



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

5230

Ser M6/10UM6142

11 Aug 10

MEMORANDUM FOR COMMANDER, NAVY MEDICINE EAST
COMMANDER, NAVY MEDICINE WEST
COMMANDER, NAVY MEDICINE NATIONAL CAPITAL AREA
COMMANDER, NAVY MEDICINE SUPPORT COMMAND

Subj: REGISTRATION OF NAVY MEDICINE INFORMATION TECHNOLOGY (IT)
SYSTEMS, APPLICATIONS AND DATABASES

- Ref:
- (a) DoD CIO Memo of Sep 6, 2007, "Department of Defense (DoD) IT Portfolio Repository (DITPR) and DoD SECRET Interned Protocol Router Network (SIPRNET) IT Registry Guidance for 2007-2008"
 - (b) ASD HA Memo of Jul 31, 2008, "Office of the Chief Information Officer Policy Number 08-021, Defense Health Program System Inventory Reporting Tool"
 - (c) DON CIO Memo of Oct 18, 2002, "Designation of Department of the Navy (DON) Application and Database Management System (DADMS) as and Authoritative Data Source"
 - (d) SECNAVINST 5000.36A
 - (e) DSG Memo of 17 Jan 2008, "Navy Medicine Information Management / Information Technology Governance for Capital Investments of Information Technology"

1. This policy memo offers clarifying guidance to the Navy Medicine (NAVMED) enterprise for identifying and registering systems, applications, and databases.
2. Applicability and Scope. This policy memo applies to all IT systems, applications, and databases that are funded with Defense Health Program (DHP) Funds, or appear on the NAVMED Network.
3. Background. To remain compliant with DoD and DON registration standards, references (a) through (d) apply. This policy incorporates senior level policy and provides appropriate instructions on the registration of all IT systems, applications, and databases.
4. Definitions.
 - a. A DoD information system, per reference (a), is defined as a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of information. Information systems can include Government Off-the-Shelf (GOTS) and Commercial Off-the-Shelf (COTS) versions.
 - b. An application, per reference (a), is defined as a software program that performs a specific function directly for a user and can be executed without access to system control, monitoring, or administrative privileges. Applications are normally COTS products.

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c. A database, per reference (d), is defined as a collection of interrelated data, often with controlled redundancy, organized according to a schema to serve one or more applications. The data are stored so that different programs can use them without concern for the data structure or organization. A common approach is used to add new data and to modify and retrieve existing data.

5. Policy. Per reference (e), items submitted into the Bureau of Medicine and Surgery (BUMED) Command Information Officer (BUMED-M6) governance process will be analyzed to determine if that request should be categorized as a system, an application, or a database.

a. If the request is a system, references (a) and (b) apply.

b. If the request is determined to be an application or a database, references (c) and (d) apply. Databases registered in DADMS must also comply with specific and measurable criteria to be considered for designation as an authoritative data source.

6. This policy memo is effective immediately and will remain in effect until superseded or cancelled.

7. BUMED (M6) POC for this matter is Mr. Gary Stevens. Mr Stevens may be reached at (202) 762-3319 or Gary.Stevens@med.navy.mil.


A. M. ROBINSON, JR.