



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 5420.114A
N2N6
2 Nov 2016

OPNAV INSTRUCTION 5420.114A

From: Chief of Naval Operations

Subj: NAVY ENTERPRISE INFORMATION GOVERNANCE BOARD CHARTER

1. Purpose. To establish the Navy Enterprise Information Governance Board (NEIGB) as the senior level decision body to review and establish Navywide information management (IM) and information technology (IT) guidance, direction, policy, planning, procedures, and standards. Updates to this instruction include the institution of updated membership which strengthens the governing and oversight of information technology enterprise while institutionalizing and solidifying collaborative efforts with critical stakeholders within the Office of the Chief of Naval Operations staff across the Department of the Navy (DON). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancelation. OPNAVINST 5420.114.

3. Scope and Applicability. The actions of the NEIGB assess, enable, and enforce enterprise decisions which drive efficiencies and advance capabilities to support business and warfighting mission areas. The charter applies to all U.S. Navy commands and activities. Governance is applicable to all programmed and appropriated Navy Enterprise IT, including IT funded within Navy working capital fund, and Military Intelligence Program. Regarding the National Intelligence Program, the NEIGB will only address IT issues with potential impact to Navy warfighting capabilities. IT, referenced in subtitle II of title 40, United States Code (formerly the Clinger-Cohen Act of 1996) and in this context, is defined as any equipment, interconnected system, subsystem, service (including support service), or related resource that is used in the access, retrieval, transport, processing, analysis, and or display of non-weapons systems, business-related or business process-related applications, data, or information. A representative sample of IT equipment includes, but is not limited to: networks, computer workstations, laptops, personal

digital assistants, hand held Internet access devices, cell and or smart phones, air cards, wireless routers, servers, copiers, printers, scanners, bar code readers, video teleconference equipment, and software applications.

4. Responsibilities. The NEIGB must:

a. Be the authoritative decision making body for all U.S. Navy IM and IT policy matters.

b. Advise the DON Information Enterprise Governance Board, on behalf of the Navy, to recommend modifications to and or establishment of information policy and strategy to ensure alignment with applicable DON, Department of Defense (DoD), and Federal guidance, laws and regulations.

c. Assess and provide recommendations to the Resources Requirements Review Board on all new IM, IT, capabilities, and requirements across the Navy.

d. Maximize opportunities to implement, achieve, and increase enterprise efficiencies.

e. Provide effective, timely, and coordinated enterprise requirements management and balancing of funding priorities.

f. Implement technical standards under Federal, DoD, and DON directives and guidance.

g. Review annual IT program objective memorandum (POM) submissions, to include Military Intelligence Program programs of record and expenditures, per POM guidance.

h. Review annual resourcing of non-program of record Navy Enterprise IT, and IT aligned to the mission areas.

i. Develop, implement, and monitor Navy Enterprise IT governance performance metrics to ensure process improvement.

5. Membership. The NEIGB must be comprised of flag officer and general officer and senior executive service (SES) level principal (required attendance) and adjunct (optional attendance) members. When alternate participation is required, principal members will ensure flag officer, general officer, and

SES representation is maintained. Adjunct members will be allowed to fully participate in all meetings. While consensus will be sought in decisions and or recommendations pursued by the board, consensus is not required. Deputy Department of the Navy Chief Information Officer (Navy) (DDCIO(N)) will capture and relay all positions stated by NEIGB members.

a. Principal Members. Principal members include flag officer, general officer, and SES level representatives from the organizations listed in subparagraphs 5a(1) through 5a(11):

- (1) Navy Reserve Force (CNO N095);
- (2) Deputy Chief of Naval Operations, Manpower, Personnel, Training and Education (CNO N1);
- (3) Deputy Chief of Naval Operations, Information Warfare (CNO N2N6)/DDCIO(N) (chair);
- (4) Deputy Chief of Naval Operations, Fleet Readiness and Logistics (CNO N4);
- (5) Deputy Chief of Naval Operations, Integration of Capabilities and Resources (CNO N8) (co-chair);
- (6) Deputy Chief of Naval Operations, Warfare Systems (CNO N9);
- (7) Deputy Chief of Naval Operations, Information Warfare, Director for Warfare Integration (OPNAV N2N6F);
- (8) Director, Programming (OPNAV N80);
- (9) U.S. Fleet Forces Command;
- (10) U.S. Pacific Fleet; and
- (11) U.S. Fleet Cyber Command/U.S. Tenth Fleet - Operational Network Commander (Cyber-Security Advisor).

b. Adjunct Members. Adjunct members include flag officer, general officer, and SES level representatives from the organizations listed in subparagraphs 5b(1) through 5b(16):

- (1) Deputy Under Secretary of the Navy (Management);
- (2) Deputy Assistant Secretary of the Navy for Command, Control, Communications, Computers, Intelligence, and Space (DASN C4I/Space);
- (3) Deputy Assistant Secretary of the Navy for Research Development Test and Evaluation (DASN RDT&E);
- (4) Deputy Assistant Secretary of the Navy for Acquisition and Procurement (DASN AP);
- (5) Director Business and Civilian Resources (FMB-4);
- (6) Director Budget Policy and Procedures (FMB-5);
- (7) DON Chief Information Officer (CIO);
- (8) Deputy Director, Naval Intelligence (OPNAV N2N6I);
- (9) Space and Naval Warfare Systems Command as the technical authority;
- (10) Program Executive Office Enterprise Information Systems (PEO EIS);
- (11) Program Executive Office Command, Control, Communications, Computers and Intelligence (PEO C4I);
- (12) Commander, Navy Installations Command;
- (13) Director, Command, Control, Communications and Computers for U.S. Marine Corps (as DON Deputy CIO (Marine Corps));
- (14) Systems commands;
- (15) U.S. Naval Academy as Navy Education Consortium representative; and

