



Department of Defense INSTRUCTION

NUMBER 5110.11
October 4, 2010

DA&M

SUBJECT: Raven Rock Mountain Complex (RRMC)

References: See Enclosure 1

1. PURPOSE. This Instruction:

a. Establishes policy and assigns responsibilities in accordance with the authority in section 2674 of title 10, United States Code, DoD Directive (DoDD) 5105.53, and DoDD 3020.26 (References (a), (b) and (c)) for the operation and management of RRMC.

b. Authorizes the Director, Washington Headquarters Services (WHS), and the Commander, RRMC, to issue further guidance for the operation and management of RRMC in accordance with Reference (b) and DoDD 5110.4 (Reference (d)).

c. Cancels WHS and Department of the Army Memorandum (Reference (e)) and Office of the Under Secretary of Defense for Policy Memorandum (Reference (f)).

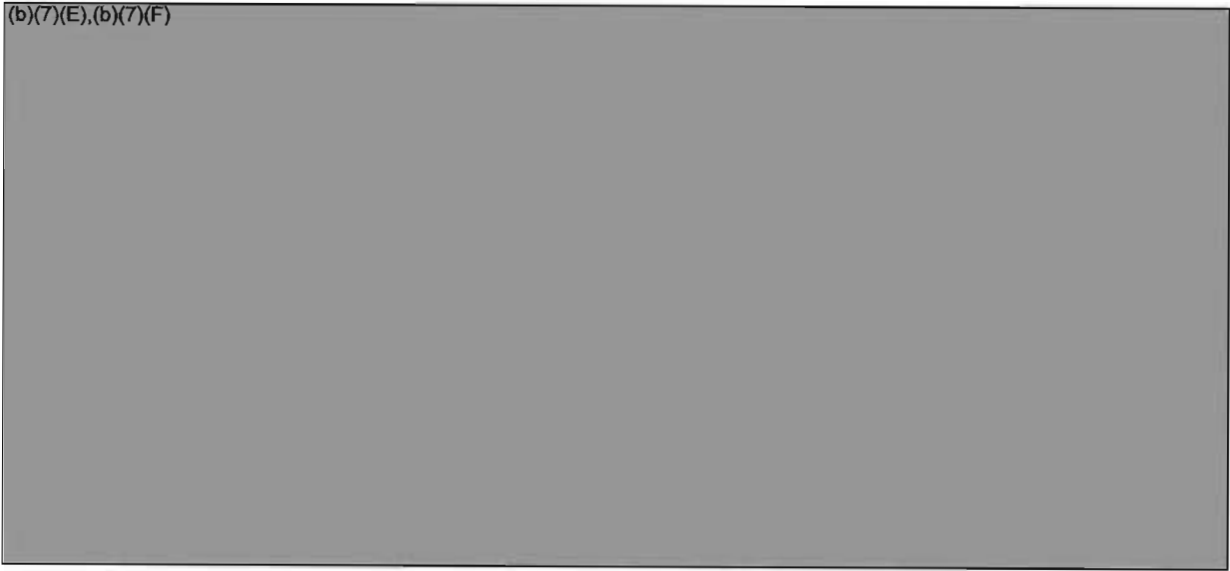
(b)(7)(E),(b)(7)(F)

3. DEFINITIONS. See Glossary.

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4. POLICY. It is DoD policy that:

(b)(7)(E),(b)(7)(F)



d. RRMC shall be commanded by a commissioned officer in the grade of Colonel, or Captain in the Navy. The position shall be filled on a rotational basis by the Military Departments as set forth in Enclosure 2.

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f. All personnel present on RRMC, including tenant personnel, visitors, and contractors, shall be subject to the orders of the Commander, RRMC, consistent with the Commander's assigned responsibilities in accordance with section 2 of Enclosure 2.

5. RESPONSIBILITIES. See Enclosure 2.

6. RELEASABILITY. RESTRICTED. This Instruction is approved for restricted release. It is available to users with Common Access Card authorization on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

7. EFFECTIVE DATE. This Instruction is effective upon its publication to the DoD Issuances Website.

A handwritten signature in black ink, appearing to read "Michael L. Rhodes". The signature is fluid and cursive, with a large initial "M" and "R".

