



## DoD INSTRUCTION 5010.35

### DEFENSE RESOURCES MANAGEMENT INSTITUTE (DRMI)

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<b>Originating Component:</b>	Office of the Under Secretary of Defense (Comptroller)/Chief Financial Officer, DoD
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<b>Approved by:</b>	Elaine A. McCusker, Acting Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense

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**Purpose:** In accordance with the authority in DoD Directive (DoDD) 5118.03, Volume 410 of DoD Instruction (DoDI) 1400.25, and DoDI 5105.18, this issuance:

- Establishes policy, assigns responsibility, and prescribes procedures for the DRMI.
- Reassigns DRMI's funding from the Department of Defense Human Resources Activity to the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense (USD(C)/CFO).
- Authorizes and updates the composition of the DRMI Policy Guidance Council (DRMI-PGC).
- Establishes a senior executive level DRMI Working Group (DRMI-WG).
- Combines the positions of the Director, DRMI and the Executive Director, DRMI into the Executive Director of the DRMI.
- Establishes the nomination and approval process for the Executive Director of the DRMI.

## TABLE OF CONTENTS

SECTION 1: GENERAL ISSUANCE INFORMATION .....	3
1.1. Applicability. ....	3
1.2. Policy. ....	3
SECTION 2: RESPONSIBILITIES .....	4
2.1. USD(C)/CFO. ....	4
2.2. USD(P).....	5
2.3. Director, DSCA.....	5
2.4. Director of Cost Assessment and Program Evaluation (DCAPE).....	5
2.5. OSD and DoD Component Heads. ....	5
2.6. Secretary of the Navy.....	5
2.7. Secretary of the Army. ....	6
2.8. Secretary of the Air Force.....	6
SECTION 3: PROCEDURES .....	7
3.1. General.....	7
3.2. Executive Director of the DRMI.....	7
GLOSSARY .....	9
G.1. Acronyms .....	9
REFERENCES .....	10

## **SECTION 1: GENERAL ISSUANCE INFORMATION**

### **1.1. APPLICABILITY.** This issuance:

a. 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 (referred to collectively in this issuance as the “DoD Components”).

b. Does not apply to professional military education and training, or civilian institution degree programs, except for those specifically concerned with resource allocation and management functions provided by the DRMI.

### **1.2. POLICY.** The DRMI:

a. In accordance with Volume 410 of DoDI 1400.25, provides integrated, professional education to selected military and civilian personnel involved in resource allocation and management functions.

b. Conducts courses on the management of defense resources that enhance the understanding, competence, and capabilities of U.S. military and civilian personnel involved in the development, operation, or maintenance of DoD and other government management systems.

c. Emphasizes analytical concepts and techniques drawn from the disciplines of management, economics, decision sciences, and quantitative methods, as they apply to the allocation and use of financial, logistic, and manpower resources.

d. Provides such courses for foreign countries and international agencies as may be requested in accordance with applicable laws and regulations, and as may be justified on the basis of benefit to the U.S. Government, subject to the approval of the Under Secretary of Defense for Policy (USD(P)).

e. Encourages and maintains a program of research on methods, processes, and education regarding the management of defense resources.

f. Develops understanding and improves competence in analysis and decision-making techniques as they apply to the allocation and use of resources.

## SECTION 2: RESPONSIBILITIES

**2.1. USD(C)/CFO.** In addition to the responsibilities in Paragraph 2.5., the USD(C)/CFO:

- a. Exercises overall supervision of the DRMI.
- b. Nominates the Executive Director of the DRMI from the civilian faculty (approved by a majority vote of the DRMI-PGC).
- c. Chairs the DRMI-PGC, which:
  - (1) Provides policy, curricula, research, and consultation guidance for the operation of the DRMI.
  - (2) Conducts annual course reviews, in accordance with the guidelines established by Volume 410 of DoDI 1400.25.
- d. Includes the DRMI annual budget as a separate line item in the USD(C)/CFO budget and financial plan and budgets for finances and those expenses incident to the operation of the DRMI, except for:
  - (1) The pay, allowances, and permanent-change-of-station travel expenses of military personnel detailed to assist in the management and operation of the DRMI, including instructors. These expenses are paid for by the DoD Components to which the personnel are assigned.
  - (2) The pay, allowances, and temporary duty travel and per diem costs of military and DoD civilian personnel attending the DRMI as students, which are paid for by the sponsoring or parent organization.
  - (3) Courses for non-DoD personnel, which will be provided under resource constraints on a reimbursable basis. Reimbursement for foreign military and civilian nationals will occur, in accordance with DoDD 5132.03 and Volume 15 of DoD 7000.14-R. Tuition fees will be assessed for other federal agencies, in accordance with DoDI 4000.19, and for non-federal organizations, in accordance with Chapter 4 of Volume 11A of DoD 7000.14-R. Student costs, such as travel, per diem, and subsistence, are paid for by the sponsoring organization.
  - (4) Facilities and their maintenance, which is the responsibility of the Navy in accordance with Paragraph 2.4.
- e. Designates a representative to Chair the DRMI-WG, who examines DRMI-related issues and initiatives and provides information and recommendations to DRMI-PGC members for decision making, including:
  - (1) DRMI policy, operations, funding, official processes and procedures, and other matters that support the organizational health, welfare, and maturity of DRMI and its faculty and staff.

(2) Topics, activities, events, and priorities of the DoD that could lead to advances in the quality of the DRMI's integrated, executive education programs.

(3) Management, review, and updates to the content of governing documents for the DRMI. This may include generating or updating memorandums of understanding and DoD and Navy issuances.

(4) Information to DoD Components about the DRMI courses and identifying participants (students) for attendance.

