OFFICE OF THE UNDER SECRETARY OF DEFENSE
1100 DEFENSE PENTAGON
WASHINGTON, DC 20301-1100

COMPTROLLER

AUG 5 2013

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARIES OF THE MILITARY DEPARTMENTS (FINANCIAL OPERATIONS)
COMPTROLLERS/CHIEF FINANCIAL OFFICERS OF THE DEFENSE AGENCIES
COMPTROLLERS/CHIEF FINANCIAL OFFICERS OF THE DOD FIELD ACTIVITIES

SUBJECT: Implementation of the Invoice Processing Platform for Buy/Sell Reimbursable Transactions

The Department of Defense (DoD) and Department of the Treasury (Treasury) are partnering closely to implement Treasury's automated Invoice Processing Platform (IPP) system to manage the entirety of DoD's inter- and intra-governmental transactions (IGT). IPP will serve as DoD's single core system to broker IGT transactions as well as the single repository for IGT documentation in DoD. This will strengthen management and accountability for nearly $273 billion in IGT business.

To guide this implementation, which will include a series of business process changes, I am establishing a DoD-wide chartered IPP governance board. Through this board the Office of the Under Secretary of Defense (Comptroller), Business Integration Office (BIO), will lead IPP implementation efforts in coordination with the Department of the Navy acting as DoD's executive agent.

All components should name a representative to the IPP governance board within 30 days of the date of this memo. Representatives should rank at the O6 or GS-15 level and be knowledgeable in the IGT end-to-end business process. Component representatives will help develop the governance board charter, to be published within 90 days of the date of this memo. The charter will establish a governance structure for the planning and implementation of IPP throughout DoD. It will also document the Navy's executive agent authorities, to include overseeing and reporting on the planning and execution of component execution plans, as well as co-chairing the governance board with BIO. Starting in Quarter 2, Fiscal Year 2014, BIO will document IPP implementation progress as part of the Strategic Management Plan monthly metrics report.

I ask for your commitment to this key DoD initiative that will support our audit efforts and address a critical area impacting the management of our IGT business. My point of contact in BIO is Ms. Mary Kemp, available at mary.l.kemp12.civ@mail.mil or (703) 697-0503. More information on Treasury's IPP tool can be found at https://www.ipp.gov/about-ipp/index.htm.

Mark E. Easton
Deputy Chief Financial Officer