

Attachment

MDD Actions and Responsible Organizations

Pre-MDD

Lead Operational MAJCOM (or other sponsor organization)

- Lead effort to develop and obtain approval of Initial Capabilities Document (ICD) or other document that validates the capability gap (supported by AF/A5R) (JROC approval required for ACAT I and IA potential programs)
- Lead effort to identify initial materiel concepts
 - Supported by HAF Staff (e.g., SAF/AQ Capability Directors (CD), or SAF/US CD), HQ AFMC, HQ AFSPC, Program Executive Office (PEO)/Designated Acquisition Official (DAO) and assigned program office and/or Product Center XR (Development Planning (DP) organization), Air Force Research Laboratory (AFRL), Office of Aerospace Studies (OAS), and other organizations as required (request DP support via HQ AFMC/A2/5 for non-space, HQ AFSPC/A5 for space)
 - Identify effort as a potential ACAT I, IA, II or III program (supported by HAF Staff, HQ AFMC, HQ AFSPC, PEO/DAO OAS, and other organizations as required)
 - Coordinate on Concept Characterization and Technical Descriptions (CCTD) prior to the MDD review. The CCTD will be at a level of fidelity commensurate with concept maturity. This operational involvement will complement the parallel efforts of the acquisition community and confirm the suitability of potential concepts from a warfighting perspective
- Draft Analysis of Alternatives (AoA) Study Guidance, provide to Director, Cost Assessment and Program Evaluation (D, CAPE)¹ for potential ACAT I and IA programs
 - Supported by Functional Capability Board representatives, SAF/AQ CD or SAF/US CD, and others as appropriate
- For potential non-IT (Information Technology) ACAT II and III programs, the Lead Operational MAJCOM will develop alternative analysis / supporting analysis guidance to present at the MDD review
- Identify Requirements Manager and notify SAF/AQ CD or SAF/US CD
- Notify SAF/AQ CD or SAF/US CD to schedule DAB / ITAB / AFRB² to address the MDD

SAF/AQ CD or SAF/US CD

- Notify Service Acquisition Executive (SAE) and obtain approval to schedule MDD (SAE approval not required for delegated ACAT II and III potential programs)
- Schedule MDD and any additional pre-decisional meetings (schedule with Director, Acquisition Resources and Analysis (D,ARA) for potential ACAT I and IA programs)
- Develop and propose DAB / ITAB / AFRB² outcome objectives for the MDD (coordinate with OSD for potential ACAT I and IA programs prior to the MDD, include resource strategy

and phase-specific entrance criteria for next program MS, supported by DP and MAJCOM organizations)

PEO/DAO and assigned Program Office and/or Product Center XR(s) in support of Lead Operational MAJCOMs (or other sponsor organizations)

- Lead initial trade space (ICD / CONOPS to concept) and concepts' characterization activities for materiel solutions
- Obtain stakeholder inputs and develop and provide Lead Operational MAJCOM (or other sponsor organizations) initial CCTDs in support of AoA Study Guidance. Provide CCTDs for potential ACAT I and IA programs to SAF/AQR prior to the AFRB that precedes the MDD review (CCTDs developed to the appropriate level of maturity to support the proposed lifecycle phase of entry)
- Determine supporting rationale for where the program should enter in the acquisition lifecycle
 - Supported by MAJCOM, OAS, and other organizations as required
 - Justification for starting later in the acquisition lifecycle must describe how the program has already completed the efforts/requirements for the earlier phases/milestones they plan to bypass. MDAPs need to comply with the latest 10 USC Sections 2366a and 2366b requirements and guidance.
- Analyze and provide recommendation on ACAT level
- In concert with implementing MAJCOM, develop plan to have in place the resources appropriate to execute the effort based on the lifecycle phase entry point

Implementing MAJCOM (HQ AFMC (A2/5 & A4) / HQ AFSPC (A5))

- Program and prioritize resources to review potential concepts and provide operational and acquisition stakeholders input on each concept feasibility and potential ACAT level
- Provide logistics considerations for the AoA Study Guidance or alternative analysis / supporting analysis guidance as appropriate to ACAT category

D,CAPE¹ for ACAT I and IA potential programs

- Review/modify MAJCOM draft AoA Study Guidance to ensure ready to present to MDA for the MDD

MDD review at a DAB / ITAB / AFRB² The MDD precedes entry into any phase of the acquisition management system. At a minimum, conducting an MDD is dependent upon a Joint Requirements Oversight Council (JROC) / Air Force Requirements Oversight Council (AFROC) approved ICD (validated capability gap) and D, CAPE¹ / Lead Operational MAJCOM being prepared to present the AoA Study Guidance or alternative analysis / supporting analysis guidance for MDA approval.