(16) U.S. Coast Guard.

c. NEIGB Chair. The NEIGB chair may add or change adjunct members, or invite one or more individuals to attend specific meetings for the purpose of providing relevant information or expertise to assist in the NEIGB's deliberations.

d. NEIGB Secretary. DDCIO(N) will serve as the secretary for the NEIGB.

e. O-7 Steering Group. This working group must be comprised of a standing group of O-7 and or SES representatives of principal and adjunct member organizations.

f. Coordination and Synchronization Working Group. This working group must be comprised of a standing group of O-6 and GS-15 representatives of principal and adjunct member organizations.

g. Sub-Working Groups. As directed by the NEIGB chair, sub-working groups must be established temporarily or permanently to facilitate and address specific issues or capabilities. Data center consolidation, application rationalization, network consolidation, data strategy, etc. are examples of focus groups which may be established. NEIGB sub-working groups must be comprised of selected representatives and or subject matter experts from principal and adjunct member organizations.

6. Roles

a. NEIGB Chair and Co-Chair

(1) Call and chair NEIGB meetings.

(2) Review fiscal and technical issues, problems, and equities presented during NEIGB meetings to provide direction, guidance, and or recommend specific actions to be accomplished.

(3) Seek consensus on guidance and or recommended actions and provide appropriate direction.

(4) Present and represent positions of the NEIGB to the DON Information Enterprise Governance Board, gate reviews (CNO N8), and milestone decisions (Assistant Secretary of Navy, Research Development and Acquisition), and others as needed.

(5) Provide NEIGB guidance and direction to the Planning, Programming, Budgeting, and Execution (PPBE) process.

(6) Collaborate and coordinate with IT portfolio management and IT asset management stakeholders, and function as the primary lead for the functional area manager.

(7) Review and approve NEIGB meeting minutes.

b. Board Members

(1) Attend all NEIGB meetings or designate an appropriate flag officer, general officer, or SES alternate representative.

(2) Identify and nominate agenda items to the NEIGB O-7 Steering Group for review and vetting.

(3) Represent member's organization, providing feedback on guidance and or recommended actions proposed or being considered by the NEIGB.

(4) Represent the positions and decisions of the NEIGB to their organizations.

(5) Execute actions and tasks as agreed to by the NEIGB.

(6) Ensure their organizations participate on appropriate sub-working groups.

(7) Review NEIGB meeting minutes.

c. O-7 Steering Group

(1) Develop recommendations on Navy Enterprise IM or IT plans, policies, and governance approaches.

(2) Review Navy Enterprise IM or IT issues, programs, initiatives, and systems and recommend enterprise IM or IT topics for NEIGB consideration.

(3) Review proposed and accepted NEIGB topics and decisions, and lessons learned, and propose recommendations to ensure Navy Enterprise value across multiple resource sponsors.

(4) Approve and recommend topics to be considered by the NEIGB.

d. Coordination and Synchronization Working Group

(1) Serve as the lead coordination group for NEIGB and O-7 Steering Group.

(2) Prepare or review required read ahead material for each NEIGB and O-7 Steering Group meeting.

(3) Provide situational awareness of Navy Enterprise IT governance specific items and areas of interest to the leadership of their respective organization.

(4) Provide recommendations to the NEIGB via the O-7 Steering Group on the establishment of sub-working groups as necessary to address items and areas of interest.

(5) Develop impact assessments and advise the member organization leadership on proposed guidance and actions recommended by the NEIGB.

e. Sub-Working Groups

(1) Research, analyze, coordinate, and adjudicate recommendations for the issues within the sub-working groups' tasked area of responsibility.

(2) Brief NEIGB, via the O-7 Steering Group and Coordination and Synchronization Working Group, represented organizations and or board members on sub-working group recommendations.

f. NEIGB Secretary

(1) Assemble, prepare, and distribute read-ahead materials prior to the scheduled meetings on matters under consideration by the NEIGB and O-7 Steering Group.

(2) Publish time and location for upcoming meetings and advise members accordingly.

(3) Post agendas for NEIGB and O-7 Steering Group meetings within 1 week of scheduled NEIGB.

(4) Disseminate decisions and actions reached by the NEIGB within 5 days of meeting.

(5) Track NEIGB and O-7 Steering Group actions and decisions through resolution. Provide venue for NEIGB and O-7 Steering Group to monitor progress on NEIGB actions and decisions.

(6) Collaborate, coordinate, and exchange information with secretariats of other relevant organizational groups under the guidelines established by the NEIGB.

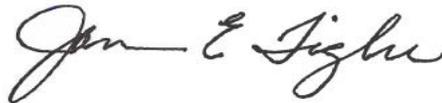
7. Meeting Procedures

a. The NEIGB, O-7 Steering Group, Coordination and Synchronization Working Group, and sub-working groups will meet as needed, but no less than quarterly. It is expected that during the first and fourth quarters of the fiscal year, NEIGB meetings may need to occur bi-weekly in order to align, complement, and support fiscal decisions within the PPBE process, to inform and complement the program budget coordination group. The NEIGB chair, co-chair, or primary members may request meetings, as necessary.

b. NEIGB attendance is limited to the flag officer, general officer, and SES primary member plus one support attendee for each organization identified in paragraph 5.

8. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy (SECNAV) Manual 5210.1 of January 2012.

9. Review and Effective Date. Per OPNAVINST 5215.17A, CNO N2N6 will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.



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Releasability and distribution:

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