Michael L. Rhodes
Director of Administration and Management

Enclosures

1. References
 2. Responsibilities
- Glossary

ENCLOSURE 1

REFERENCES

- (a) Section 2674 of title 10, United States Code
- (b) DoD Directive 5105.53, "Director of Administration and Management (DA&M)," February 26, 2008
- (c) DoD Directive 3020.26, "Department of Defense Continuity Programs," January 9, 2009
- (d) DoD Directive 5110.4, "Washington Headquarters Services (WHS)," October 19, 2001
- (e) "Memorandum of Understanding Between Washington Headquarters Services and the Department of the Army for Operation and Management of RRMC," August 22, 2003 (hereby cancelled)
- (f) Deputy Under Secretary of Defense for Policy Support Memorandum, "Process for Changing Site R Space Allocation," October 1, 2003 (hereby cancelled)
- (g) DoD Directive S-5100.44, "Defense and National Leadership Command Capability (DNLCC) (U)," July 9, 2008
- (h) DoD Instruction 6055.05, "Occupational and Environmental Health (OEH)," November 11, 2008
- (i) DoD Instruction 1338.10, "Department of Defense Food Service Program," June 5, 1991
- (j) Washington Headquarters Services, Raven Rock Mountain Complex Publication, "WHS RRMC Service Level Standards (SLS)," October 1, 2006¹
- (k) DoD Instruction 2000.16, "DoD Antiterrorism (AT) Standards," October 2, 2006
- (l) DoD Directive 3020.40, "DoD Policy and Responsibilities for Critical Infrastructure," January 14, 2010
- (m) DoD Directive 5105.68, "Pentagon Force Protection Agency (PFPA)," December 19, 2008
- (n) Director of Administration and Management Memorandum, "Designation of the Pentagon Chief Information Officer (CIO) and Pentagon Area CIO Council Chair (PACC)," March 14, 2006¹
- (o) DoD Instruction 3110.06, "War Reserve Materiel (WRM) Policy," June 23, 2008
- (p) Department of the Army Office of the Deputy Chief of Staff (G-4) Memorandum, "Revised Equipment/Supply Authorizations for Site R," April 23, 2003 (S)¹
- (q) Chairman of the Joint Chiefs of Staff Instruction 3280.01B, "National Military Command System (U)," September 2, 2009 (S)²
- (r) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," current edition
- (s) Part 234 of title 32, Code of Federal Regulations

¹ This document is available to authorized users at <https://rrmc-intranet.army.smil.mil>


² This document is available to authorized users at <http://jointstaff.js.smil.mil/portal/site/jportal/jelinstructions/>

ENCLOSURE 2

RESPONSIBILITIES


1. DIRECTOR, WHS. The Director, WHS, under the authority, direction, and control of the DA&M, shall:

(b)(7)(E),(b)(7)(F)



c. Maintain an RRMC Annex to the Pentagon Reservation Master Plan. This plan shall serve as a guide for future RRMC modifications and shall reflect the WHS Capital Investment Strategy for RRMC.

(b)(7)(E),(b)(7)(F)



f. Provide oversight, direction, and control of RRMC space allocation and use.

g. Approve budgetary resources for RRMC to include operating and capital budgets, capital equipment purchases, capital improvement projects, and military construction projects for inclusion in the RRMC Annex to the Pentagon Reservation Master Plan.

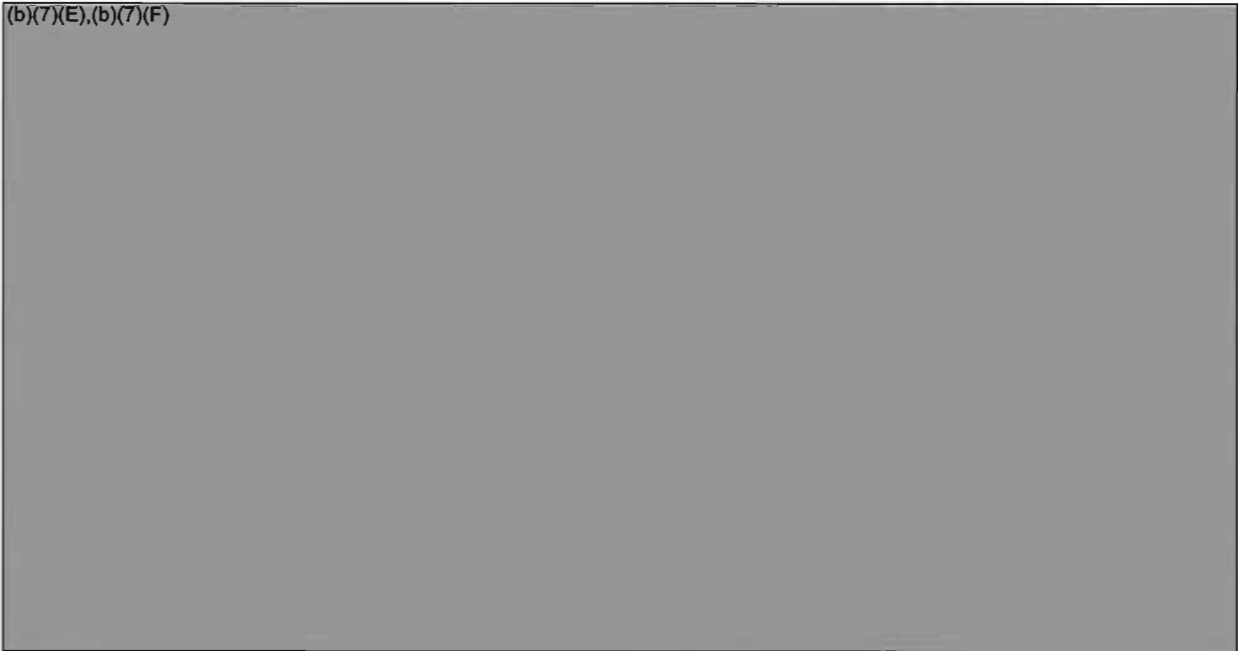
h. Provide full-service industrial hygiene program support to RRMC in accordance with DoD Instruction (DoDI) 6055.05 (Reference (h)) and food safety and sanitation services in accordance with DoDI 1338.10 (Reference (i)).

