



DEPARTMENT OF THE NAVY

ASSISTANT SECRETARY OF THE NAVY (RESEARCH, DEVELOPMENT & ACQUISITION)
ASSISTANT SECRETARY OF THE NAVY (FINANCIAL MANAGEMENT & COMPTROLLER)
DEPUTY UNDER SECRETARY OF THE NAVY/DEPUTY CHIEF MANAGEMENT OFFICER
DEPARTMENT OF THE NAVY CHIEF INFORMATION OFFICER
WASHINGTON DC 20350-1000

SEP 17 2012

JOINT LETTER

From: Assistant Secretary of the Navy (Research Development and Acquisition)
Assistant Secretary of the Navy (Financial Management and Comptroller)
Deputy Under Secretary of the Navy Deputy Chief Management Officer
Department of the Navy Chief Information Officer

Subj: ASSESSMENT OF INFORMATION TECHNOLOGY SYSTEMS THAT ENABLE AND SUSTAIN AUDIT READINESS

Ref: (a) UNSECNAV memo of 10 Jan 12, Subj: Achieving Audit Readiness
(b) UNSECNAV memo of 3 Dec 10, Subj: DON IT/Cyberspace Efficiency Initiatives and Realignment
(c) DON CIO memo of 20 Dec 10, Subj: DON IT/Cyberspace Efficiency Initiatives and Realignment Tasking
(d) DON CIO memo of 15 Dec 11, Subj: DON IT Policy Guidance for Fiscal Year 2012

Encl: (1) List of the Defense Business Systems

1. The Department of Defense (DoD) is the only major federal agency that has not received a qualified financial audit opinion. The FY2011 National Defense Authorization Act requires the DoD to be audit ready by 2017. The Secretary of Defense (SECDEF) has challenged DOD to attain financial auditability by achieving audit readiness of the Statement of Budgetary Resources (SBR) by 2014. To comply with the law, the Department of the Navy (DON), in conjunction with the DoD is in the process of improving financial information and moving towards auditable financial statements. By reference (a), the Under Secretary of the Navy (UNSECNAV) has been fully engaged in this effort and has emphasized that achieving this ambitious audit readiness goal will require us to work together closely. Your personal attention and active participation are required to ensure the success of our audit readiness efforts.

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2. The outputs of audit readiness activities will enable the DON to make more informed resource allocation decisions, execute efficient business processes to support our warfighting, and improve effectiveness of Command business and financial operations. Audit readiness is also an important way to give Congress and taxpayer's confidence in our fiscal stewardship - especially at a time when costs are exponentially rising and budgets are decreasing. Per references (b), (c), and (d) the Department has several initiatives in place that complement and further audit readiness, specifically the reduction of applications and systems that do not meet the DON business, information technology (IT), and financial process standards.

3. Our Defense business IT systems (includes financial and non-financial feeder systems) are a part of the critical infrastructure that will support our ability to achieve and sustain an auditable business and financial environment. Based on information maintained in the DON variant of the DoD IT Portfolio Repository (DITPR-DON), over 190 systems (enclosure (1)) support the Department's complete set of financial statements. A comprehensive assessment of the business processes and data within these systems is key to our success in achieving audit readiness objectives.

4. Previously, DoD Financial Improvement and Audit Readiness (FIAR) guidance only required the review of Defense Information Assurance Certification and Accreditation Process (DIACAP) scorecards. Based on feedback from previous assertion attempts, the DIACAP procedures have proven to be insufficient to satisfy audit readiness requirements. Current guidance from the FIAR Directorate identifies the Federal Information System Controls Audit Manual (FISCAM) control activities and techniques for a financial statement audit as the authoritative measure to support audit readiness assertions.

5. As a result of the need to have strong internal controls, the DON is performing pre-audit assessments of our important Defense business systems across all business segments. Your personal attention is required to ensure the success of these assessments as it relates to the IT controls that are owned and operated by the system program managers.

