



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

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JUN 19 2008

MEMORANDUM FOR DEPUTY ASSISTANT CHIEF OF STAFF FOR INSTALLATION
MANAGEMENT OF THE ARMY
DIRECTOR, MANPOWER AND ORGANIZATION OF THE
AIR FORCE
DIRECTOR, STRATEGIC SOURCING, (OASN I&E)
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: System Security Accreditation - Approval to Operate for COMPARE

References: (a) DODI 8500.1, "Information Assurance" dated October 24, 2002
(b) DODI 8500.2, "Information Assurance Implementation" dated February 6, 2003
(c) DODI 8510.1M, "DITSCAP Application Manual" dated July 31, 2000
(d) DOD Chief Information Office Approval to Operate letter, dated March 27, 2006

The Department of Defense Chief Information Officer, Dennis G. Clem signed the DITSCAP Approval to Operate (ATO) letter (reference (d)) for COMPARE March 27, 2006. The approval to operate is a full accreditation of unclassified software application winCOMPARE (currently named COMPARE).

The ATO is only applicable to Department of Defense components. Non-DoD agencies are not constrained by these requirements in their use of COMPARE. However, it is highly recommended all agencies implement appropriate information assurance practices when using COMPARE. This memorandum provides additional DoD specific implementation information of COMPARE's DITSCAP Approval to Operate.

1. The COMPARE accreditation approval to operate has the following criteria;
 - a. The accreditation is dependent upon correctly implemented and appropriate system security countermeasures as described in references (a) and (b).
 - b. The unclassified COMPARE is authorized to operate in the "System High" security mode of operation with a maximum level of "Sensitive but not Classified."
 - c. The accreditation expires November 29, 2007.



2. COMPARE Concept of Operations

- a. COMPARE is the cost estimating software required for use by all Federal agencies by the *OMB Circular A-76*. COMPARE is a desktop personal computer application; it is not a web-based application or network based application. Multiple users may not access a common data file simultaneously. Each user operates COMPARE as a stand alone application in a single session from a personal computer. LAN/WAN and Internet connections are not required for its operation. However, network connectivity allows COMPARE to utilize shared resources such as printers. Internet connectivity is restricted to updating specific data table content and must be invoked by the user.
- b. COMPARE is public domain software. The primary means of distribution is by downloading the application installation files from a DoD website via the Internet. Installation is not executed from the download server; installation is controlled by a local user and executed on the computer where the software will be installed. COMPARE has no licensing requirements and does not require special authentication codes or passwords to install or use. Government agencies and consultants supporting government agencies engaged in activities associated with *OMB Circular No. A-76* competitive sourcing processes represent COMPARE's core user community.

3. COMPARE Accreditation Boundary

- a. The accreditation for approval to operate is based on COMPARE using Microsoft Access technology as its programming platform. MS Access is a component application of Microsoft Office Professional, a commercial-of-the-shelf (COTS) software suite, which has been approved for use throughout the Department of Defense. Because COMPARE has been designated as COTS, COMPARE inherits all of the implemented information assurance safeguards for MS Office and the UNCLASSIFIED operating environments in which it is installed. This is known as the local enclave environment and is a general business enclave.
- b. COMPARE's accreditation boundary includes all general information security (INFOSEC) areas (e.g., computer, physical, personnel, hardware and software, communications, configuration and change management, training and awareness, and continuity of operations and disaster recovery) within the COMPARE local enclave environment. Specifically, the accreditation boundary for COMPARE includes the local enclave operating system software (e.g. MS Windows), the COMPARE database, and the application software (MS Access) within the local enclave.

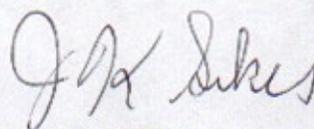
4. RESPONSIBILITIES

- a. The COMPARE Program Manager (PM) is operationally and administratively responsible for the mission of COMPARE. The PM is Lorna Delay, OOUSD(I&E)H&CS. The PM duties include the following:
 - 1) Provide general supervision, administration, and overall coordination of system security matters, including analysis, test, and evaluation.
 - 2) Ensure that security instructions, guidance, and standard operating procedures are prepared, issued, and maintained.
 - 3) Monitor the implementation of instructions and procedures, and direct the actions appropriate to remedy security deficiencies throughout the system's life cycle.
 - 4) Ensure that the system is accredited before operational use and that the accreditation is maintained by the IAO.

- b. System administrators (SAs) are privileged users who are responsible for the administrative functions of all applications on the system. Their duties include the following:
 - 1) Perform system installations, including software applications and vulnerability patches. This includes maintaining appropriate MS Windows, MS Office, and MS Access security patches released by Microsoft.
 - 2) Ensure the operating environment where COMPARE will be installed complies, at a minimum, with current DoD Information Assurance policies (references (a), (b)) and other locally implemented information assurance procedures.
 - 3) Assist users with system applications to ensure their proper use so as not to degrade system security.

- c. Users must be authorized to access the system and to utilize its services. Users are required to:
 - 1) Receive training in proper security procedures before initial use.
 - 2) Protect the system, its resources, and its information in accordance with security policies.

All questions regarding this memorandum and COMPARE's ATO should be submitted through the COMPARE Helpdesk (www.compareA76.com).



Joseph K. Sikes
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