance with references s and t. Draft capability requirement documents for review and validation in the JCIDS process. Provide to the Gatekeeper study initiation notices and study results for any studies intended for or likely to support follow-on capability requirement documents.

(4) Sponsor materiel acquisition programs to develop capability solutions satisfying validated and prioritized capability requirements as directed by an authorized MDA. In cases of joint validation, the requirement sponsor may be different than the solution sponsor directed to develop a capability solution.

(5) Oversee integration of Doctrine, Organization, Training, Materiel, Leadership and education, Personnel, and Facilities; and Policy (DOTMLPF-P) changes to implement non-materiel solutions satisfying validated and prioritized capability requirements as directed by the validation authority.

(6) Participate in the annual IPL and CGA activities.

c. Combatant Commands

(1) Participate in JCIDS process activities in accordance with references b and c.

(2) Sponsor CBAs and other studies to determine joint capability requirements and capability gaps traceable to assigned functions, roles, and missions, and to the greatest extent possible, described in terms of tasks, standards, and conditions in accordance with references s and t. Draft capability requirement documents for review and validation in the JCIDS process. Provide to the Gatekeeper study initiation notices and study results for any studies intended for or likely to support follow-on capability requirement documents.

(3) For Combatant Commands with delegated acquisition authority, sponsor materiel acquisition programs to develop capability solutions satisfying validated and prioritized Service and Joint capability requirements as directed by an authorized MDA. In cases of Joint validation, the requirement sponsor may be different than the solution sponsor directed to develop a capability solution.

(4) Oversee integration of DOTMLPF-P changes to implement non-materiel solutions satisfying validated and prioritized capability requirements as directed by the validation authority.

(5) Participate in the annual IPL and CGA activities.

d. Other DOD Components

(1) Participate in JCIDS process activities in accordance with references b and c.

(2) Develop component-specific operational concepts and experimentation within core competencies, support joint concept development with component experimentation, provide feedback from operations, and support joint experimentation, testing, and evaluation.

(3) Sponsor CBAs and other studies to determine component or joint capability requirements and capability gaps traceable to assigned functions, roles, and missions, and to the greatest extent possible, described in terms of tasks, standards, and conditions in accordance with references s and t. Draft capability requirement documents for review and validation in the JCIDS process. Provide to the Gatekeeper study initiation notices and study results for any studies intended for or likely to support follow-on capability requirement documents.

(4) For components with delegated acquisition authority, sponsor materiel acquisition programs to develop capability solutions satisfying validated and prioritized capability requirements as directed by an authorized MDA. In cases of joint validation, the requirement sponsor may be different than the solution sponsor directed to develop a capability solution.

(5) Oversee integration of DOTMLPF-P changes to implement non-materiel solutions satisfying validated and prioritized capability requirements as directed by the validation authority.

ENCLOSURE C

REFERENCES

- a. Title 10, USC, section 181, “Joint Requirements Oversight Council”
- b. CJCSI 3170.01 series, “Joint Capabilities Integration and Development System”
- c. JCIDS Manual, “Manual for the Operation of the Joint Capabilities Integration and Development System”, on NIPRNET - https://www.intelink.gov/wiki/JCIDS_Manual, on SIPRNET - http://www.intelink.sgov.gov/wiki/JCIDS_Manual
- d. Title 10, USC, section 151, “Joint Chiefs of Staff: compositions; functions”
- e. Title 10, USC, section 153, “Chairman: functions”
- f. DOD, January 2009, “Quadrennial Roles and Missions Review Report”
- g. JROCM 105-08, 27 May 2008, “JROC Administrative Procedures and References”, on SIPRNET - http://www.intelink.sgov.gov/wiki/Joint_Requirements_Oversight_Council_Admin_Guide
- h. KM/DS System. On SIPRNET – <http://jrockmds1.js.smil.mil>
- i. KM/DS Wiki. On SIPRNET – http://www.intelink.sgov.gov/wiki/Portal:JROC_KMDS_Knowledge_Management_and_Decision_Support
- j. CDTM Tool. On NIPRNET – <https://cdtm.js.mil>. On SIPRNET – <https://cdtm.js.smil.mil>
- k. CDTM Wiki. On NIPRNET – [https://www.intelink.gov/wiki/Capabilities_Development_Tracking_and_Management_\(CDTM\)](https://www.intelink.gov/wiki/Capabilities_Development_Tracking_and_Management_(CDTM)). On SIPRNET – [http://www.intelink.sgov.gov/wiki/Capabilities_Development_Tracking_and_Management_\(CDTM\)](http://www.intelink.sgov.gov/wiki/Capabilities_Development_Tracking_and_Management_(CDTM))
- l. JROCM 179-09, 2 November 2009, “Delegation of Authority for Special Operations Capabilities to Special Operations Command”
- m. PDUSD(P) and DJS memorandum, 8 April 2011, “Joint Capability Area (JCA) 2010 Refinement.
- n. JROCM 054-08, 4 March 2008, “Functional Capabilities Boards Rebaseline”