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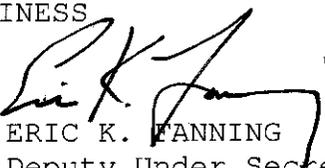
6. We request that you provide both a Command Information Officer and Financial Management Point of Contact (POC) for the Defense Business System(s) identified in enclosure (1) for your organization. The Command Information Officer will be the lead for the business system and business feeder system and the Financial Management POC will be the lead for the financial data and financial business process. Your Command Information Officer, in conjunction with the Financial POC, will coordinate with other key IT, program, and subject matter expert personnel within your organization to support this audit readiness effort for the next 120 days. Your Command Information Officer and Financial Management POC will provide in writing a complete list of the systems owned and operated for your organization to Ms. Anna Tarrant, DON CIO (anna.tarrant@navy.mil) and Ms. Patricia Dickerson, OASN(FM&C/FMO) (patricia.dickerson1@navy.mil), within 10 business days from the date of this memo. Once these POCs are identified and communicated to Ms. Tarrant and Ms. Dickerson, the following activities will be scheduled and your participation is requested for:

- Attending working group sessions that will provide context to the importance of IT controls testing for financial statement audits, understanding the FISCAM methodology and how the DON is approaching its execution in support of audit readiness;
- Conducting self assessments based on the FISCAM methodology and DON FMO guidance;
- Working with the DON FMO to develop and implement corrective action plans as necessary; and
- Ensuring this group's outcomes and recommendations are in alignment and coordinated with current ongoing efficiency-related initiatives within the ASN (RD & A), DCMO, and DON CIO communities.

7. With your full support, we can identify our control deficiencies early and work to correct them before the formal audits begin. This will increase the level of reliance that internal auditors have on our systems and therefore decrease the amount of detail work that must be done to issue an audit opinion. Your leadership and support is essential to the DON's ability to achieve auditable financial statements.

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TERRY A. HALVORSEN
Department of the Navy
Chief Information Officer


ERIC K. FANNING
Deputy Under Secretary of the
Navy/Deputy Chief Management Officer


GLADYS J. COMMONS
Assistant Secretary of
the Navy (Financial
Management and Comptroller)


SEAN J. STACKLEY
Assistant Secretary of the Navy
(Research Development and
Acquisition)

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#	Acronym	System Name	Component
1	ABCT	ACTIVITY BASED COST TRACKER	NAVY
2	ABM	AUTOMATED BUDGET MODULE	NAVY
3	ABS-FAC	AUTOMATED BUDGET SYSTEM	NAVY
4	ACES	AVIATION COST EVALUATION SYSTEM	NAVY
5	AIM	Asset and Information Management	NAVY
6	AIMS	ACCOUNTING AND INFORMATION MANAGEMENT SYSTEM	NAVY
7	AIRRS	Aircraft Inventory and Readiness Reporting System	NAVY
8	APFPS	Automated Payroll Form Program System	NAVY
9	ASI	ACCOUNTING SYSTEM INTERFACE	NAVY
10	ASKIT	AVIATION STORE KEEPER INFORMATION TRACKING SYSTEM	NAVY
11	AUTODOC	AUTOMATED FUNDING DOCUMENT SYSTEM	NAVY
12	AWIS	All Weapons Information System	NAVY
13	BIMS	BUSINESS INFORMATION MANAGEMENT SYSTEM	NAVY
14	BIS	BUSINESS INFORMATION SYSTEM	NAVY
15	BPS	BUDGET PLANNING SYSTEM	NAVY
16	BRACKMS	BASE REALIGNMENT AND CLOSURE KNOWLEDGE MANAGEMENT SYSTEM	NAVY
17	BSPO MS	BUSINESS AND STRATEGIC PLANNING OFFICE MANAGEMENT SYSTEM	NAVY
18	BTOASD	BASE TELEPHONE OFFICE ACCOUNT SUMMARY DATABASE	NAVY
19	CABRILLO-BW	SAP ERP SYSTEM (CABRILLO) BUSINESS WAREHOUSE	NAVY
20	CARIS	CORPORATE AUTOMATED RESOURCE INFORMATION SYSTEM	NAVY
21	CATS	CAPITAL ASSET TRACKING SYSTEM	NAVY
22	CBSS/BIMS	Craft and Boat Support System / Boat Inventory Management System	NAVY
23	CDASS	COST DISTRIBUTION ACCOUNTING SUBSYSTEM	NAVY
24	CDB	CORPORATE DATA BASE DAHLGREN	NAVY
25	CDMS	COMPTROLLER DOCUMENT MANAGEMENT SYSTEM	NAVY
26	CFMS	CNIC COMMAND FINANCIAL MANAGEMENT SYSTEM	NAVY
27	CHSDIFMSWEB	CHARLESTON DEFENSE INDUSTRIAL FINANCIAL MANAGEMENT WEB	NAVY
28	CIRCUITS	CENTRALIZED AND INTEGRATED REPORTING FOR THE COMPREHENSIVE UTILITY INFORMATION TRACKING SYSTEM	NAVY
29	CIRCUITS	Centralized and Integrated Reporting for the Comprehensive Utility Information Tracking System	NAVY
30	CIVPAY - ROTA	NAVAL STATION ROTA SPANISH CIVILIAN PAYROLL SYSTEM	NAVY
31	COBRA	COMPUTER OPTIMIZED BATCH RECONCILIATION APPLICATION ON THE WEB	NAVY
32	COST IMS	COST INFORMATION MANAGEMENT SYSTEM	NAVY

