



CHARTER

1. **AUTHORITY:** The United States Army Corps of Engineers, Naval Facilities Engineering Command and the Civil Engineer of the Air Force originally chartered the Tri-Service CADD/GIS Technology Center in order to implement Defense Management Review Directive (DMRD) 982.
2. **ESTABLISHMENT:** Drawing on a continuing need for coordination of facilities, infrastructure and environmental use of large-scale Computer Aided Design and Drafting and Geographic Information Systems (CADD/GIS) activities within the Department of Defense (DOD) and the Federal government as a whole, this Charter establishes a centralized vehicle for governmental agencies (Federal, state and local) as well as the private sector to discuss and analyze the need for accomplishment of specific tasks and application developments where appropriate. The Tri-Service CADD/GIS Technology Center is hereby renamed the CADD/GIS Technology Center for Facilities, Infrastructure and Environment and is established to coordinate and promote CADD/GIS and Facilities Management Technology applications. The Center is located at the U.S. Army Engineer Research and Development Center, Information Technology Laboratory, Vicksburg, Mississippi.
3. **MISSION:** The mission of the Center is to coordinate capabilities and needs for CADD, GIS and Computer Aided Facility Management (CAFM) technology applications throughout the DOD and the Federal, state, and local governments. The focus of the Center will be on an analysis of the specific information systems requirements defined by DOD and the Federal, state, and local governments. The Center will also serve as the Federal Geographic Data Committee (FGDC) Working Group on Facilities, Infrastructure and the Environment, actively supporting the National Spatial Data Infrastructure (NSDI) as defined by E.O. 12906, Coordinating Geographic Data Acquisition and Access: The National Spatial Data Infrastructure.
4. **FUNDING:**
 - a. The U.S. Army Corps of Engineers (USACE) is designated by DOD as the executive agent for the Center. DOD agencies shall provide funding for the Center and its associated committees. Such DOD agencies will be known as contributing DOD agencies. The resulting annual budget will support the Center's activities including on-site Center staff; periodic travel and per diem for contributing DOD members of the committees; hardware and software acquisition appropriate for support of the Center; Center participation in specific, non-recurrent events as approved by the Executive Committee; and work to be performed for the benefit of the Center.
 - b. All other Federal, state and local agencies and other entities are responsible for their own costs of participation in Center activities, including but not limited to salaries and associated overhead costs of their participating employees and any travel or per diem expenses. Such agencies will be known as participating agencies.
 - c. All Federal users may place orders with the Center for specific goods and services pursuant to the requirements of the Economy Act (31 U.S.C. 1535). State or local governmental users may place orders with the Center for specific goods and services pursuant to the requirements of the

Chief's Economy in Government Act (10 U.S.C. § 3036(d)) or the Intergovernmental Cooperation Act (31 U.S.C. § 6505).

