



DEPUTY SECRETARY OF DEFENSE
1010 DEFENSE PENTAGON
WASHINGTON, DC 20301-1010

MAY 10 2010

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARY OF DEFENSE (ACQUISITION,
TECHNOLOGY AND LOGISTICS)
UNDER SECRETARY OF DEFENSE (POLICY)
UNDER SECRETARY OF DEFENSE (COMPTROLLER)
COMMANDER, U.S. CENTRAL COMMAND
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DEPUTY CHIEF MANAGEMENT OFFICER

SUBJECT: Management of the Commander's Emergency Response Program

Pursuant to the authority provided in section 1202 of the National Defense Authorization Act for Fiscal Year 2006 (Public Law 109-163), as amended, and section 9005 of the Department of Defense Appropriations Act, 2010 (Public Law 111-118), the Secretary of Defense is authorized to use funds made available to the Department of Defense for operation and maintenance to enable military commanders in Iraq and Afghanistan to respond to urgent humanitarian relief and reconstruction requirements within their areas of responsibility by carrying out programs that will immediately assist the Iraqi and Afghan people, respectively.

Given the importance of the Commander's Emergency Response Program (CERP) to the Department's counterinsurgency strategy in Afghanistan and Iraq, the purpose of this memorandum is to update oversight processes and clarify the roles and responsibilities of Components implementing the program.

I hereby establish a CERP Steering Committee (CSC) to provide senior-level oversight of CERP activities. The Under Secretary of Defense for Policy (USD(P)) and the Under Secretary of Defense (Comptroller) (USD(C)), or their designees, shall serve as co-chairs of the CSC. The co-chairs will report to the Deputy Secretary of Defense. The CSC will be comprised of representatives at the General Officer / Flag Officer / Senior Executive Service (GO/FO/SES) level from the Offices of the Under Secretary of Defense for Acquisition, Technology, and Logistics; the Assistant Secretary of Defense (Legislative Affairs); the General Counsel of the Department of Defense; the Secretary of



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the Army; the Chairman of the Joint Chiefs of Staff; the Commander, U. S. Central Command (USCENTCOM); and other OSD offices or DoD Components as determined by the co-chairs.

Representatives of organizations that comprise the CSC will form a CERP Management Cell (CMC) at the working level and will be the points of contact for CERP at their respective offices or Components. The CMC will be led by a Director. The Director, CMC, will be appointed by the USD(P), with the concurrence of the USD(C). The Director, CMC, will report to the CSC co-chairs and will direct the activities of the CMC, including convening meetings, and the vetting, assignment, and tracking of OSD/Joint Staff/Military Department/Combatant Command-level CERP issues and tasks.

The USD(P) is responsible for: a) co-chairing the CSC; b) overseeing policy and strategic equities in the implementation of the CERP; c) ensuring coordination and transparency among all organizations responsible for processes related to the CERP; and d) ensuring the CMC executes its responsibilities and assigned actions.

The USD(C) is responsible for: a) co-chairing the CSC; b) overseeing changes to the Financial Management Regulation (FMR) (Vol 12, Chapter 27); c) reviewing the CERP quarterly report to Congress for compliance with the FMR; d) providing congressional notification for changes to the FMR, as required by section 1202; e) recommending annual CERP funding levels to the Secretary based on recommendations from the Commander, USCENTCOM; and f) ensuring the CMC executes its responsibilities and assigned actions.

I affirm the designation of the Secretary of the Army as DoD Executive Agent for the CERP, pursuant to DoD Directive 5101.1, "DoD Executive Agents," dated September 23, 2002, and consistent with guidance provided in DoD 7000.14-R, "DoD Financial Management Regulations," Volume 12, Chapter 27. Additionally, in coordination with the Commander, USCENTCOM, the Secretary of the Army is responsible for: a) establishing both pre-deployment and in-theater training standards for personnel administering the CERP; b) providing budget requests for the CERP, endorsed by the Commander, USCENTCOM, to the USD (C); and c) providing quarterly reports to Congress as required under sections 1202 and 9005 or subsequent similar legislation for the CERP.

The Secretaries of the Military Departments will ensure that units are properly manned with trained personnel possessing requisite contracting, financial management, and engineering expertise to carry out the CERP.

The Commander, USCENTCOM, serves as the operational commander responsible for setting the warfighting requirements for the program. These responsibilities include directing Commanders, U.S. Forces-Afghanistan (USFOR-A) and U.S. Forces-Iraq (USF-I) to: a) comply with all CERP guidance and regulations; b) appoint a dedicated CERP manager in each theater to manage all aspects of the CERP; c) provide analytical budget request justification; and d) promulgate detailed procedures as necessary for commanders to carry out CERP in a manner consistent with applicable law and regulation, including the FMR. In addition, the Commander, USCENTCOM, will provide an endorsement and narrative explanation of the overall CERP budget request to the Secretary of the Army.

The Deputy Chief Management Officer will be responsible for directing the Director, Business Transformation Agency, in coordination with Commanders, USFOR-A and USF-I, or their designees, to identify CERP data management requirements and implement processes and solutions.

A handwritten signature in black ink, appearing to read "W.C. Edge". The signature is written in a cursive style with a large, prominent "E" and a long, sweeping underline.