33	DECKPLATE	Decision knowledge programming for logistics analysis and technical evaluation	NAVY
34	DODVES	DEPT OF DEFENSE VOLUNTARY EDUCATION SYSTEM	NAVY
35	DONIBIS	Department of Navy Industrial Budget System	NAVY
36	DRRS-N	DEFENSE READINESS REPORTING SYSTEM - NAVY	NAVY
37	DRS	Document Retrieval System	NAVY - ONR
38	DRS (retired-2006)	Document Retrieval System	NAVY - ONR
39	EBIS	EXECUTIVE BUSINESS INFORMATION SYSTEM	NAVY
40	EDM/FDM	NAVFAC EFFORT DISTRIBUTION MATRIX/FUND DISTRIBUTION MATRIX	NAVY
41	EPRWEB	ENVIRONMENTAL PROGRAM REQUIREMENTS	NAVY
42	EXMIS	Expeditionary Equipment	NAVY
43	FACTS	FINANCIAL AND AIR CLEARANCE TRANSPORTATION SYSTEM	NAVY
44	FASTDATA	FUND ADMINISTRATION AND STANDARDIZED DOCUMENT AUTOMATION	NAVY
45	FIRST	FINANCIAL REPORTING SYSTEM	NAVY
46	FIS	FACILITIES INFORMATION SYSTEM 2.0	NAVY
47	FMIS	FINANCIAL MANAGEMENT INFORMATION SYSTEM CPF	NAVY
48	FMOIS	FMO INFORMATION SYSTEMS	NAVY
49	FMSNG-NSMA	Financial Management System - NSMA	NAVY
50	FMSW - CPF	FINANCIAL MANAGEMENT SYSTEM - CPF - WEB	NAVY
51	FNPS	Foreign National Payroll Systems	NAVY
52	FPPS	FUTURE PERSONNEL AND PAY SOLUTION	NAVY
53	FSM	Food Service Management	NAVY - NAVSUP
54	GFM COST	GOVERNMENT FURNISHED MATERIAL COST TRACKING SYSTEM	NAVY
55	HRCF	HUMAN RESOURCES CIVILIAN PORTFOLIO	NAVY
56	IBAS	INDUSTRIAL BUDGET ANALYSIS SYSTEM	NAVY
57	IBETS	INTERNET-BASED ENTERPRISE TOOLS SYSTEM	NAVY
58	IHD LOCALS	LOCAL FINANCIAL DATABASE	NAVY
59	ILNPS	ITALIAN LOCAL NATIONAL PAYROLL SYSTEM - NAPLES	NAVY
60	ILSMIS	INDUSTRIAL LOGISTICS SUPPORT MANAGEMENT INFORMATION SYSTEM	NAVY
61	IMAPMIS	Inactive Manpower and Personnel Management Information System	NAVY
62	IMPS	INTEGRATED MANAGEMENT PROCESSING SYSTEM	NAVY
63	INFADS	INTERNET NAVY FACILITY ASSETS DATA STORE	NAVY
64	IPS	INCENTIVE PAY SYSTEM	NAVY
65	IRAPS	INTRANET RESOURCE ALLOCATION PLANNING SYSTEM	NAVY
66	IRMS	INTEGRATED RESOURCE MANAGEMENT SYSTEM	NAVY
67	ISIS.NET	INTEGRATED SUPPLY INFORMATION SYSTEM	NAVY
68	ITIMP	Integrated Technical Item Management & Procurement	NAVY
69	ITIMP	Integrated Technical Item Management & Procurement	NAVY

