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Joint Basing Program Management Office

Monthly Newsletter

VISIT THE JBPMO ON DKO:
[HTTPS://WWW.US.ARMY.MIL/SUITE/PAGE/560093](https://www.us.army.mil/suite/page/560093)

Policy Update

Medical Business Rules

On December 7, 2009, the Deputy Under Secretary of Defense (Installations & Environment) (DUSD(I&E)) issued a memo distributing the *Medical Joint Basing Business Rules for Implementing and Operating a Joint Base*.

Memorandum of Agreement (MOA) Template Change 4 to formalize administrative changes for the MOA Template. These changes are a result of lessons learned identified during the Phase II joint base MOA workshops. The JBPMO expects to release the final policy in January 2010.

Open Policy Issues

Stationing Decisions at Joint Bases

The Joint Basing Program Management Office (JBPMO) is obtaining formal coordination from the Senior Joint Base Working Group (SJBWG) on a draft memo formalizing new mission stationing / beddown procedures at joint bases beyond the decision authority of the joint base commander (JBC). Final policy for stationing decisions is expected in January 2010.

MOA Change Process

The JBPMO is obtaining SJBWG coordination on procedures for changing signed MOAs. The memo includes business rules for processing and approving MOA changes as well as a template for documenting changes. The JBPMO expects to release the final policy in January 2010.

Business Rules for Changes to the President's Budget (PB)-14 and Updates to the Cost and Performance Visibility Framework (CPVF) Baseline

The Resource Management Sub Working Group (RMSWG) is preparing business rules for making changes to the PB-14. The business rules include procedures for making PB-14 changes at the following times: 1) after MOA signature, but before



Resource Decision Document (RDD) finalization; and 2) after RDD finalization – changes made between Initial Operational Capability (IOC) and Full Operational Capability (FOC) and changes made post-FOC.



Open Policy Issues (Cont'd)

The business rules will also include procedures for changing the CPVF baseline. The business rules will undergo SJBWG coordination prior to Office of the Under Secretary of Defense (Comptroller) signature. The RMSWG expects the business rules to be released in February 2010.

Spotlight: Lessons Learned at Phase I Joint Bases — Military Personnel (MILPERS)

► There have been many questions concerning how personnelists from one Service Component can perform MILPERS services for members assigned to another Service Component. The answer is that, like all staff functions, MILPERS staffs exercise the authority of a commander rather than their own. In all cases, the personnel staffs prepare the action, and then either execute the action with authority delegated to them or forward the action to a commander, who has the authority. Which Service Component gets the action depends on the action in question. While individual internal Service Component procedures vary, there are key concepts that are important for JBCs and their staffs to keep in mind.

- **Key Concept 1:** *Service Components retain Administrative Control (ADCON) over all uniformed military personnel, regardless of which unit commander has tactical control.* Therefore, whether military servicemembers are *tasked* to the joint base organization or one of the mission commanders, servicemembers remain *assigned* to a unit from their parent Service Component. For example, military police Soldiers assigned to Joint Base Supported Component Force Structure (JBSCFS) billets in an Air Provost function on an Air Force-led joint base remain under the command of the Army officer, even while they receive their day-to-day mission tasking from the Air Provost. The April 16, 2008 Command Authorities and Responsibilities Supplemental Guidance outlines

the authority of the JBC.

- **Key Concept 2:** *Commanders exercise authority over military personnel.* Because staff personnel prepare the actual “paperwork” for personnel actions, it is often overlooked that they do so on behalf of a commander and are exercising the commander’s authority. Any personnel action that requires expenditure of Service Component funds must be done under the authority of a commander from the same Service as the servicemember. This is usually simply a matter of having someone from the parent Service Component certify the action. However, this axiom does not require that personnel actions be done by the parent Service of the servicemember requiring the action, only that they be certified by someone with the authority of the parent Service.

Commanders and personnelists should refer to the Military Personnel Supplemental Guidance (24 April 2008) and the Military Personnel Services Supplemental Guidance (15 October 2009) for further guidance.

► Joint base commanders should maintain access to supported Service Component computer systems for key functions, such as MILPERS, in order to maintain access to Service-specific programs, which may not be accessible via the supporting Service Component Information Technology (IT) systems.

Missing Something?

If you are working through an issue that requires resolution from the JBPMO and it is not addressed in this newsletter, please bring it to our attention. ►OSD: jointbasing@osd.mil ►Army: armyjointbasing@conus.army.mil ►Navy: ANND_CNICHQ_Jointbasing@navy.mil ►Air Force: af.jointbasing@pentagon.af.mil ►Marine Corps: jbworkinggroup@usmc.mil

Talking Points

Data Migration (DM) Status Update

Data Migration for Phase II Joint Bases

The DM Team traveled to Joint Base Elmendorf-Richardson and Joint Base Lewis-McChord in early December to complete site visits with the functional teams. In January, the DM Team will travel to Joint Base Pearl Harbor-Hickam, Joint Base Langley-Eustis, and Joint Base Charleston. The site visits are helping better define the enterprise-level systems requiring data migration. The DM Team will distribute after-action reports, meeting minutes, and bi-weekly status reports to functional teams and the joint bases after each site visit.