5. FUNCTIONS:

- a.** Role in Acquisition: The Center is responsible for defining the technical requirements for acquiring and managing future large centralized CADD and GIS acquisitions for DOD and is capable of doing so for other potential users.
- b.** Applications Development: The Center acts as a focal point for consolidation of CADD, GIS and CAFM automation products. The Center relies on other organizations, such as private contractors and other government laboratories, to develop automated applications to obtain the maximum leverage from the Center's resources
- c.** Promote Communication: The Center provides the vehicle to share information, programs, processes, techniques and available training programs. The Center shall record ideas and needs of the DOD and other agencies and coordinate with vendors and users in industry. In all cases, the Center will actively coordinate with other Federal laboratories, agencies, and offices to eliminate potential duplication.
- d.** Promote Standards: Logical and portable standards must be advanced at all levels, from the detailed levels of standard naming conventions, common layers, and standard symbology, up to actual sharing of CADD designs for various similar facility types and GIS databases and analysis tools when needed. The Center plays a key role in developing and making these standards available and in facilitating sharing of these standards. The Center educates management by marketing the benefits of standardization. The Center strives to promote the highest level of standards in existence at industry, national or international levels by maintaining relationships with recognized standards organizations
- e.** Furnish Technical Advice: The Center is in a position to act as a clearinghouse for both hardware and software issues. The Center established objectives to maximize the benefits of consolidated acquisitions and promotes an integrated data structure. The Center may provide advice and assistance to other Federal agencies pursuant to the Economy Act (31 U.S.C. § 1535) in order to assist them in identifying their needs for CADD, GIS and CAFM application software and hardware. The Center may provide advice and assistance to state and local governmental agencies pursuant to the Chief's Economy Act (10 U.S.C. § 3036(d)) where the work being undertaken on behalf of the state or local governmental agency involves Federal assistance. The Center may provide technical services to state or local governmental agencies, as defined by OMB Cir. No. A-97, under the Intergovernmental Cooperation Act (31 U.S.C. § 6505).
- f.** Interface with Professional Organizations and Industry: The Center shall establish contacts and maintain working relationships with professional organizations and industry to aid in the coordination of standards for CADD, GIS and CAFM. These include the construction industry, natural resource managers, environmental planners, and real estate managers including private architects and engineers, planning clients, and others.
- g.** Evaluate Technological Developments: The Center shall evaluate improvement submissions from vendors and determine if they are compatible with existing systems. The Center shall coordinate changes in data exchange standards and related features that would impact interoperability with DOD and other agencies.
- h.** Recommend Necessary CADD, GIS and CAFM Policy: The Center aids in the development of policy, which is reviewed by the Corporate Staff and when approved by the BOD is forwarded to participating agencies with a recommendation to issue and implement. The goal is to create policy that is consistent across DOD and other participating agencies.

6. ORGANIZATION: A relational chart is provided as Attachment A.

- a. **Board of Directors:** The Center is governed by a Board of Directors (BOD) which is comprised of representatives of participating DOD, Federal, state, and local government agencies. The BOD is responsible for providing a strategic vision for the Center, promoting CADD, GIS, and CAFM policy within participating organizations, and approving the annual Center program. The chair shall rotate among the contributing DOD agencies on an annual basis. The BOD is composed of at least one flag officer or SES-level individual or their senior level designee from each agency. The current BOD membership shall be maintained as Attachment B. Each BOD member shall appoint a representative to the Executive Committee of the Corporate Staff.
- b. **Executive Committee:** There shall be a standing Executive Committee, comprised of senior headquarters representatives, to coordinate activities of the Corporate Staff. The Executive Committee members shall appoint additional members to the Corporate Staff from their respective agencies. The chair of the Executive Committee shall act as the Chief of the Corporate Staff and liaison to the FGDC Coordination Group. This position shall rotate on an annual basis among the participating organizations.
- c. **Corporate Staff:** The Corporate Staff serves the BOD. The Corporate Staff is responsible for preparing annual budgets and policy statements for approval and implementation by the BOD; developing and managing the annual work plan; promoting and monitoring return on investment for dollars expended; appointing members and providing oversight to the Field User and Task Groups; and providing direction for coordination, integration, and interoperability of the standards. The Corporate Staff consists of the Executive Committee and other senior headquarters representatives (GS 14 or GS 15 or their military equivalent), senior field manager representatives, standards management experts, and the Center Chief.
- d. **Field Task Groups:** Task Groups are established and managed by the Corporate Staff as required to accomplish the mission. Working level users shall make up the membership of these field user groups. These groups are critical to the success of project implementation as well as for identifying needed tools. These internal groups are responsible for identifying and implementing needed tools and applications.
- e. **External Partners:** A key element of this effort is the partnerships built with other Federal, state, and local agencies, the private sector and academia so that best practices can be implemented by design and not by chance. External partnerships shall be fostered to minimize risk in the implementation of new technology. These partnerships can help ensure that customers receive comprehensive solutions to facility, infrastructure and environmental problems.
- f. **Federal Geographic Data Committee:** The chair of the Executive committee shall be the liaison to the FGDC Coordination Group. The Center will provide support to the chair of the Executive Committee in his/her role as the Chief of Corporate Staff for FGDC activities.