70	LAWNET-U	NAVY LAW ENFORCEMENT NETWORK UNCLASSIFIED	NAVY
71	LMSIS	LABOR MANAGEMENT SUPPORT INFORMATION SYSTEM	NAVY
72	LMS-NSMA	NSMA Logistics	NAVY
73	MAJIC	MPN APPROPRIATION JUSTIFICATION BOOK INPUT AND COMPILATION	NAVY
74	MAXIMO	MAXIMO ENTERPRISE	NAVY
75	MDEP	MICROCOMPUTER DATA ENTRY PROGRAM	NAVY
76	MFCS	MATERIAL FINANCIAL CONTROL SYSTEM	NAVY
77	MFOM	MAINTENANCE FIGURE OF MERIT	NAVY
78	MicroSNAP	MICRO-SHIPBOARD NON-TACTICAL AUTOMATED DATA PROCESSING SYSTEM	NAVY - SPAWAR
79	MILCON	MILCON APPLICATION	NAVY
80	MPCC-POS	MILITARY PAPER CHECK CONVERSION	NAVY
81	MPCS	MANUFACTURING PLANNING & CONTROL SYSTEM	NAVY
82	MPNFMS - BOATS	MPN FINANCIAL MANAGEMENT SYSTEM - BUDGET OBLIGATION AND ANALYSIS TRACKING SYSTEM	NAVY
83	MPNFMS – BOATS	MPN Financial Management System - Budget Obligation Analysis & Tracking	NAVY
84	MSC-BPS	MILITARY SEALIFT COMMAND BUDGET PREPARATION SYSTEM	NAVY
85	MSC-FMS	MILITARY SEALIFT COMMAND FINANCIAL MANAGEMENT SYSTEM	NAVY
86	MSC-UCPS	MILITARY SEALIFT COMMAND UNIFIED CIVILIAN MARINER PAYROLL SYSTEM	NAVY
87	NALCOMIS	NAVAL AVIATION LOGISTICS COMMAND MANAGEMENT INFORMATION SYSTEM	NAVY - SPAWAR
88	NAMCA	NMCI ACCOUNT MANAGEMENT AND COSTING APPLICATION	NAVY
89	NAMS	NMCI ACCOUNT MANAGEMENT SYSTEM	NAVY
90	NAVRIS	NAVAL RESEARCH INFORMATION SYSTEM	NAVY
91	NAVY CASH	NAVY CASHTM	NAVY
92	Navy ERP	NAVY ENTERPRISE RESOURCE PLANNING	NAVY
93	Navy ERP	Navy ERP	NAVY
94	NCCAWEB	NAVAL CENTER FOR COST ANALYSIS WEB SYSTEM	NAVY
95	NCMIS	NAVY COLLEGE MANAGEMENT INFORMATION SYSTEM	NAVY
96	NDMS	NAVAIR DEPOT MAINTENANCE SYSTEM	NAVY
97	NEAS	NAVY ENLISTED ADVANCEMENT SYSTEM	NAVY
98	NEMAIS	NAVY ENTERPRISE MAINTENANCE AUTOMATED INFORMATION SYSTEM	NAVY
99	NES	NAVY ENLISTED SYSTEM	NAVY
100	NES	Navy Enlisted System	NAVY - SPAWAR
101	NET	NAVY ENTERPRISE TRANSPORTATION	NAVY
102	NETFOCUS	NAVAL EDUCATION AND TRAINING FUTURE OFFICER AND CITIZENSHIP USER SYSTEM	NAVY
103	NEURS	NAVY ENERGY USAGE REPORTING SYSTEM	NAVY
104	NHS	NAVSEA HEADQUARTERS SYSTEM	NAVY
105	N-IPPS	Navy Integrated Personnel and Pay System	NAVY