2. COMMANDER, RRMC. The Commander, RRMC, under the authority, direction, and control of the Director, WHS, shall command RRMC and organize and manage its assigned military and civilian personnel, units, and other resources to ensure RRMC is postured to accomplish its mission, responsibilities, and functions prescribed in this Instruction, and shall:

a. Manage the organizational and staff elements of RRMC, consistent with regulations and with policies and procedures established for the operation, management, and security of the Pentagon Reservation.

b. Exercise overall authority and responsibility for the operation, management, IT, information management (IM), security, and force protection of RRMC for RRMC tenants.


(b)(7)(E),(b)(7)(F)



g. Plan, program, and budget for the operation and management of RRMC in accordance with guidance provided by the WHS Financial Management Directorate. Coordinate RRMC common IT, IM, and telecommunications infrastructure and systems budgetary requirements through the Director, RRMC IT, and the OSD Chief Information Officer (CIO) and in coordination with Assistant Secretary of Defense for Networks and Information Integration/Department of Defense Chief Information Officer (ASD(NII))/DoD CIO.

h. Exercise overall on-site responsibility for common IT support and IM services. This includes but shall not be limited to telecommunications, automation, visual information, IM control, and related information systems security.

(b)(7)(E),(b)(7)(F)



j. Coordinate with the Director, PFPA, in:

(1) Selecting the Director of RRMC Force Protection and Emergency Services (FP&ES) and rating the performance of that official. (The Director, PFPA, shall review the performance of that official pursuant to paragraph 5.d. of this enclosure.)

(2) Resourcing and staffing the PFPA detachment.

k. Provide intermediate rater input to the Army on the performance of the Director, RRMC IT.

l. Provide base operations support to elements of the PFPA detachment assigned to perform the force protection mission at RRMC in accordance with Reference (j).

m. Provide base operations support to Operating Location Alpha, Air Force Operations Group (OL-A, AFOG), and provide sufficient internal and external workspaces to allow OL-A, AFOG, to meet weather support requirements.

3. DIRECTOR, RRMC FP&ES. The Director, RRMC FP&ES, under the authority, direction, and control of the Commander, RRMC, and consistent with the professional standards and guidance of the Director, PFPA, shall:

(b)(7)(E),(b)(7)(F)



4. DIRECTOR, RRMC IT. The Director, RRMC IT, under the authority, direction, and control of the Commander, RRMC, and in coordination with the OSD CIO and ASD(NII)/DoD CIO, shall:

a. Serve as the senior on-site IT staff officer responsible for management of common IT, IM, and telecommunications operations programs at RRMC.

b. Chair any RRMC IT boards and committees established by the Commander, RRMC.

c. Inform the Commander, RRMC, of all proposed changes to IT systems or networks to ensure sufficient time to evaluate the effects on RRMC infrastructure, and incorporate the results of the evaluation in the final IT decision.


d. Coordinate issues involving operation, maintenance, upgrade, and provision of common IT services with RRMC tenants, and the Pentagon Area CIO Council (PACC) Chair, as appropriate.

e. Ensure all major IT projects or proposed changes to IT systems and networks are documented and coordinated as part of the RRMC Annex to the Pentagon Reservation Master Plan.

f. Manage funds from the Commander, RRMC, to provide common IT services at RRMC and provide periodic reviews and reports to the Commander, RRMC, and the OSD CIO, as appropriate.