7. GOVERNANCE: All meetings of the Center's boards and committees shall be conducted according to the procedures established in the latest edition of *Robert's Rules of Order*.

8. AMMENDMENT: This Charter may be amended at any regular meeting of the Board of Directors by an affirmative vote of at least two-thirds of the members present, provided there is written notice of the proposed amendment(s) at least fourteen days prior to the meeting.

**9. CHARTERED BY THESE ORGANIZATIONS OF THE UNITED STATES
DEPARTMENT OF DEFENSE, AND AGREED TO BY THOSE SIGNED AND
DATED ON THE FOLLOWING PAGE(S).**

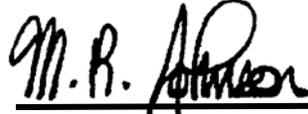
The CADD/GIS Technology Center

for Facilities, Infrastructure and Environment

Chartering Organizations



ROBERT W. FLOWERS
Lieutenant General, USA
Commander, U.S. Army
Corps of Engineers



MICHAEL R. JOHNSON
Rear Admiral, CEC, USN
Commander, Naval Facilities
Engineering Command



EARNEST O. ROBBINS II
Major General, USAF
The Civil Engineer



H. MASHBURN JR.
Major General, U.S. Marine Corps
Assistant Deputy Chief of Staff for
Installations and Logistics (Facilities)



R. L. VAN ANTWERP
Major General, GS
Assistant Chief of Staff
For Installation Management



D. H. STONE
Rear Admiral, SC, USN
Commander
Defense Logistics Support Command



WILLIAM W. BRUBAKER
Director of Facility Engineering
National Aeronautics and
Space Administration



RONALD F. SILVA
Rear Admiral, US Coast Guard
Assistant Commandant for Systems



F. JOSEPH MORAVEC
Commissioner
Public Building Service
U.S. General Services
Administration



DAVID A. HARRIS, FAIA
President
National Institute of
Building Sciences



The CADD/GIS Technology Center

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Chartering Organizations



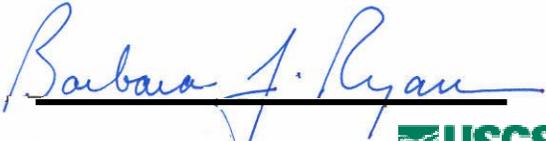
WILLIAM W. BRUBAKER
Director
Facilities Engineering
and Operations
Smithsonian Institution



Smithsonian
Institution



ANTHONY BAUMANN
Acting Section Chief
Federal Bureau of Investigation



BARBARA J. RYAN
Associate Director of Geography
U.S. Geological Survey
National Mapping Discipline