Real Property Data Migration

On December 2, 2009, the Office of the DUSD(I&E) Business Enterprise Integration (BEI) released Base Realignment and Closure (BRAC) Joint Basing Real Property Inventory Lessons Learned to the technical and functional communities supporting Joint Basing. A majority of the technical details were excluded from the lessons learned document; however, these issues will be worked by technical experts. The primary lessons learned highlighted in the document fall into the following general categories:

- ▶ Need for business rules for additional data elements
- ▶ Technical data transfer
- ▶ Data quality issues

BEI will establish three working groups - functional, technical, and installation level - to work the issues identified in the lessons learned. They will identify problems and send issues to the supported Component/Installation for resolution until the data is appropriate for supporting Component systems.

CPVF Frequently Asked Questions (FAQs)

The CPVF Team has collected a number of FAQs from the joint bases. The FAQs generally fall into the following categories:

- ▶ Password management

- ▶ Not applicable standards
- ▶ Performance assessments
- ▶ Subjective assessments
- ▶ Combined Component tracking
- ▶ Cost and manpower reporting
- ▶ CPVF reporting process
- ▶ CPVF administration

Below are a few examples of the FAQs. The full list of FAQs is available on the CPVF page of the JBPMO website.

Q: Should performance against Common Output Level Standards (COLS) be reported if no resources transferred for that function?

A: The JBC is responsible for meeting COLS in all Joint Basing Implementation Guidance (JBIG)-defined installation support functions (unless a variance was granted), so they must report on COLS even if no resources changed hands. Exceptions can be submitted and will be reviewed on a case-by-case basis, but the Component Headquarters (HQ) in question will need to submit a request for consideration.

Q: Who should provide Subjective Assessments?

A: Senior mission commanders for both the supported and supporting Components have the option to provide subjective assessments to ensure that the issue is accurately articulated from the organization standpoint. The mission commanders do not have to physically input the data into the tool; however, they must verify the accuracy of the comment. It does not have to be "the" senior mission commander; it can be any mission commander.

Q: What is the role of the Intermediate Command Summit (ICS) and Senior Installation Management Group (SIMG) in the CPVF?

A: The ICS and SIMG provide oversight. Read-only access to CPVF data submissions on the JBPMO site will be provided to ICS and SIMG members upon request. If necessary, the ICS and SIMG representatives may make requests that the JBPC make changes to the data. The CPVF administrator uploads the final data



after the review is complete so that the JBPC is aware of all changes. This is consistent with the CPVF Business Rule #6, which states that "data in the CPVF resides at the JB with no automatic visibility up the Joint Management Oversight Structure (JMOS). All data and/or reports can be exported and transmitted when required."

Access to Joint Basing MOAs

Once Phase II joint bases reach IOC, OSD will remove all signed MOAs from the JBPMO website. Joint bases are the official repository for their MOAs and will maintain the official copy and document all changes. Scanned copies of the MOAs can be used as the official copy.

In response to questions regarding the BRAC cover sheet, the JBPMO uploaded an example BRAC cover sheet to the JBPMO site.



Joint Base MOA Status Update

PHASE II JOINT BASE MOA STATUS

Joint Base Anacostia-Bolling

The Joint Base Anacostia-Bolling MOA was signed on December 21, 2009.

From the JBPMO

Implementation Review Conference (IRC) / Program Management Review (PMR)

On December 11, 2009, the DUSD(I&E) issued a memo inviting the principal member plus one additional representative from the SJBWG, ICS, and JBPC (i.e., JBC and Deputy JBC) to the IRC/PMR on January 20-21, 2010 at Naval Station Norfolk, in Norfolk, VA. To register for the conference, please go to the following website - <https://www.enstg.com/signup/> (conference code - EXE15659).

The deadline to register for the conference is January 8, 2009. Please remember that if you plan to stay at the Navy Gateway Inn (on-base lodging), please indicate this on the registration page by January 5, 2009.

Newsletter Topics for Lessons Learned Spotlight

Each month, the JBPMO newsletter will spotlight lessons learned in both implementation and execution. The following list includes suggested topics for future newsletters. If you have any other suggestions or comments, please contact the JBPMO (jointbasing@osd.mil).

- ▶ January – Family Programs / Morale, Welfare, and Recreation and Civilian Personnel
- ▶ February – Real Property
- ▶ March – Emergency Management
- ▶ April – Facility Maintenance and Operations
- ▶ May – Processing / Recovering Military Servicemembers for Deployment
- ▶ June – Equal Employment Opportunity / Equal Opportunity

Call for Articles

If you would like to prepare an article for the JBPMO newsletter, please contact us at jointbasing@osd.mil. Some suggestions for articles include reporting about a success story at your joint base, detailing a functional issue or concern and how your joint base overcame it, or the impact of Joint Basing on your military community.

Joint Basing in the News

The following articles are posted on the Joint Basing website:

- ▶ Eustis-Langley merger to save cash long term, officials say (The Virginian-Pilot, December 28, 2009)
- ▶ Langley officials take first step toward Joint Base Langley-Eustis (U.S. Air Force, December 10, 2009)
- ▶ JBER town hall Q, A (Elmendorf Air Force Base, December 9, 2009)
- ▶ More JBER questions answered during town hall (Elmendorf Air Force Base, December 2, 2009)

JBPMO Website

JBPMO Website Updates

The JBPMO updates the JBPMO website on a daily basis, and emails weekly updates to the website to all members of the group. The JBPMO made the following updates during the month of December:

- ▶ Example BRAC Cover Sheet
- ▶ Example Implementation Plan Tracking Tool
- ▶ Medical Business Rules with DUSD(I&E) cover letter
- ▶ Nov 09 ITSM Workshop After Action Report
- ▶ IT Reciprocity Memo _23Jul09
- ▶ JBPMO November 2009 Newsletter

