



DEPARTMENT OF DEFENSE
6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000

MAY 11 2012

CHIEF INFORMATION OFFICER

MEMORANDUM FOR: SECRETARIES OF THE MILITARY DEPARTMENTS
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UNDER SECRETARIES OF DEFENSE
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DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Optimizing Efficiencies for Employee Information Technology Devices and Software

Reference: DoD Chief Information Officer Memo, "Optimizing Use of Employee Information Technology (IT) Devices and Other Information Technologies to Achieve Efficiencies," dated February 17, 2012

In a February 17, 2012 memo on "Optimizing Use of Employee Information Technology Devices and Software" (Attachment 1), Components were tasked to disseminate internal guidance compliant with Executive Order 13589, "Promoting Efficient Spending," to implement Department-wide IT solutions that consolidate activities such as desktop services, email, and collaboration tools; eliminate waste resulting from underutilized equipment, installed software, or services; and establish controls to ensure responsible stewardship in DoD's current fiscal environment.

As part of this tasking, each Component was required to provide a plan addressing current and future initiatives to meet budget goals identified in Resource Management Decision 700A2. As an update to this tasking please provide Fiscal Year (FY) 2012 Second-Quarter reporting, including initiative implementation status and initial plans, if not previously submitted, no later than June 1, 2012.

Components are also required to report their FY 2010 baseline expenditures and anticipated FY 2013 savings for Employee IT Devices and Software. This information should be formatted using the attached template and is due no later than June 30, 2012.



My DoD CIO point of contact for questions and submissions is Mr. F. Michael Ponti. He can be reached at (703) 695-0239, michael.ponti@osd.mil.


Teresa M. Takai

Attachments:
As stated