



ASSISTANT SECRETARY OF DEFENSE  
6000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-6000



December 18, 1997

COMMAND, CONTROL,  
COMMUNICATIONS, AND  
INTELLIGENCE

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT : Acquisition of Year 2000 (Y2K) Compliant  
Information Technology (IT) and Bringing Existing  
IT into Compliance

Effective immediately, **all** IT that is acquired by the **Military Departments and Defense Agencies** shall be **Y2K** compliant. This includes IT acquired for use in national security systems **as** defined in Federal Acquisition **Regulation (FAR) Part 39.002**, and applies to all Department of Defense (**DoD**) purchases by **any** acquisition method, including **orders** placed under contracts or schedules issued by other Agencies. Information technology contracts and other acquisition instruments must be reviewed on a case by case **basis to determine** whether **any** modification to the contract or other acquisition instrument **is necessary**.

Orders for **IT** shall not be placed against a contract or other acquisition instrument unless that contract/instrument requires **Y2K** compliance or the order itself requires **Y2K** compliance.

Either the supplier or the acquiring activity will test **at least a** representative sampling of **the** IT that is delivered and document the results in writing.

The term "Year 2000 compliant" is defined at **FAR** Part 39.002 as follows:

"Year 2000 compliant means, information technology that accurately processes **date/time** data (including, but not limited to, **calculating, comparing** and sequencing) from, into, and between the twentieth and twenty-first centuries, and the years 1999 and 2000 and leap **year calculations**. Furthermore, Year 2000 compliant information technology, when used in combination with other information technology, shall accurately process date/time data if the other **information technology** properly exchanges date/time data with it."

'Requests for exceptions to this policy must be submitted to the Department of Defense Chief Information Officer (DoD CIO) for approval.

**For IT** in the existing inventory that is not **Y2K** compliant, **DoD** Components should, in appropriate cases, be assertive in requesting that the supplier and the manufacturer take action to bring the IT into compliance.

Requests for waivers to this policy and questions concerning this policy should be submitted to Mr. Samuel Worthington, Director of Information Technology or his Deputy, **Ms Ruby Harney**, Office of the Assistant Secretary of Defense (**C3I**), Room **3D239**, 6000 **Defense** Pentagon, Washington D.C., 20301-6000. Mr. Worthington can be reached on (703) 614-6132, (email: **WorthinS@osd.pentagon.mil**). Ms. Harney can be reach be reached on (703) 614-6202, (email: **ruby.harney@osd.pentagon.mil**) .



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