- o. JROCM 039-11, 18 March 2011, “Formation of Command and Control and Net-Centric Functional Capabilities Board”
- p. JROCM 064-11, 29 April 2011, “C4/Cyber Functional Capabilities Board Establishment”
- q. CJCSI 3010.02 series, “Joint Operations Concepts Development Process (JOPSC-DP)”
- r. DJ-8 and ADNI/SRA memorandum, 28 July 2010, “Procedures for a Common Intelligence Community Capability Requirements (ICCR) – Joint Capabilities Integration and Development System (JCIDS) Gatekeeper Function”
- s. CJCSI 3500.02 series, “Universal Joint Task List (UJTL) Policy and Guidance for the Armed Forces of the United States”
- t. CJCSM 3500.04 series, “Universal Joint Task Manual”

GLOSSARY

PART I – ACRONYMS

ADNI/SRA	Associate Director of National Intelligence for Systems and Resource Analysis (ADNI/SRA)
AO	Action Officer
CBA	Capabilities Based Assessment
CDD	Capability Development Document
CDTM	Capabilities Development Tracking and Management
CGA	Capability Gap Assessment
CJCS	Chairman of the Joint Chiefs of Staff
CJCSI	Chairman of the Joint Chiefs of Staff Instruction
CPD	Capability Production Document
D,CAPE	Director, Cost Assessment and Program Evaluation
DAB	Defense Acquisition Board
DARPA	Defense Advanced Research Projects Agency
DAWG	Deputy's Advisory Working Group
DCMA	Defense Contract Management Agency
DCR	DOTMLPF-P Change Request
DHS	Department of Homeland Security
DIA	Defense Intelligence Agency
DISA	Defense Information Systems Agency
DJ-8	Director, Joint Staff J-8 Directorate for Force Structure, Resources, and Assessment
DJS	Director of the Joint Staff
DLA	Defense Logistics Agency
DoD	Department of Defense
DOD CIO	Department of Defense Chief Information Officer
DoS	Department of State
DOT&E	Director, Operational Test & Evaluation
DOTMLPF-P	Doctrine, Organization, Training, Materiel, Leadership and education, Personnel, and Facilities; and Policy
DSCA	Defense Security Cooperation Agency
DTRA	Defense Threat Reduction Agency
FCB	Functional Capabilities Board
FCB WG	FCB Working Group
GO/FO	General Officer/Flag Officer
HSC	Homeland Security Council

IC	Intelligence Community
ICD	Initial Capabilities Document
IPL	Integrated Priority List
J-8/DDR	Joint Staff J-8, Deputy Director for Requirements
J-8/DDRA	Joint Staff J-8, Deputy Director for Resources and Acquisition
J-8/JCD	Joint Staff J-8, Joint Capabilities Division
J-8/RMD	Joint Staff J-8, Requirements Management Division
JCA	Joint Capability Area
JCB	Joint Capabilities Board
JCD&E	Joint Concept Development and Experimentation
JCIDS	Joint Capabilities Integration and Development System
JCTD	Joint Capability Technology Demonstration
JROC	Joint Requirements Oversight Council
JROCM	Joint Requirements Oversight Council Memorandum
KM/DS	Knowledge Management/Decision Support (system)
MDA	Milestone Decision Authority
NGA	National Geospatial-Intelligence Agency
NGB	National Guard Bureau
NIPRNET	Nonsecure Internet Protocol Router Network
NMS	National Military Strategy
NRO	National Reconnaissance Office
NSA	National Security Agency
NSC	National Security Council
ODNI	Office of the Director of National Intelligence
OMB	Office of Management and Budget
QRM	Quadrennial Roles and Missions (review)
SAP	Special Access Program
SIPRNET	SECRET Internet Protocol Router Network
SME	Subject Matter Expert
UJTL	Universal Joint Task List
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology & Logistics
USD(C)	Under Secretary of Defense (Comptroller)
USD(I)	Under Secretary of Defense for Intelligence

USD(P)
USD(P&R)
SecAF

Under Secretary of Defense for Policy
Under Secretary of Defense for Personnel & Readiness
Secretary of the Air Force

VCJCS

Vice Chairman of the Joint Chiefs of Staff

(INTENTIONALLY BLANK)

PART II — DEFINITIONS

Capability – The ability to execute a specified course of action. (A capability may or may not be accompanied by an intention.) (JP 1-02)

Capability Gap (or Gap) – The inability to execute a specified course of action. The gap may be the result of no existing capability, lack of proficiency or sufficiency in an existing capability solution, or the need to replace an existing capability solution to prevent a future gap.

