



DoD DIRECTIVE 5101.16E

DOD EXECUTIVE AGENT (EA) FOR SUPPORT TO THE NATIONAL SCIENCE FOUNDATION (NSF) OFFICE OF POLAR PROGRAMS (OPP)

Originating Component:	Office of the Under Secretary of Defense for Personnel and Readiness
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Approved by:	David L. Norquist, Deputy Secretary of Defense

Purpose: This issuance:

- Establishes policy and assigns responsibilities for DoD support to the NSF OPP.
- Designates the Secretary of the Air Force (SECAF) as the DoD EA for Support to the NSF OPP in accordance with DoD Directive 5101.01

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SECTION 1: GENERAL ISSUANCE INFORMATION

1.1. APPLICABILITY.

This directive applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

1.2. POLICY.

It is DoD policy that:

a. DoD will provide support for the NSF OPP as designated in this directive, and in accordance with the May 1, 2007 Memorandum of Agreement (MOA) between DoD and the NSF for the NSF’s polar programs and any successor agreements.

b. The Offices of OSD Principal Staff Assistants (PSAs) and DoD Components involved in planning for, conducting, or participating in activities in the Antarctic area must observe the terms of the December 1, 1959, Antarctic Treaty and the October 4, 1991, Protocol on Environmental Protection to the Antarctic Treaty, also known as the “Madrid Protocol.”

c. DoD will provide, on a reimbursable basis, logistics support requested by the NSF and will develop, in collaboration with the NSF, logistics arrangements and cost structures required for effective and responsive Antarctic program support, as outlined in Presidential Memorandum 6646. Reimbursement rates will be consistent with annually published guidance from the Office of the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense.

d. DoD Arctic support to the NSF will be implemented in accordance with U.S. policy, applicable U.S. law, and international agreements to which the United States is a party, similar to the support provided for Antarctic programs, and in accordance with National Security Presidential Directive 66/Homeland Security Presidential Directive 25.

SECTION 2: RESPONSIBILITIES

2.1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS.

In addition to the responsibilities in Paragraph 2.4., the Under Secretary of Defense for Personnel and Readiness:

a. Oversees the implementation of the policies and responsibilities established in this issuance.

b. Serves as the OSD PSA responsible for overseeing the activities of the DoD EA for Support to the NSF OPP, in accordance with DoD Directive 5101.01.

2.2. ASSISTANT SECRETARY OF DEFENSE FOR MANPOWER AND RESERVE AFFAIRS.

Under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness, the Assistant Secretary of Defense for Manpower and Reserve Affairs:

a. Monitors the DoD EA for Support to the NSF OPP.

b. Provides NSF OPP policy guidance upon request.

2.3. UNDER SECRETARY OF DEFENSE FOR POLICY.

In addition to the responsibilities in Paragraph 2.4., the Under Secretary of Defense for Policy oversees DoD Component compliance with all international treaty requirements regarding operations in the polar regions.

2.4. OSD PSAs.

Within given functional areas, the OSD PSAs exercise designated authorities and responsibilities, as established by law, Executive order, or DoD policy, to:

a. Facilitate the mission of the DoD EA for Support to the NSF OPP.

b. Implement actions, as specified in this issuance and as agreed to under the MOA between DoD and the NSF for the NSF's polar programs.

2.5. DOD COMPONENT HEADS.

The DoD Component heads:

- a. Ensure the full cooperation of their respective component personnel with the DoD EA for Support to the NSF OPP to eliminate duplication of effort and to ensure DoD-wide planning, programming, and development effectively and efficiently support the NSF OPP.
- b. In coordination with the Director, NSF, and in accordance with DoD Instruction 4000.19 and Section 3 of this issuance, establish, regularly update, and maintain sub-agreements as annexes to the DoD-NSF MOA for the NSF's polar programs.
- c. Collaborate on component issuances, concept plans, and interagency agreements, and ensure MOAs supporting the NSF OPP comply with this issuance.
- d. Plan and program for DoD's reimbursable support requirements for the NSF OPP in accordance with the DoD-NSF MOA for the NSF's polar programs, and other applicable MOAs.
- e. Coordinate on proposed guidance changes and implement procedures to ensure proper and timely tracking of requests for reimbursement.