**2.2. USD(P).** In addition to the responsibilities in Paragraph 2.5., the USD(P):

a. Reviews proposals for providing courses to foreign countries and international agencies with the assistance of the Defense Security Cooperation Agency (DSCA) and consistent with Sections 5151 and 2778 of Title 22, United States Code.

b. Serves on the DRMI-PGC.

c. Designates a representative to serve on the DRMI-WG.

**2.3. DIRECTOR, DSCA.** Under the authority, direction, and control of the USD(P), and in addition to the responsibilities in Paragraph 2.5., the Director, DSCA, in coordination with the USD(C)/CFO, designates a representative to serve on the DRMI-WG.

**2.4. DIRECTOR OF COST ASSESSMENT AND PROGRAM EVALUATION (DCAPE).**

In addition to the responsibilities in Paragraph 2.5., the DCAPE:

a. Serves on the DRMI-PGC.

b. Designates a representative to serve on the DRMI-WG.

**2.5. OSD AND DOD COMPONENT HEADS.** The OSD and DoD Component heads:

a. Nominate students to attend the DRMI.

b. Provide military or civilian personnel for the DRMI staff and faculty, as requested by the chairperson of the DRMI-PGC.

c. Participate in the curriculum review process when requested.

**2.6. SECRETARY OF THE NAVY.** As the DoD Executive Agent of the DRMI, in accordance with DoDDs 5118.03 and 5101.1, and in addition to the responsibilities in Paragraph 2.5, the Secretary of the Navy:

- a. Provides manpower billets (military and civilian) for the DRMI.
- b. Provides and maintains executive education facilities essential to the operation of the DRMI.
- c. Provides administrative and logistic support to the DRMI (on a reimbursable basis).
- d. Designates a representative to serve on the DRMI-PGC.
- e. In coordination with the USD(C)/CFO, designates a representative to serve on the DRMI-WG.

**2.7. SECRETARY OF THE ARMY.** In addition to the responsibilities in Paragraph 2.5, and in coordination with the USD(C)/CFO, the Secretary of the Army designates a representative to serve on the DRMI-WG.

**2.8. SECRETARY OF THE AIR FORCE.** In addition to the responsibilities in Paragraph 2.5, and in coordination with the USD(C)/CFO, the Secretary of the Air Force designates a representative to serve on the DRMI-WG.

## SECTION 3: PROCEDURES

### 3.1. GENERAL.

- a. The DRMI is a joint entity of the DoD, operating under the overall supervision of the USD(C)/CFO.
- b. The DRMI consists of:
  - (1) An executive director who will be appointed in accordance with Paragraph 2.1.b.
  - (2) Students, comprising military and civilian personnel, selected from nominations of the DoD Components, international agencies, and foreign countries.
  - (3) Other subordinate positions and elements as established by the Executive Director of the DRMI, within authorized resources.
- c. The DRMI is under the direction of the DRMI-PGC. The DRMI-PGC consists of:
  - (1) USD(C)/CFO.
  - (2) USD(P).
  - (3) DCAPE.
  - (4) A representative appointed by the Secretary of the Navy.
- d. The DRMI is supported by the DRMI-WG, with membership consisting of Senior executive-level representatives from the:
  - (1) USD(C)/CFO.
  - (2) USD(P).
  - (3) DCAPE.
  - (4) Secretary of the Army.
  - (5) Secretary of the Air Force.
  - (6) Secretary of the Navy.
  - (7) DSCA.

**3.2. EXECUTIVE DIRECTOR OF THE DRMI.** Under the authority, direction, and control of the USD(C)/CFO, the Executive Director of the DRMI:

- a. Conducts studies on the management of defense resources courses.
- b. Conducts research on the management of defense resources education and research relevant to academic fields supporting resources management education.
- c. Disseminates current resource management information assembled or developed at the DRMI.
- d. Provides consulting services to the DoD Components on resource management matters.
- e. Maintains liaison with the DRMI-PGC.
- f. Acts as the subject matter expert in support of the DRMI-WG.
- g. Provides consulting services to foreign governments, on a reimbursable basis as required, through foreign military sales and related Office of the USD(P) procedures, subject to appropriate approval in accordance with DoDD 5132.03.



## **GLOSSARY**

### **G.1. ACRONYMS**

DCAPE	Director of Cost Assessment and Program Evaluation
DoDD	DoD directive
DoDI	DoD instruction
DRMI	Defense Resources Management Institute
DRMI-PGC	Defense Resources Management Institute-Policy Guidance Council
DRMI-WG	Defense Resources Management Institute-Working Group
DSCA	Defense Security Cooperation Agency
USD(C)/CFO	Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense
USD(P)	Under Secretary of Defense for Policy

## **REFERENCES**

- DoD 7000.14-R, Volume 11A, “Department of Defense Financial Management Regulation: Reimbursable Operations, Policy and Procedures,” November 2014, as amended
- DoD 7000.14-R, Volume 15, “Department of Defense Financial Management Regulation: Security Cooperation Policy,” August 2013, as amended
- DoD Directive 5101.1, “DoD Executive Agent,” September 3, 2002, as amended
- DoD Directive 5118.03, “Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense (USD(C)/CFO),” April 20, 2012
- DoD Directive 5132.03, “DoD Policy and Responsibility Relating to Security Cooperation,” December, 29, 2016
- DoD Instruction 1400.25, Volume 410, “DoD Civilian Personnel Management System: Training, Education, and Professional Development,” September 25, 2013
- DoD Instruction 4000.19, “Support Agreements,” April 25, 2013, as amended
- DoD Instruction 5105.18, “DoD Intergovernmental and Intragovernmental Committee Management Program,” July 10, 2009, as amended
- United States Code, Title 22