NRO- no objection to release
9 November 2011
2006-04031

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE NATIONAL RECONNAISSANCE OFFICE
CHIEF INFORMATION OFFICER
AND
OFFICE OF THE SECRETARY OF DEFENSE
DIRECTOR OF ADMINISTRATION AND MANAGEMENT
WASHINGTON HEADQUARTERS SERVICES
IDENTITY PROTECTION AND MANAGEMENT PROGRAM
ON
THE NATIONAL RECONNAISSANCE OFFICE USE OF THE WASHINGTON HEADQUARTERS SERVICES LOCAL REGISTRATION AUTHORITY CERTIFICATION PRACTICE STATEMENTS

A. PURPOSE. This Memorandum of Understanding (MOU) documents a working agreement between the National Reconnaissance Office (NRO) Chief Information Officer (CIO) and the Office of the Secretary of Defense (OSD), Director of Administration and Management (DA&M), Washington Headquarters Services (WHS) Identity Protection and Management Program (IPMP) for use of the WHS Department of Defense (DoD) Public Key Infrastructure (PKI) Local Registration Authority (LRA) Certification Practice Statement (CPS), Reference B. 1.

B. REFERENCES.

1. WHS DoD Public Key Infrastructure Local Registration Authority Certification Practice Statement, 29 August 2002

2. X.509 Certificate Policy for the United States Department of Defense Version 9.0, 9 February 2005

C. BACKGROUND.

1. The DoD PKI Program Management Office (PMO) and the DoD Policy Management Authority (PMA) require a DoD entity (e.g., combatant command, service, agency, field activity) to have a current PMA approved LRA CPS prior to establishing a LRA infrastructure.

2. This agreement documents the responsibilities of the NRO CIO regarding the use of the WHS LRA CPS to establish an infrastructure of LRAs to implement and manage the DoD PKI throughout the NRO.

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3. This signed MOU indicates that the NRO is an organization eligible to operate under the WHS LRA CPS according to the X.509 Certificate Policy (CP) for the United States DoD, Reference B. 2.

D. RESPONSIBILITIES.

The WHS IPMP Program Manager will

1. Verify that the NRO has a need to establish an infrastructure of LRAs to implement DoD PKI and that they are eligible to operate under the WHS LRA CPS according to Reference B. 2.

2. Produce and submit all necessary documentation to the PMA for the NRO to use the existing WHS LRA CPS.

3. Provide personnel, at no cost to the NRO, to facilitate the services identified within the scope of the WHS IPMP program manager.

4. Understand that no funds are required from the NRO in order for the WHS IPMP to provide the services identified in the WHS IPMP responsibilities of this MOU.

5. Provide the PMA with the NRO's official letter designating the NRO's primary point of contact.

6. Submit revisions of the LRA CPS, as necessary, to the PMA. The NRO will have an opportunity to review and comment on all revisions.

7. Provide a copy of the updated LRA CPS to the NRO CIO once it is approved by the WHS LRA CPS.

The NRO CIO will

1. By signing the WHS LRA CPS, adopt it as its own CPS.

2. Be accountable for complete adherence to and compliance of the WHS LRA CPS; however the WHS LRA CPS remains under the control and purview of the WHS IPMP.

3. Comply with the policies, practices, and procedures according to References B. 1. and 2.

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4. Provide personnel to fulfill the roles and responsibilities specified in the WHS LRA CPS.

5. Submit to the WHS IPMP, on NRO letterhead, the name(s) and contact information of the NRO's military or civilian personnel who will be the designated contact(s) for oversight according to E. 3.

6. The NRO Office of the CIO/Information Assurance and Cyber-Security Branch Chief will be the primary NRO point of contact to the PMA regarding all matters related to the WHS LRA CPS.

The NRO Communications Systems Acquisition and Operations Directorate (COMM) will

1. Fully comply with the WHS LRA CPS. This includes, but is not limited to, developing standard operating procedures to ensure proper compliance.

2. Provide personnel to fulfill the roles identified within the COMM's responsibilities in this MOU.

3. Provide all WHS LRA CPS change requests to the WHS IPMP. All change requests require PMA approval before the NRO is authorized to begin executing the change requests.

4. In coordination with the NRO CIO representative, work directly with the WHS IPMP during the PMA CPS approval process.

5. Interface directly with the Defense Information Systems Agency (DISA), the PKI PMO, the PMA, and any other DoD PKI entity. This includes, but is not limited to complying with PMA audit requests.

6. Notify the WHS IPMP program manager, on NRO letterhead, when the NRO will no longer require the use of the WHS LRA CPS.

E. IMPLEMENTATION.

1. This MOU is subject to the terms and conditions contained within References B. 1. and 2. Any DoD PMA-approved revisions to these references apply to this MOU.

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2. This MOU will take effect upon signature of the NRO and WHS authorized representatives.

3. This agreement shall be terminated if

a. The requesting organization obtains its own PMA approved Registration Authority CPS.

b. The PMA determines that the NRO is failing to comply with the procedures and practices defined in the WHS LRA CPS thus requiring LRA operations to cease.

c. The WHS IPMP determines that the NRO is not complying with the terms of this MOU.

4. This MOU will be reviewed at least every year, in the month of its signature, to determine its continued applicability.

5. This MOU is subject to review at any time upon written request by either party for matters concerning, but not limited to

a. the need for modification or termination of this agreement; or

b. changes in the quality and timeliness of services provided.

6. Either agency may terminate the terms of the MOA by providing written notice to the other agency 180 days in advance of the termination date.

Susan Gragg

Dr. Susan Gragg
Chief Information Officer
NRO

4/20/06
Date

Carl F. Vercio
IPMP Program Manager
IT Management Directorate
WHS

6/14/2006
Date