106	NMCMPS	NAVY-MARINE CORPS MOBILIZATION PROCESSING SYSTEM	NAVY
107	NODB	NAVAIR OBLIGATION DATABASE	NAVY
108	NOMBERS	NAVAIR OPERATIONS AND MANPOWER BUDGET EXHIBIT REPORTING SYSTEM	NAVY
109	NORM	NORMALIZED DATABASE	NAVY
110	NROWS	NAVY RESERVE ORDER WRITING SYSTEM	NAVY
111	NROWS	Navy Reserve Order Writing System	NAVY
112	NROWS	Navy Reserve Order Writing System	NAVY
113	NSIPS	Navy Standard Integrated Personnel System	NAVY
114	NSLC FMIS	NSLC FINANCIAL MANAGEMENT INFORMATION SYSTEM	NAVY
115	NSWC Indian Head	Naval Surface Warfare Center Indian Head	NAVY - NAVSEA
116	NTCSS	Naval Tactical Command Support System	NAVY - SPAWAR
117	NVR	Navy Vessel Registry	NAVY
118	OASIS	ORGANIC AIRBORNE AND SURFACE INFLUENCE SWEEP	NAVY
119	OASIS/EASIS	Officer Assignment Information System	NAVY
120	OIS	ORDNANCE INFORMATION SYSTEM	NAVY
121	OPINS	OFFICER PERSONNEL INFORMATION SYSTEM	NAVY
122	OPINS	Officer Personnel Information System	NAVY
123	ORCAS	Outfitting Requisition and Accounting System	NAVY - NAVSEA
124	ORCAS	Outfitting Requisition and Accounting System	NAVY - NAVSEA
125	ORCAS	Outfitting Requisition and Accounting System	NAVY - NAVSEA
126	OSCAR	ON-SITE CONTRACTOR AUTOMATED REPORTING	NAVY
127	OSP	ONLINE SHIPPING PROCESS	NAVY
128	PBIS	PROGRAM BUDGET INFORMATION SYSTEM	NAVY
129	PBIS/PBAS	Program Budget Information System / Program Budget Accounting Sub System	NAVY
130	PHD CIS	NSWC PHD CORPORATE INFORMATION SYSTEM	NAVY
131	POEMS	Permanent Change of Station and Expenditure Management System	NAVY
132	PPTAS	PERSONAL PROPERTY TRANSPORTATION AUDIT SYSTEM 3.0	NAVY
133	PRISMS	PROGRAM RESOURCES INTEGRATED SOLUTION MANAGEMENT SYSTEM	NAVY
134	QDB	SHIPYARD QUERY DATABASE	NAVY
135	RAM	RESOURCE ALLOCATION MODEL	NAVY
136	RAPID	REGIONAL AUTOMATED PROCUREMENT/INVOICE DATABASE	NAVY
137	RAPS	REQUISITION AUTOMATED PROCESSING SYSTEM	NAVY
138	REMIS	RESOURCES MANAGEMENT INFORMATION SYSTEM	NAVY
139	RHICS	REGIONAL HAZARDOUS INVENTORY CONTROL SYSTEM	NAVY
140	RHS	RESERVE HEADQUARTERS SUPPORT	NAVY
141	RIMS (FM)	RESERVE INTEGRATED MANAGEMENT SYSTEM (FINANCIAL MANAGEMENT)	NAVY
142	RSUPPLY	RELATIONAL SUPPLY OPTIMIZED	NAVY
143	SALTS	STANDARD AUTOMATED LOGISTICS TOOL SET	NAVY

