

ACQUISITION AND
TECHNOLOGY

PRINCIPAL DEPUTY UNDER SECRETARY OF DEFENSE

3015 DEFENSE PENTAGON
WASHINGTON DC 20301-3015

JUN 4 1996

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMEN, JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
DIRECTORS, DEFENSE AGENCIES

SUBJECT: Acquisition of Information in Digital Format

The acquisition of data in digital format offers numerous benefits to the Department, most which translate directly into cost savings. To take full advantage of these benefits, I ask you to ensure your existing contracts are reviewed for data delivery format and, where non-digital formats are specified, that you modify your contracts to require digital format when it is mission-effective and cost-effective to do so.

Many existing contracts pre-date digital requirements and specify data delivery on paper, aperture cards, and microfiche. More often than not, these may be changed to digital format with no loss in customer suitability and security, and with all of the accompanying gain in supportability and cost savings. Naturally, changes to digital format must be compatible with Government information processing systems, but contractor data systems and formats should be used whenever they satisfy program needs.

I realize many agencies have already begun moving in this direction, but to gain speed and consistency I believe we should pursue a more formal effort. Please communicate this to your program managers and contracting officers. Monitor their progress and give them your enthusiastic support---this is a good source of savings and efficiency.

R. Noel Longumare
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ENCLOSURE(1)