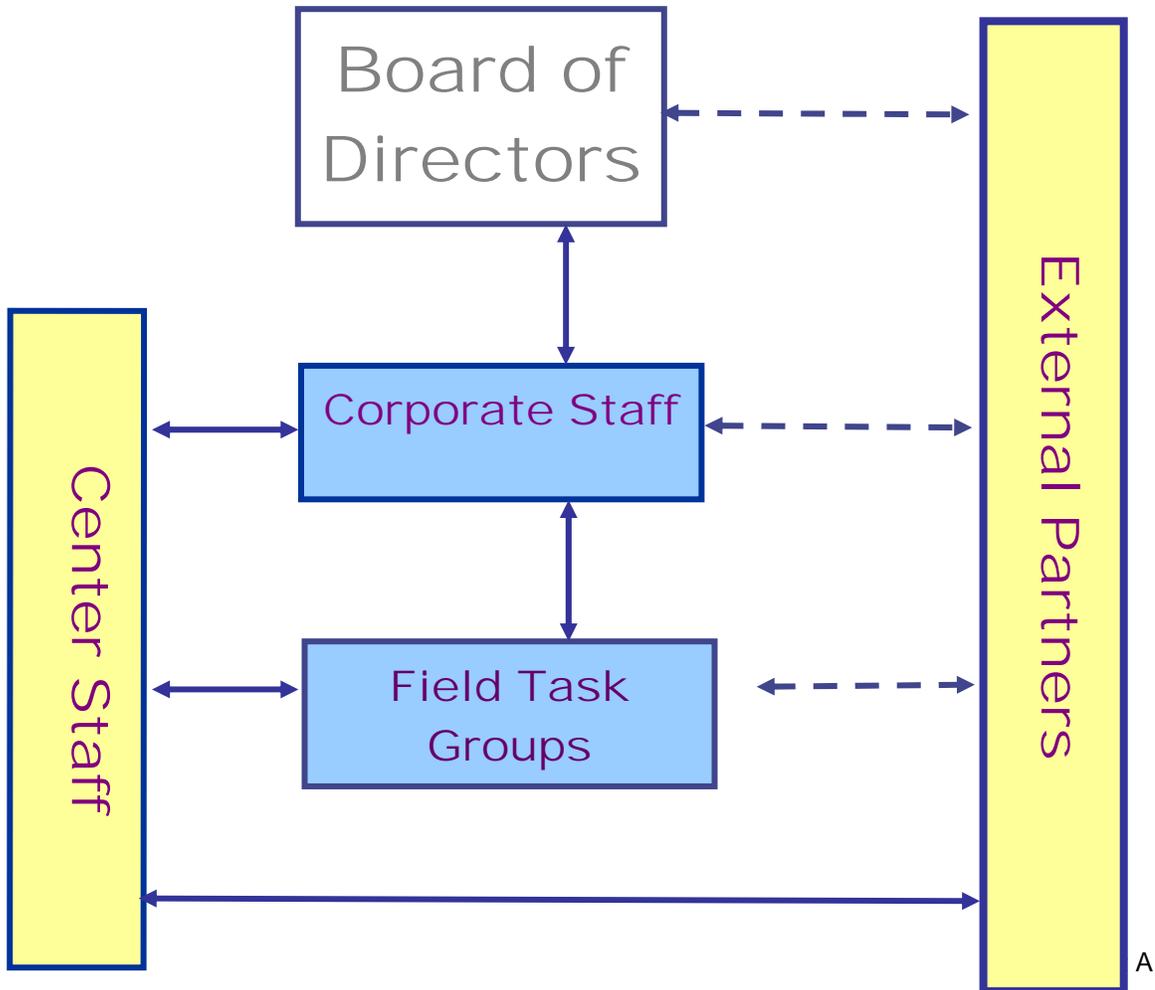
JACK NAGER
Director, Air Traffic
Control Facilities
Federal Aviation Administration



The CADD/GIS Technology Center

for Facilities, Infrastructure and Environment

Organizational Chart



The CADD/GIS Technology Center
for Facilities, Infrastructure and Environment
FY 2005 Board of Directors

Agency

Representative

United States Army Corps of Engineers	Mr. Don Basham (Chairman)
United States Army Engineer Research and Development Center	Dr. Jeff Holland
United States Army Assistant Chief of Staff for Installation Management	Phil Sakowitz
Naval Facilities Engineering Command	Dr. Jim Wright
United States Air Force Civil Engineer	Kathleen Ferguson
United States Marine Corps	Mr. Paul Hubbell
National Institute of Building Sciences	Mr. David Harris
General Services Admin., Public Building Services	Ms. Kay McNew
National Aeronautics and Space Administration	Mr. Gene Hubbard
Defense Logistics Agency	Open
United States Coast Guard	Mr. Jay Manik
Environmental Protection Agency	Mr. John G. Lyon
United States Geologic Survey	Ms. Kari Craun
Office of Secretary of Defense	Dr. Get Moy
Federal Bureau of Investigation	Mr. Patrick Findlay
Smithsonian Institution	Mr. Ken Olmstead
Federal Aviation Administration	Open

Attachment B