



Department of Defense INSTRUCTION

NUMBER 4120.24

July 13, 2011

Incorporating Change 2, October 15, 2018

USD(R&E)

SUBJECT: Defense Standardization Program (DSP)

References: See Enclosure 1

1. **PURPOSE.** In accordance with the authority in DoD Directive 5134.01 (Reference (a)), this Instruction reissues DoD Instruction (DoDI) 4120.24 (Reference (b)) to establish policy and assign responsibilities for the DSP pursuant to sections 2451, 2452 and 2457 of title 10, United States Code (Reference (c)) and establish the Charter for the Defense Standardization Council.

2. **APPLICABILITY.** This Instruction applies to OSD, the Military Departments, 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 (hereinafter referred to collectively as the “DoD Components”).

3. **POLICY.** It is DoD policy that:

a. The Department of Defense shall maintain a single, integrated DSP to promote standardization of materiel, information technology, facilities, and engineering practices in accordance with Reference (c).

b. Non-government standards shall be used in preference to developing and maintaining Government specifications and standards as required by section 12(d) of Public Law 104-113 (Reference (d)), unless they fall under one of the exceptions specified in section 12(d) of Reference (d).

c. DoD specifications, standards, and other related DoD standardization documents shall be developed and maintained in accordance with DoD Manual 4120.24 (Reference (e)).

4. **RESPONSIBILITIES.** See Enclosure 2.

5. PROCEDURES. The DoD Components shall implement procedures in Reference (e).

6. RELEASABILITY. Cleared for public release. This Instruction is available on the Directives Division Website at <http://www.esd.whs.mil/DD>.

7. SUMMARY OF CHANGE 2. This change reassigns the office of primary responsibility for this instruction to the Under Secretary of Defense for Research and Engineering in accordance with the July 13, 2018 Deputy Secretary of Defense Memorandum (Reference (f)).

8. EFFECTIVE DATE. This Instruction is July 13, 2011.



ASHTON B. CARTER
Under Secretary of Defense for
Acquisition, Technology, and Logistics

Enclosures

1. References
2. Responsibilities
3. Charter, Defense Standardization Council

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5134.01, "Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L))," December 9, 2005, as amended
- (b) DoD Instruction 4120.24, "Defense Standardization Program (DSP)," June 18, 1998 (hereby cancelled)
- (c) Sections 2451, 2452, and 2457 of title 10, United States Code
- (d) Section 12(d) of Public Law 104-113, "National Technology Transfer and Advancement Act," March 7, 1996
- (e) DoD Manual 4120.24, "Defense Standardization Program (DSP) Procedures," September 24, 2014
- (f) Deputy Secretary of Defense Memorandum, "Establishment of the Office of the Under Secretary of Defense for Research and Engineering and the Office of the Under Secretary of Defense for Acquisition and Sustainment," July 13, 2018
- (g) DoD Instruction 5025.01, "DoD Issuances Program," August 1, 2016, as amended
- (h) DoD Instruction 5105.18, "DoD Intergovernmental and Intragovernmental Committee Management Program," July 10, 2009, as amended

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS (USD(AT&L)). The USD(AT&L) shall:

- a. Provide DoD DSP policy.
- b. Appoint an individual to serve as the DoD Standardization Executive, who shall:
 - (1) Develop and maintain Reference (e) in accordance with DoDI 5025.01 (Reference (g)).
 - (2) Exercise authority over the functions of the DSP.
 - (3) Chair the Defense Standardization Council in accordance with Enclosure 3.
 - (4) Serve as the standardization executive for the DoD Components without a designated standardization executive.

2. DIRECTOR, DEFENSE STANDARDIZATION PROGRAM OFFICE (DSPO). The Director, DSPO, under the authority, direction, and control of the USD(AT&L), through the Deputy Assistant Secretary of Defense for Systems Engineering, shall:

- a. Prepare, maintain, and disseminate DSP policies, procedures, and guidance.
- b. Assign lead standardization activity responsibilities to DoD Components.
- c. Resolve interdepartmental standardization issues.
- d. Interface with non-Government standards bodies on standardization policy issues.
- e. Represent the Department of Defense on the Interagency Committee on Standards Policy.
- f. Participate with defense treaty organizations and multinational organizations and forums on standardization policy.
- g. Establish procedures for the electronic indexing, distribution, and accessing of standardization documents.
- h. Serve as the DoD proponent for standardization training courses.

3. HEADS OF THE DOD COMPONENTS. The Heads of the DoD Components shall:

a. Ensure that materiel standardization, including information technology and facilities, is addressed throughout the acquisition process.

b. Ensure compliance with specifications and standards required by law, regulations, and international standardization agreements, as applicable.

c. Ensure compliance with the DSP procedures in Reference (e).

d. Ensure that necessary planning, programming, and budgeting resources are provided to Component personnel to develop and maintain specifications, standards, and other related standardization documents in accordance with Reference (e).

e. Designate a senior official as the Component Standardization Executive, as described in Enclosure 3, to ensure the implementation of this Instruction and identify organizations within the DoD Component that are authorized to serve as one of the standardization management activity functions in Reference (e).

f. Ensure that Component personnel in an authorized standardization management activity have received the necessary training to carry out their functions.

g. Ensure that canceled DSP documents are not cited in a solicitation or contract without a waiver for one-time use or a request for reinstatement of the document for recurring use in accordance with the procedures of the DoD Component.

ENCLOSURE 3

CHARTER, DEFENSE STANDARDIZATION COUNCIL

1. PURPOSE. This charter establishes the rules and procedures for the operation of the Defense Standardization Council, hereafter referred to as “the Council.” The Council provides senior management oversight and direction for implementing the DSP and other initiatives related to DoD specifications and standards.

2. DEFENSE STANDARDIZATION COUNCIL. The Council, established according to DoDI 5105.18 (Reference (h)), shall be composed of the DoD Standardization Executive and the Component Standardization Executives. The DoD Standardization Executive will chair the meetings. Other DoD Components will be invited to participate on an ad hoc basis as the agenda warrants.

a. Role of the Defense Standardization Council

(1) Advise the USD(AT&L) on the implementation of business improvement initiatives that relate to specifications and standards.

(2) Develop policies to improve acquisition through the use of standardization, commercial and non-developmental items, acquisition streamlining, and other related functions.

(3) Identify goals and the resources necessary to accomplish these goals.

(4) Influence resource commitment decisions to implement the Defense Standardization Program.

(5) Support the development and use of interoperability standards for national and international use.

(6) Undertake to resolve issues that cannot be resolved at the Component level, and to make recommendations to the USD(AT&L).

(7) Establish ad hoc working groups, as required, to conduct studies or recommend solutions to problems.

b. Role of the Chair

(1) Call and conduct a meeting of the Council.

(2) Assign tasks and projects to the DoD Components.

c. Role of the Members

- (1) Participate in Council activities.
- (2) Recommend agenda items and Component issues to be considered by the Council.
- (3) Ensure that the procedures and decisions of the Council are implemented by the DoD Components.
- (4) Provide participants to serve on ad hoc working groups established by the Council.

d. Operating Procedures

- (1) The Council will meet at the call of the Chair.
- (2) Agenda will be furnished to the members in advance of each meeting.
- (3) Minutes will be prepared and distributed to the members after each meeting.

GLOSSARY

ABBREVIATIONS AND ACRONYMS

DoDI	DoD Instruction
DSP	Defense Standardization Program
DSPO	Defense Standardization Program Office
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology and Logistics