

**DEPARTMENT OF DEFENSE
ELECTRONIC DATA INTERCHANGE STANDARDS
MANAGEMENT COMMITTEE (EDISMC)
CHARTER**

23 January 1998

1. REFERENCES.

- a. ASD(C3I) Memorandum for the Director, Defense Information Systems Agency, "Executive Agent for DOD Information Standards," 3 September 1991.
- b. JIEO Plan 3200, DOD Information Technology Standards Management Plan, Nov 1993.
- c. DODD 5105.19, Defense Information Systems Agency (DISA), 25 June 1991.
- d. Draft DODD, DOD Electronic Commerce (EC) In Support of Business Processes, undated.
- e. DOD 4120.3-M, Defense Standardization Program Policies and Procedures, July 1993.
- f. Federal Information Processing Standard (FIPS) 161-2, Electronic Data Interchange, 29 April 1996.

2. PURPOSE.

In accordance with references above, this charter establishes the Electronic Data Interchange Standards Management Committee (EDISMC) as a subcommittee of the Standards Coordinating Committee (SCC), with the scope, mission, organization, functions, responsibilities, and procedures outlined below.

3. SCOPE.

EDI is becoming a standard business practice throughout the DOD, and the provisions of this charter form the foundation for DOD EDI standards activities pursuant to FIPS 161-2. The Information Technology Standards Management Plan (ITSMP) and the EDISMC support EDI standards activities for DOD information systems. The EDISMC provides DOD technical positions as required or as directed by the SCC. In addition, it guides and coordinates efforts of other groups that develop standards of importance to DOD EDI.

4. MISSION.

The mission of the EDISMC is to support the functional requirements of the Department of Defense in the development, adoption, publication and configuration management of EDI

Implementation Conventions (ICs) and in the maintenance of EDI standards to ensure compatibility and interoperability among DOD EDI capable information systems, and to the extent practicable, with non-DOD information systems.

5. ORGANIZATION.

a. Chair: DISA, as the DOD Executive Agent (EA) for ITS, will Chair the EDISMC. The Chair of the SCC will appoint the EDISMC Chair.

b. Secretariat: DISA Center for Standards will provide the Secretariat to perform the EDISMC administrative tasks as directed by the Chair.

c. Members: The EDISMC primary voting membership will consist of DOD Principal Staff Assistant and Component (Service and Agency) representatives having interests and significant involvement in the development, maintenance, and use of EDI. At the discretion of the primary members, alternate voting members may be appointed. Additional personnel may be added to provide technical support and assistance. Membership may also be extended to other SMCs preparing standards of interest to the EDISMC and to other Federal agencies. Primary members are listed in Attachment 1.

d. Observers: Other U.S. Government organizations with an interest in the EDISMC activities may attend as observers.

6. FUNCTIONS AND RESPONSIBILITIES. The EDISMC forum will not substitute for the normal DOD staffing process identified in the references, but will accomplish the following:

a. Coordinate and integrate EDI activities in development, adoption, publication and configuration management of EDI Implementation Conventions (ICs) and in the maintenance of EDI standards.

b. Satisfy EDI related issues by employing one or more of the following methods as appropriate:

(1) Address the issue directly within the EDISMC,

(2) Refer the issues to another SMC,

(3) Charter subordinate working groups to research and provide recommendations to the EDISMC,

(4) Authorize DOD representatives to external (non-DOD) ITS bodies. Expenses associated with such representation shall be borne by the organization providing the representative.

c. Charter working groups as required to address specific EDI issues and activities.

d. As tasked by the SCC, solicit, recommend, and endorse nominations of DOD representatives to external ITS forums.

e. As tasked by the SCC, support (including development of guidance packages) DOD representatives to DOD and non-DOD ITS forums.

f. Serve as the Configuration Control Board (CCB) for configuration management (CM) of DOD ICs.

g. Forward EDI issues on which EDISMC members cannot reach consensus to the SCC for resolution.

7. PROCEDURES.

a. Meetings: The EDISMC will conduct its business via electronic media to the maximum extent possible. It will meet formally three times a year or as needed. Agendas will be coordinated among the membership as early as possible before the meeting. The Secretariat will prepare and distribute meeting minutes after each meeting. A quorum of greater than fifty percent of the primary members (or their government alternates) must be present to conduct business in a physical meeting.

b. Issues: Any member may raise issues to the Chair. Members may disagree with a decision and make it a substantive issue. The member declaring a substantive issue must submit a written appeal within ten working days to the EDISMC Chair who will forward it to the SCC.

c. Consensus will be reached when 75% of the primary EDISMC members voting on an issue, agree. Abstentions shall not be counted in this calculation. A non-response by the voting due date shall result in an automatic abstention. This alleviates the need for an electronic quorum.

d. The EDISMC charter will be reviewed every two years.

Approved:

//signed//

RANDALL H. HOFFMAN

Chairman, DOD EDI Standards Management Committee

Distribution:

SCC Secretariat

EDISMC Members (via Web site)

ATTACHMENT 1
EDISMC Primary Membership

Defense Information Systems Agency	Chair
Assistant Secretary of Defense (Comptroller)	Primary Member
Assistant Secretary of Defense (Health Affairs)	Primary Member
Deputy Under Secretary of Defense (Logistics)	Primary Member
U.S. Transportation Command	Primary Member
Deputy Under Secretary of Defense (Environment)	Primary Member
Director of Defense Procurement	Primary Member
Secretary of the Army	Primary Member
Secretary of the Navy	Primary Member
Secretary of the Air Force	Primary Member
National Security Agency	Primary Member
Defense Logistics Agency	Primary Member
Defense Commissary Agency	Primary Member
Defense Information Systems Agency	Primary Member

ATTACHMENT 2 ACRONYM LIST

ASD/C3I	Assistant Secretary of Defense for Command, Control, Communications, and Intelligence
DISA	Defense Information Systems Agency
DOD	Department of Defense
DSP	Defense Standardization Program
EA	Executive Agent
EC	Electronic Commerce
EDI	Electronic Data Interchange
EDISMC	Electronic Data Interchange Standards Management Committee
FIPS	Federal Information Processing Standard
IC	Implementation Convention.
ITS	Information Technology Standards
JIEO	Joint Interoperability and Engineering Organization
SCC	Standards Coordinating Committee