144	SARMIS	SECRETARIAT AUTOMATED RESOURCE MANAGEMENT INFORMATION SYSTEM	NAVY
145	SEAPORT	SEAPORT	NAVY
146	SERMIS	Support Equipment Resources Management Information System	NAVY
147	SLDCADA	STANDARD LABOR DATA COLLECTION AND DISTRIBUTION APPLICATION	NAVY
148	SLDCADA	Standard Labor Data Collection and Distribution Application	NAVY
149	SOS	SPONSOR ORDER SYSTEM	NAVY
150	SUPDESK	SUPERVISOR'S DESK	NAVY
151	SYMIS - PPPP	SYMIS PRE & POST PAYROLL PROCESSES	NAVY - NAVSEA
152	SYMIS MF COST	SHIPYARD MANAGEMENT INFORMATION SYSTEM, MISSION FUNDED COST	NAVY
153	SYMIS-COST	SHIPYARD MANAGEMENT INFORMATION SYSTEMS - COST APPLICATION	NAVY
154	TAA	Team Assignment Agreement	NAVY
155	TFMMS	TOTAL FORCE MANPOWER MANAGEMENT SYSTEM	NAVY
156	TOTS	TRANSPORTATION OF THINGS SYSTEM	NAVY
157	TRD	TRI-ANNUAL REVIEW DATABASE	NAVY
158	TRFIS	TRIDENT REFIT FACILITY INFORMATION SYSTEM	NAVY
159	TRMS	TEST RESOURCE MANAGEMENT SYSTEM	NAVY
160	TWMS	TOTAL WORKFORCE MANAGEMENT SERVICES	NAVY
161	UADPS - ICP	UNIFORM ADP - INVENTORY CONTROL POINTS	NAVY
162	UADPS-SP	UNIFORM ADP SYSTEM - STOCK POINTS	NAVY
163	VAMOSC	VISIBILITY AND MANAGEMENT OF OPERATIONS AND SUPPORT COSTS	NAVY
164	WARS	WAREHOUSE ANALYTICAL REPORTING SYSTEM	NAVY
165	Win IATS	Integrated Automated Travel System for Windows	NAVY
166	WINATOS	WINDOWS AUTOMATED TRAVEL ORDER SYSTEM	NAVY
167	WinSALTS	WINDOWS STANDARD AUTOMATED LOGISTICS TOOL SET	NAVY
168	WYPC	Work Year Personnel Cost	NAVY
169	CM	CALIBRATION MAPPER	NAVY
170	CMIS	NAF CONSTRUCTION MANAGEMENT SYSTEM	USMC
171	COMPUTRON	NAF FINANCIAL MANAGEMENT SYSTEM	USMC
172	DSSC	DIRECT SUPPORT STOCK CONTROL	USMC
173	GCSS-MC	GLOBAL COMBAT SUPPORT SYSTEM MARINE CORPS	USMC
174	HRMS	NAF HUMAN RESOURCE MANAGEMENT SYSTEM	USMC
175	ICMS	NAF TREASURY SYSTEM	USMC
176	MCDSS	MATERIEL CAPABILITY DECISION SUPPORT SYSTEM	USMC
177	MCORS	MARINE CORPS ORDERS RESOURCE SYSTEM	USMC
178	MCPALMS	MAINTENANCE CENTER PRODUCTIVITY AND LABOR MANAGEMENT	USMC
179	MCTFS	MARINE CORPS TOTAL FORCE SYSTEM	USMC
180	MFS	MEMORANDUM FISCAL SERVICES	USMC
181	MOWASP	MECHANIZATION OF WAREHOUSING AND SHIPMENT PROCESSING	USMC

182	MROWS MCPDT	Marine Reserve Order Writing System and Marine Corps Permanent Duty Travel	USMC
183	MUMMS-SS04	STORES ACCOUNTING SUBSYSTEM	USMC
184	MUMMS-SS05	AUTOMATED PROCUREMENT SYSTEM	USMC
185	PR Builder	Purchase Request Builder	USMC
186	RETRAC	NAF RECREATIONAL MANAGEMENT SYSTEM	USMC
187	RPOSS	RETAIL POINT-OF-SALE SYSTEM	USMC
188	SABRS	Standard Accounting, Budgeting, and Reporting System	USMC
189	SASSY	Supported Activities Supply System	USMC
190	TDMS (MC)	TECHNICAL DATA MANAGEMENT SYSTEM	USMC
191	TMS	TRANSPORTATION MANAGEMENT SYSTEM	USMC

*Systems descriptions in all caps indicate system is included in DIPTR-DON.