

Appendix Q

DIRECTORATE OF INFORMATION MANAGEMENT

Manages with the assistance of subordinate supervisors and District Chiefs of Information Management (CIMs), all Pacific Ocean Division Information Management (IM) resources and information technology. In accordance with (IAW) AR 25-1 this applies to “. . . information technology contained in command and control systems, intelligence systems, business systems, and national security systems developed or purchased by the Department of the Army. . .”

The Director, Information Management (DIM) serves as the USACE Regional Chief Information Officer (CIO) and as the senior position within the MSC that exercises supervision and oversight of the total Division information resources and information technology. As DIM and Regional CIO, implements the policies and procedures mandated by law and executive order listed in Chapter 2, AR 25-1.

1. Information Mission Area (IMA) Functions.

a. Strategy and Planning.

(1) Performs strategic planning and direction of the POD Information Technology (IT) infrastructure and portfolio to achieve corporate management of the information resources.

(2) Establishes IT goals and objectives that address and meet the information requirements of all Division/District elements consistent with those of higher headquarters.

(3) Researches and determines potential new information technologies for exploration and serves as principal IM technical advisor to the Commander and the IM Steering Committee. Recommends to Division/District of new IT technologies, provides technology assessments and transition plans. Develops and implements procedures and plans for prototyping hardware and software in the IT portfolio.

b. Automation Infrastructure. Establishes the POD automation infrastructure. Responsible for hardware configuration and integration management across the Division; establishes standards for Division-wide hardware, software, and related services. Provides technical guidance to Division functional proponents of local/regional information systems, and to local coordinators of Corps-wide systems. Evaluates computer and telecommunications systems hardware and executive software resources.

c. Telecommunications Infrastructure. Establishes the POD telecommunications infrastructure. Plans, implements, and administers the Division's POD Information Technology Security certification and accreditation process. Responsible for approval of Districts' accreditation plans and monitoring of program execution. Plans and manages Division-wide security programs for communications, classified documents, reproduction, and printing.

d. IT Integration.

(1) Provides Division-wide staff direction and operational coordination relative to integrating, developing, and implementing computer and telecommunications systems, in all information technologies, and across all business areas.

(2) Conducts formal information studies and mission information analyses necessary to determine information requirements and to develop the Division information model and IT vision.

(3) Establishes information architecture IAW Aracy Enterprise Architecture and USACE guidance. Recommends architectural and standardization changes to USACE. Uses process analysis and business / functional process improvement techniques for IT improvement.

(4) Performs oversight, general requirement definition, management, continuity of operations, connectivity, provision of services, technical standards implementation, and integration of Division-wide automation, telecommunications resources and infrastructure.

e. Data Management. Serves as Data Manager and coordinates data administration policy matters within the Division and acts as liaison between users and the Data Administrator to assure that requirements are met. Maintains data standards, Data Dictionary/Directory and develops entity-relationship data. Plans strategy for data development and implements DA policy/standards and prepares/updates the Data Administration Plan.

2. Command And Control.

a. Provides supervision and oversight in the coordination, execution and maintenance of the IRM planning process. Formulates Division-wide guidance on IT plans, policies, and procedures. Reviews and approves Districts' IT Portfolio and develops the consolidated POD IT Portfolio.

b. Oversees, coordinates, and integrates the POD Information Architecture.

c. Serves as a member of the USACE Directorate of IM Workgroup. Serves when designated as a member of the Corps of Engineers Enterprise Infrastructure Services (CEEIS) Configuration Control Board

d. Provides decision authority for IT procurement, Delegated Procurement Authority (DPA), and Delegated Validation Authority (DVA). Serves as the authority for acquisition of IT resources within POD.

e. Prepares and reviews upward reporting to higher HQ. Prepares IM material for the Command Management Review, Strategic Management Review, Command Council, Command Inspection, and Senior Leader Conference (SLC) and other executive/HQ performance reviews.

f. Co-establishes and implements policies for Division Information Assurance (IA) Program with the Division Security Manager.

3. Regional Interface.

a. Coordinates IM issues which cross District, national and international boundaries and/or involve regional interests, higher headquarters, state agencies and regional and higher headquarters of Federal agencies, as well as the interests of foreign nations.

b. Provides regional IT liaison throughout the Pacific area of operations which extends from Alaska through Hawaii to Southwest Asia. POD military and civilian customers and partners include PACOM, USARPAC, PACFLT, PACAF, SOCOM, USFK/EUSA, USFJ/USAJ, ALCOM/USAA, DISA, other Federal agencies, the States of Hawaii and Alaska, Territories of Guam and American Samoa, the Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, Republics of the Marshall Islands and Palau, other U.S. Territories and Freely Associated States in the Pacific, as well as the nations of Japan and Korea.

c. Participates in Corps-wide IM planning activities, to include providing recommendations for policy guidance and system support, as directed by higher headquarters.

4. Program Management.

a. Manages, coordinates, and reviews Division-wide IT programs.

b. Develops and submits the Division Information Technology Portfolio to USACE and executes the assigned portion of the approved Corps ITIPS. Provides IT guidance and support, as necessary, to all Division/District activities. Develops planning input to Division IMP in support of USACE and USAISC planning responsibility for assigned systems.

c. Ensures that the life cycle of information systems, to include collection, identification, processing, storage, and disposal, is effectively managed and integrated throughout the Division. Provides decision authority for Life Cycle Management of Information Systems (LCMIS) program.

d. Serves as the central point for implementation of IRM public laws, policies, procedures, standards, and guidelines at all organizational levels within the Division. Advises Division and District commanders on all IRM program matters.

5. Quality Assurance.

a. Provides oversight to ensure that timely, reliable, and cost effective IM products and services are delivered.

b. Establishes management controls for ensuring the efficient use of personnel, equipment, time, and funds for the IM Directorate.

c. Monitors and performs inspections of Division compliance with HQDA, USAISC and USACE IM Fraud, Waste and Abuse and Internal Control Regulations.

d. Coordinates operational budget and monitors quality control of IM support and services.

e. Monitors IA security IAW HQDA and USACE requirements.