2.6. SECAF.

In addition to the responsibilities in Paragraph 2.5., and as the DoD EA for Support to the NSF OPP, the SECAF:

- a. Exercises broad responsibilities and authorities within the DoD for the planning, programming, budgeting, and execution of support requested by the NSF OPP.
- b. Establishes an effective operational relationship with the NSF OPP and continually seeks opportunities to adopt best practices through cooperation with the heads of other federal departments and agencies and with the other DoD Component heads and the OSD Component heads.
- c. Establishes and oversees a collection of MOAs in accordance with Section 3.
- d. In accordance with the DoD-NSF MOA for the NSF's polar programs and any successor agreements:
 - (1) Establishes and distributes reimbursement procedures to ensure all DoD Components coordinate on proposed guidance changes, and implements procedures with proper and timely tracking of and requests for reimbursements in accordance with DoD 7000.14-R.
 - (2) Ensures reimbursement estimates are programmed, as specified in DoD 7000.14-R, current edition, and NSF OPP's requirements.
 - (3) Ensures that DoD rates are offered and applied when mutually agreed upon by DoD and the NSF OPP, in accordance with DoD 7000.14-R.

SECTION 3: MOA MAINTENANCE AND PROCEDURES

3.1. As the DoD EA for Support to the NSF OPP, the SECAF:

- a. Maintains, on behalf of DoD, an overarching and current DoD-NSF MOA for the NSF's polar programs that provides broad policy and guidance.
- b. Ensures that the MOA is drafted in coordination with the Director, NSF and appropriate DoD officials in accordance with DoD Instruction 4000.19.
- c. Coordinates on and approves all DoD Component annex MOAs to the DoD-NSF MOA for the NSF's polar programs.

3.2. OSD PSAs and DoD Component heads with responsibilities identified in the DoD-NSF MOA for the NSF's polar programs, or as requested by the DoD EA, will maintain sub-agreements with the NSF OPP as annexes to the MOA in accordance with DoD Instruction 4000.19.

- a. Sub-agreements will establish any support arrangements necessary to perform the mission and fulfill the responsibilities assigned by this issuance.
- b. Annex MOAs will address, at a minimum, issues related to logistics support functions (including equipment and personnel), as well as air, land, and sea operations.

GLOSSARY

G.1. ACRONYMS.

ACRONYM	MEANING
EA	executive agent
MOA	memorandum of agreement
NSF	National Science Foundation
OPP	Office of Polar Programs
PSA	Principal Staff Assistant
SECAF	Secretary of the Air Force

G.2. DEFINITIONS.

These terms and their definitions are for the purpose of this issuance.

TERM	DEFINITION
OPP	The division within NSF that manages or coordinates scientific activities in the Arctic and Antarctic polar regions, and that has been designated by Presidential Memorandum 6646 to serve as the single-point manager for all U.S. activities in Antarctica.

REFERENCES

- DoD 7000.14-R, “Department of Defense Financial Management Regulations (DoD FMR),” current edition
- DoD Directive 5101.01, “DoD Executive Agent,” September 3, 2002, as amended
- DoD Instruction 4000.19, “Support Agreements,” April 25, 2013, as amended
- Memorandum of Agreement Between the Department of Defense and The National Science Foundation for The National Science Foundation’s Polar Programs, May 1, 2007¹
- National Security Presidential Directive No. 66/Homeland Security Presidential Directive No. 25, “Arctic Region Policy,” January 9, 2009
- Presidential Memorandum 6646, “United States Antarctic Policy and Programs,” February 5, 1982
- Protocol on Environmental Protection to the Antarctic Treaty, October 4, 1991 (also known as the “Madrid Protocol”)
- The Antarctic Treaty, December 1, 1959

¹Available at:
https://www.jcs.mil/Portals/36/Documents/Doctrine/Interorganizational_Documents/doe_mou_nat_sci_found2007.pdf