



**THE JOINT STAFF  
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MEMORANDUM FOR OFFICE OF THE UNDER SECRETARY OF DEFENSE,  
ACQUISITION, TECHNOLOGY AND LOGISTICS  
OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE,  
NETWORK INTEGRATION, AND INFORMATION/  
DEPARTMENT OF DEFENSE CHIEF INFORMATION  
OFFICER/DIRECTOR, ARCHITECTURE AND  
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WARFARE  
OFFICE OF THE SECRETARY OF THE ARMY/CIO/G-6 ASA  
(ALT)  
CHIEF NAVAL OPERATIONS/N71C22  
HEADQUARTERS US MARINE CORPS/C4I/MARCORSYSCOM  
SECRETARY OF THE AIR FORCE/OFFICE OF WARFIGHTING  
INTEGRATION & CIO/ATTN: AF/XCIF  
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US JOINT FORCES COMMAND, J68, NET CENTRIC  
INTEGRATION, COMMUNICATIONS, AND CAPABILITIES  
DIVISION  
DEFENSE INFORMATION SYSTEMS AGENCY/TE3 JT1/GE333  
NATIONAL SECURITY AGENCY/DT/SAE  
DEFENSE INTELLIGENCE AGENCY/IA-1

Subject: Urgent Operational Need (UON) Procedures for Interim Certificates to Operate (ICTO) IAW DODI 8100.3

1. Defense Information Systems Agency (DISA) maintains an Approved Products List (APL) of certified and accredited Defense Switched Network (DSN) telecom switches (<http://jitc.fhu.disa.mil/tssi/apl.html>). Department of Defense Instruction (DODI) 8100.3, "Department of Defense (DOD) Voice Networks," directs that, "...Heads of DOD components shall use only telecom switches listed on the DSN telecom APL for connection to the Defense Switched Network (DSN). ...An unapproved switch may not be leased or procured unless and until a waiver is approved." If an entity determines it requires an item not on the APL, the following guidance applies.
2. If the telecom switch has not been Joint Interoperability Certified (JIC), the operating activity must obtain an Interim Certificate to Operate (ICTO) for the intervening period. A ICTO shall only be granted if at least one of the following conditions has been met IAW the DODI 8100.3, paragraph 6.4.2, page 23:

a. 6.4.2.1. An Urgent Operational Need (UON), validated by the operational chain of command and the Chairman of the Joint Chiefs of Staff, requiring switch fielding prior to testing.

b. 6.4.2.2. Telecommunications switches that are under test and the DISA Joint Interoperability Test Command (JITC) is unable to assess all required interfaces.

c. 6.4.2.3. A waiver to policy has been granted by the Assistant Secretary Defense/ Network and Information Integration/Department of Defense Chief Information Officer [ASD (NII)/DOD CIO].

3. The requirements found in DODI 8100.3 resulted from the Government Accountability Office (GAO) audit completed in Jun 2002 and Public Law 107-314. Thus, strong supporting documentation from the operational Combatant Command is required if an ICTO is to be granted.

4. UON statements should include the following:

a. A signed memorandum (O-6 or above) from the operational chain of command (not a Program Manager (PM)), that states "Connection of the system to the DSN, Defense Red Switched Network (DRSN), and the Public Switched Telephone Network (PSTN) is an urgent operational requirement for the United States (Army, Navy, Marine Corp, Air Force, or Combatant Command)."

b. A list of capabilities/requirements needed and statement that current items on the APL do not provide the required capabilities. The request will state why items on the APL are not feasible, and explain why the untested or partially tested system will deliver required capabilities.

c. A risk assessment for using the uncertified item on an operational network, and how those vulnerabilities will be mitigated.

d. An operational impact statement if the ICTO is not granted (e.g., impact on mission, GWOT, OIF, OEF, etc.).

e. An updated interoperability testing status from DISA (JITC), including their assessment of whether the system will likely pass or fail. This status may need to be updated prior to sending to ASD (NII).

5. The process for obtaining an UON-based approval:

a. Program Manager (PM) / COCOM e-mail a completed UON statement, validated by the operations chain of command, and initial ICTO package to the requestor's corresponding Interoperability Test Panel (ITP) Representative. Incomplete or missing information on the UON statement and/or initial ICTO package will be returned to the requestor.

b. ITP Representative / ITP review and vote on the initial ICTO package and forward them to JS/J6I and ASD (NII) for processing if they concur. If the ITP Representative non-concurs then the package is sent back to the requestor.

c. JS reviews the UON statement and ICTO request. If approved, the JS sends the request to ASD (NII) for processing. If not approved, the JS returns request to the respective ITP Representative.

d. ASD (NII) reviews the ICTO package and its UON statement. ASD (NII) sends out a signed approval or disapproval memo to the ITP Representative, PM, JS, and JITC.

6. My POC for these procedures is the Testing and Enforcement Branch, J6I, DSN 222-0905, 703-692-0905, [J6I-Testing&EnforcementBranch@js.pentagon.mil](mailto:J6I-Testing&EnforcementBranch@js.pentagon.mil).

A handwritten signature in black ink, appearing to read 'B. P. Hamilton', with a long horizontal line extending to the right.

BRIAN P. HAMILTON  
COL, USA  
Chairman, Interoperability Test Panel

# Waivers to Policy and ICTO Requests IAW DODI 8100.3