Lead Operational MAJCOM (or other sponsor organization)

- Present ICD (validated capability gap documentation)
 - Preliminary concepts of operation, description of the needed capability, operational risk, basis for determining that non-materiel approaches are insufficient
- Describe potential materiel concepts/solutions identified in CCTDs (supported by Program Office and/or Product Center XR(s)/DP organization)
- Present ACAT II and III alternative analysis / supporting analysis guidance for MDA approval (coordinated prior to MDD with appropriate stakeholders)

SAF/AQ CD or SAF/US CD (Supported by Program Office and/or Product Center XR(s)/DP organization)

- Propose DAB / ITAB / AFRB² recommended objective outcomes for decision
- Recommend and provide rationale for lifecycle phase entry point
- Present plan to have resources in place appropriate to lifecycle phase entry point (after consultation with HQ AFMC and/or HQ AFSPC)
- Propose phase-specific entrance criteria for next program MS
- Address potential materiel solutions feasibilities

D,CAPE¹

- Present ACAT I and IA AoA Study Guidance for MDA approval (coordinated prior to MDD with appropriate stakeholders)

Joint Staff for potential ACAT I and IA (Per DODI 5000.02 Enclosure 2, Para 4.c.(3)) / Lead Operational MAJCOM (or other sponsor organization)

- Present JROC / AFROC recommendation that a materiel solution required

Milestone Decision Authority (MDA)

- Determine if additional information is required
- Approve AoA Study Guidance or alternative analysis / supporting analysis guidance
- Approve recommended acquisition phase of entry and entrance criteria for next program MS
- Designate lead DoD Component or lead acquisition organization
- Make decision to begin Materiel Solution Analysis Phase (or other acquisition phase based on appropriate justification)
- Approve resource strategy for post MDD phase of effort

Post MDD

Lead Operational MAJCOM (or other sponsor organization)

- Draft AoA Study Plan or alternative analysis / supporting analysis plan
 - Supported by HAF Staff, HQ AFMC, HQ AFSPC, PEO/DAO, and assigned program office and/or Product Center XR, OAS, and other organizations as required
- Identify and obtain stakeholder coordination (include OSD for ACAT I and IA potential programs)
- Obtain AoA Study Plan or analysis plan AF validation via AFROC
- Obtain AoA Study Plan or analysis plan MDA coordination (MDA approves ACAT II and III plans)
- Obtain AoA Study Plan D,CAPE¹ approval for potential ACAT I and IA programs and for programs which the JROC is the validation authority for the joint military requirement
- Ensure appropriate funding allocated for execution of effort to meet next milestone
- Conduct AoA or other appropriate analysis for non-IT (Information Technology) ACAT II and III potential programs (supported by HAF Staff, PEO/DAO, and assigned program office and/or Product Center XR, OAS, and other organizations as required) (All Information Systems including National Security Systems require AoAs)

SAF/AQ CD or SAF/US CD

- Draft and staff ADM for MDA approval capturing MDD decisions, and directions.
- Support OSD staffing of ADM (as required)
- Distribute ADM and AoA Study Guidance or alternative analysis / supporting analysis guidance to appropriate Lead Operational MAJCOM (or other lead sponsor organization), implementing MAJCOM, and PEO/DAO
- Ensure potential program added to Acquisition Program Master List (APML) and interface with Director, acquisition Resource Analysis (D,ARA) for inclusion on the USD(AT&L) MDAP List as required
- Support program documentation preparation consistent with phase of entry (e.g., New Start Notification, R-docs)

PEO/DAO and assigned Program Office and/or Product Center XR(s)

- Start up program office/product center efforts appropriate to lifecycle phase of entry
- Provide current versions of CCTDs for concepts proposed for inclusion in the AoA Study Plan or analysis plan to SAF/AQR prior to AFROC [plan](#) validation

Implementing MAJCOM (HQ AFMC / HQ AFSPC)

- Designate and assign lead and supporting Product Centers
- Begin appropriate actions to support potential program start up per ADM
- Identify AFMC/AFSPC primary activities (centers/functionals) for sustainment support and environmental considerations.

MDA

- Document the Materiel Development Decisions from the MDD review in an Acquisition Decision Memorandum (ADM) (e.g., phase of entry with phase-specific entrance criteria for next program MS, AoA Study Guidance approval, lead component or AF organization)
- Provide ADM and AoA Study Guidance / alternative analysis / supporting analysis guidance to lead DoD Component / appropriate CD

SAE

- Assign to PEO/DAO (if not already delegated) with HQ AFMC or HQ AFSPC input
 - PEO/DAO to assign to Program Office and or Product Center XR Organization

Note 1: Formerly provided to Director, Program Analysis & Evaluation (D,PA&E) per DODI 5000.02, Enclosure 2, Para. 4.c.(3). Weapon System Acquisition Reform Act modified to D, CAPE.

Note 2: Or other venue as established by MDA or DOD policy.