5. DIRECTOR, PFPA. The Director, PFPA, under the authority, direction, and control of the DA&M and in accordance with DoDD 5105.68 (Reference (m)), shall provide policy oversight, direction, guidance, and resources to meet the full-spectrum force protection requirements of RRMC as part of the Pentagon Reservation, and shall:

(b)(7)(E),(b)(7)(F)



b. Promulgate rules of engagement for the use of force and oversee security coordination with appropriate civilian law enforcement authorities and military commands.

c. Exercise responsibility for all hiring, training, pay, discipline, and removal of PFPA personnel at RRMC.

d. Select the Director of RRMC FP&ES in coordination with the Commander, RRMC and review the performance of that official. (The Commander, RRMC, shall rate the performance of that official pursuant to subparagraph 2.j.(1) of this enclosure.)

e. Conduct strategic planning, programming, and budgeting for all PFPA support to RRMC, to include all mission-related and administrative equipment necessary to support RRMC antiterrorism and force protection, physical security, law enforcement, and CBRNE defense requirements.

f. Resource and staff the PFPA detachment as coordinated with the Commander, RRMC, and approved by the DA&M.

6. OSD CIO. The OSD CIO, under the authority, direction, and control of the DA&M and in coordination with the Director, WHS and ASD(NII)/DoD CIO, shall:


a. Exercise technical control of common IT at RRMC.

b. Integrate and implement RRMC-wide IT programs and services through the Director, RRMC IT, with PACC oversight. As the OSD CIO, and as the designated Pentagon CIO and the PACC Chair in accordance with the DA&M Memorandum (Reference (n)), coordinate with the PACC on matters of common IT governance and with RRMC tenants on matters affecting tenant missions.

c. Oversee all RRMC IT and IM funding reviews and execution and ensure full integration into the WHS resource process.

d. Ensure all major IT projects and proposed changes to IT systems and networks are documented and coordinated as part of the RRMC Annex to the Pentagon Reservation Master Plan.


(b)(7)(E),(b)(7)(F)



9. SECRETARY OF THE ARMY. The Secretary of the Army, in addition to the responsibility in section 8 of this enclosure, shall:

a. Deliver healthcare services in support of RRMC.

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(3) Ensure the assigned healthcare team remains current and competent to function at the site at all times, to include conducting regular training and live patient care.

(4) Support major exercises with healthcare assets coordinated to meet exercise mission and intent.

(5) Resource and provide full-service occupational health program support in accordance with Reference (h).

b. Include the RRMC Class I Food Service Operation in the existing Army Food Service Program and the Subsistence Supply Management Offices. Additionally, incorporate RRMC Food Program data into the Army Food Management Information System.

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d. Provide IT support to RRMC.

(1) Provide common IT, IM, and telecommunications operations and management and related support services to RRMC and RRMC tenants in accordance with Reference (j).

(b)(7)(E),(b)(7)(F)

(3) Designate a signal battalion commander as the Director, RRMC IT. The Commander, RRMC, shall provide intermediate rater input on the performance of that official pursuant to paragraph 2.k. of this enclosure.

e. Provide air traffic control maintenance support and oversight of the RRMC helipad.

10. SECRETARY OF THE AIR FORCE. The Secretary of the Air Force, in addition to the responsibility in section 8 of this enclosure, shall provide weather support to RRMC.

(b)(7)(E),(b)(7)(F)

12. RRMC TENANTS. RRMC tenants shall:

a. Use RRMC facilities in accordance with Reference (j) and all other applicable governing regulations, policies, and procedures. Tenants shall not make changes to the use or configuration of their allocated space without the approval of the Commander, RRMC.

b. Provide tenant representative(s) to participate in boards and committees established by the Commander, RRMCC.

c. Submit to the Director, RRMCC IT, proposed changes to mission-related IT and command and control systems at RRMCC to ensure compatibility with common IT services and RRMCC infrastructure.

d. Forward all public media queries regarding RRMCC through the RRMCC Strategic Communications Officer to PFPA Public Affairs, WHS Information and Communications, and OSD Public Affairs to determine appropriate action.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS


ASD(NII)/DoD CIO	Assistant Secretary of Defense for Networks and Information Integration/ Department of Defense Chief Information Officer
CBRNE	chemical, biological, radiological, nuclear, and explosive
CIO	Chief Information Officer (OSD)
CONOPS	concept of operations
COOP	continuity of operations
DA&M	Director of Administration and Management
DoDD	DoD Directive
DoDI	DoD Instruction
FP&ES	Force Protection and Emergency Services (RRMC)
IM	information management
IT	information technology
JRSOI	joint reception, staging, onward movement, and integration
MEFs	mission-essential functions
OL-A, AFOG	Operating Location Alpha, Air Force Operations Group
PACC	Pentagon Area CIO Council
PFFPA	Pentagon Force Protection Agency
RRMC	Raven Rock Mountain Complex
USD(P)	Under Secretary of Defense for Policy
WHS	Washington Headquarters Services

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this Instruction. Other terms used in this Instruction are defined in Joint Publication 1-02 (Reference (r)).

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Pentagon Reservation. Defined in Reference (a).

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