



THE UNDER SECRETARY OF DEFENSE
3010 DEFENSE PENTAGON
WASHINGTON, DC 20301-3010

DEC 15 2020

MEMORANDUM FOR DEFENSE INDUSTRIAL BASE

SUBJECT: Special Access Program Contractor Portfolio Program Establishment

As the world sees a return to great power competition, the Department of Defense (DoD) must strengthen its engagement with the Defense Industrial Base (DIB) in order to respond to the national security challenges facing the United States in a more responsive and cost efficient manner. However, the new phenomenon of rapid technology proliferation has also increased the level of technology protection necessary to maintain the United States' competitive edge. This increased protection, resulting in many activities being secured in special access programs (SAPs), challenges the DoD's ability to share critical information and to collaborate with the DIB to deliver capability to the warfighter.

In response to this challenge, after several years of conducting a pilot program, the DoD is establishing the DoD SAP Corporate Portfolio Program (CPP). This program serves four purposes:

- 1) Provide each participating corporation with broad SAP access for the SAPs the corporation is on contract for to integrate related efforts protected by those SAPs with the goal of increasing technology development and cost efficiency by leveraging corporate technologies and capabilities in support of DoD requirements and architectures.
- 2) Provide the DIB the insight into the DoD's SAP-supported architectures necessary to enable participating corporations to conduct informed Independent Research and Development (IRAD) and propose innovative solutions to capability gaps, better integrate products with existing capabilities, and better align DIB planning with the DoD.
- 3) Provide DIB security professionals the SAP accesses they require to enable each participating corporation to better protect the SAP information they are charged with safeguarding.
- 4) Provide DIB key corporate officers access to the SAP efforts their participating corporations are on contract to enable these corporate officers and the corporations to fulfill their fiduciary responsibilities.

Serving these four purposes, the CPP will better posture the DIB to support the Department and our nation to meet the challenges of this new era.

The Director, DoD SAP Central Office (SAPCO), in coordination with those DoD components with SAPs, and in consultation with the DIB through the appropriate trade organization(s), will implement the CPP based on the attached framework. I will oversee the

CPP and the Director, DoD SAPCO, will regularly update me on the status of the CPP and any challenges the program is facing.

Participation in the CPP is entirely voluntary. Nothing in this memorandum is meant to constitute a change to the terms and conditions of any prior, current or future contract with your company or to obligate government funds.

My point of contact for the CPP is Maj Gen Dan Caine, Director, DoD SAPCO, at (703)697-1282.

A handwritten signature in black ink, appearing to read "Ellen M. Lord". The signature is fluid and cursive, with the first name "Ellen" being the most prominent part.

Ellen M. Lord

Attachments:
As stated

Corporate Portfolio Program (CPP) Framework

- 1) To balance the participation of as many corporations as possible with the need to manage the administrative demands of the CPP, only corporations on contract with the DoD for 15 or more SAPs, not including inheritances, are eligible to participate in the program. Corporations that do not meet this threshold of 15 or more SAPs will continue to utilize the SAP Nomination Process (SAPNP) per DoDM 5205.07 Volume 2 for obtaining SAP accesses for their personnel.
- 2) A corporation is authorized to request inclusion of any acknowledged or unacknowledged SAP for which the corporation is on contract with the DoD as documented by a DoD Form 254, Contract Security Classification Specification. Access to waived programs for key corporate officers to enable the execution of their fiduciary responsibilities will continue to utilize the SAP nomination process per DoDM 5205.07 Volume 2.
- 3) Each participating corporation will have a baseline allocation of portfolio billets to provide the DoD SAP accesses required for key corporate officers, technology leaders, and security professionals. To account for the size differences between participating corporations, equitable extended billets will be considered for corporate technology leaders and security professionals based on the number of DoD SAP-accessed employees, as recorded in the Joint Access Data Environment (JADE).
- 4) To support the CPP and streamline communications with DoD, each participating corporation will designate an appropriately qualified individual within its corporation to act as the single interface for the CPP and all DoD SAP oversight and policy matters between the DoD SAPCO, DoD component SAPCOs, and the corporation. This corporate-level interface will not supersede existing security relationships between government and contract program offices.
- 5) Participating corporations may request the establishment of corporate sub-portfolios that contain a subset of DoD SAPs from their overarching corporate portfolios for a designated billet structure. Each requested billet for these sub-portfolios must have a demonstrated “need to know” and “material contribution” for the purpose of DoD SAP integration for technology development and cost efficiency across multiple programs. The Director, DoD SAPCO, after coordination with the program owners, may approve corporate sub-portfolios. Only the Under Secretary of Defense for Acquisition and Sustainment, under advisement from the Director, DoD SAPCO, may disapprove a corporate sub-portfolio. The approval of corporate subportfolios is a process of uncertain duration and may vary from case to case. Companies requesting approval cannot reasonably expect Government action under any particular timeline as may be necessary or desired by the requesting company to support efforts it might have that could be enabled by sub-portfolios.
- 6) In order to participate in the extended billet plan or corporate sub-portfolio elements of the CPP, corporations must have access to the Joint Access Database Environment (JADE) to perform the required administrative actions to manage access of their personnel to their corporate portfolio and any sub-portfolios that have been approved. The DoD will retain SAP eligibility determination and access approval authority.
- 7) The DoD SAPCO will create an access mechanism that allows for select members of the DIB to understand the DoD’s SAP-informed architectures. This mechanism will allow those accessed to the tool to better understand how their corporations can develop innovative solutions to capability gaps and integrate their products with existing capabilities, including those outside their corporate portfolio.