



ADMINISTRATION AND
MANAGEMENT

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MEMORANDUM FOR UNDER SECRETARIES OF DEFENSE
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SUBJECT: Fiscal Year 2013 Managers' Internal Control Program for the Office of the Secretary of Defense and the DoD Field Activities

As in years past, the Office of the Director of Administration and Management (ODA&M) recently submitted the Fiscal Year (FY) 2012 Managers' Internal Control Program (MICP) consolidated annual Statement of Assurance (SOA) for the Office of the Secretary of Defense (OSD) Principal Staff Assistants (PSAs) and the DoD Field Activities to the Under Secretary of Defense (Comptroller)/Chief Financial Officer (USD(C)/CFO). For FY 2012, the OSD PSAs and DoD Field Activities achieved the objectives of the MICP and made significant progress in resolving both material and systemic weaknesses.

As you begin to plan and execute your FY 2013 MICP, I want to apprise you of a process change to the Program, recently approved by the USD(C)/CFO. Going forward, the DoD Field Activities SOAs will be consolidated with the SOA for the relevant PSA and submitted to the Secretary through the USD(C)/CFO, in the same manner as the Defense Agencies. As a result, PSAs will have a streamlined and more unified approach for their subordinate reporting entities enabling better alignment of MICP reporting timelines. Moreover, it will allow PSAs and DoD Field Activities nearly two additional months each year to evaluate and assess their Components' MICP, thereby enhancing the quality and scope of the submissions. Lastly, this efficiency will strengthen OSD PSA oversight for the DoD Components over which they exercise authority, direction, and control. We have been advised that this change will be reflected in the upcoming revision of DoD Instruction 5010.40, "Managers' Internal Control Program (MICP) Procedures."

Thank you for your hard work and cooperation over the past several years in preparing and submitting the consolidated OSD PSAs/DoD Field Activities SOA. If you have any questions pertinent to the transition to this new process, please contact Mr. Jason Boykin, who is available at Jason.Boykin@osd.mil, or by phone at (703) 697-1542.

Michael L. Rhodes
Director