Capability Need (or Need) – see “Capability Requirement”.

Capability Requirement (or Requirement) – A capability required to meet an organization’s roles, functions, and missions in current or future operations. To the greatest extent possible, capability requirements are described in relation to tasks, standards, and conditions in accordance with the Universal Joint Task List (UJTL) or equivalent DOD Component Task List. If a capability requirement is not satisfied by a capability solution, then there is also an associated capability gap which carries a certain amount of risk until eliminated. A requirement is considered to be ‘draft’ or ‘proposed’ until validated by the appropriate authority.

Capability Solution – A materiel solution or non-materiel solution to satisfy one or more capability requirements (or needs) and reduce or eliminate one or more capability gaps.

Core Mission Area – DOD core mission areas identified under the most recent Quadrennial Roles and Missions (QRM) review are: Homeland Defense and Civil Support (HD/CS); Deterrence Operations; Major Combat Operations (MCOs); Irregular Warfare; Military Support to Stabilization Security, Transition, and Reconstruction Operations; Military Contribution to Cooperative Security.

Document Sponsor – The organization submitting a JCIDS document. Solution sponsors for successor documents – Capability Development Documents (CDDs), Capability Production Documents (CPDs), and Joint DOTmLPPF-P Change Recommendations (Joint DCRs) - may be different than the Requirement sponsors for initial documents – Initial Capabilities Documents (ICDs), Urgent Operational Needs (UONs), Joint UONs (JUONs), and Joint Emergent Operational Needs (JEONs). Different sponsors for requirements and solutions occurs most commonly when the initial requirement sponsor does not have delegated acquisition authority and a different organization is designated to develop and field a capability solution.

DOD Components – The Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant

Commands, the Office of the Inspector General of the Department of Defense, the Department of Defense Agencies, field activities, and all other organizational entities in the Department of Defense. (JP 1-02)

Note that the term “DOD Components” also includes the National Guard Bureau (NGB). The term “DOD Components” is used for standardization/streamlining purposes and does not imply exclusion or exception from this grouping even if listed separately in the past.

Gap – See “Capability Gap”.

Joint - Connotes activities, operations, organizations, etc., in which elements of two or more Military Departments participate. (JP 1-02)

Note that this definition of “joint” is applicable to requirement documents and capability solutions which apply to more than one DOD Component. See “joint military requirement” for the definition applicable to JROC responsibilities.

Joint Emergent Operational Need (JEON) – UONs that are identified by a Combatant Command as inherently joint and impacting an anticipated or pending contingency operation.

Joint Military Requirement – a capability necessary to fulfill or prevent a gap in a core mission area of the Department of Defense.

Note that the responsibilities of the JROC over “joint military requirements” include both joint requirements and single DOD Component requirements which makeup the entirety of the capabilities of the joint force and enable the DOD core mission areas.

Joint Urgent Operational Need (JUON) – UONs that are identified by a Combatant Command as inherently joint and impacting an ongoing contingency operation.

Materiel Solution – A new item (including ships, tanks, self-propelled weapons, aircraft, etc., and related spares, repair parts, and support equipment, but excluding real property, installations, and utilities) developed or purchased to satisfy one or more capability requirements (or needs) and reduce or eliminate one or more capability gaps.

Need – See “Capability Requirement”.

Non-materiel Solution – Changes to doctrine, organization, training, (existing) materiel, leadership and education, personnel, and/or facilities, implemented to satisfy one or more capability requirements (or needs) and reduce or eliminate one or more capability gaps, without the need to develop or purchase a new materiel solution.

Rapid Acquisition – a streamlined and tightly integrated iterative approach, acting upon validated urgent or emergent capability requirements, to: conduct analysis and evaluate alternatives and identify preferred solutions; develop and approve acquisition documents; contract using all available statutory and regulatory authorities and waivers and deviations of such, appropriate to the situation; identify and minimize technical development, integration, and manufacturing risks; and rapidly produce and deliver required capabilities.

Requirement – See “Capability Requirement”.

Requirement Sponsor – See “Document Sponsor”.

Solution – See “Capability Solution”.

Solution Sponsor – See “Document Sponsor”.

Sponsor – See “Document Sponsor”.

Urgent Operational Need (UON) – capability requirements identified by a DOD Component as impacting an ongoing or anticipated contingency operation. If left unfulfilled, UONs result in capability gaps potentially resulting in loss of life or critical mission failure. DoD Components, in their own terminology, may use a different name for a UON.

Validation - The review and approval of capability requirement documents by a designated validation authority. The JROC is the ultimate validation authority for capability requirements unless otherwise delegated to a subordinate board or to a designated validation authority in a Service, Combatant Command, or other DOD Component.

(INTENTIONALLY BLANK)