



## DISA INSTRUCTION 270-50-9

# LIFE CYCLE SUSTAINMENT PLANNING

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**Purpose:** In accordance with the authority contained in DoD Directive 5105.19, Defense Information Systems Agency, 15 February 2022, this issuance outlines principles, prescribes policy, and assigns responsibilities and duties for life cycle sustainment planning for all Defense Information Systems Agency acquisitions.

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## SECTION 1: GENERAL ISSUANCE INFORMATION

**1.1. APPLICABILITY.** This issuance applies to the Defense Information Systems Agency (DISA) and other components of the Department of Defense (DoD) over which the Agency has been authorized administrative control.

### 1.2. POLICY.

a. All DISA acquisitions will execute sustainment activities in compliance with applicable Federal laws and regulations. In addition, they should also follow all applicable DoD 5000 Series Instructions, such as DoD Instruction (DoDI) 5000.91, Product Support Management for the Adaptive Acquisition Framework, 4 November 2021, regarding Life Cycle Sustainment Plan (LCSP) requirements (Section 4.3.b.).

b. All DISA acquisitions will develop the LCSP as early as possible as the primary program management reference governing life cycle sustainment planning and execution from program inception to disposal, as described in DoDI 5000.91, Section 4.3.b. The LCSP may be tailored in accordance with Section 4.3.c. of that instruction.

c. All DISA acquisitions will obtain the signature of the Milestone Decision Authority (MDA), Decision Authority (DA), Acquisition Decision Authority (ADA), or delegated authority on the LCSP signifying approval. Subsequent revisions to the LCSP should be approved by the MDA, DA, ADA, or delegated authority.

d. Technology refreshment (or tech refresh) and sustainment support planning will be documented in the LCSP. All planned tech refresh costs, recurring testing, support tools, and supporting personnel manpower costs will be included in the Life Cycle Cost Estimate (LCCE). Once the capability has exhausted its useful life and must be sunset or decommissioned, tech refresh plans must reflect the requisite steps for the cessation of the capability and disposal of related materiel. For additional information regarding sunseting/decommissioning of capabilities see the Sunsetting/Decommissioning SharePoint page.

e. All DISA acquisitions shall be managed in compliance with DoDI 5000.91, Section 4, which addresses LCSP requirements. LCSP templates can be found on the CAE Acquisition One Stop Reference Tool. The LCSP will be updated at each milestone and/or equivalent decision point and prior to each revision to the Product Support Strategy (PSS), or every 5 years (see DoDI 5000.91, Section 7.1.c.). Additional LCSP guidance is provided in the Product Support Manager (PSM) Guidebook.

f. All DISA acquisitions will comply with DoD and DISA policies for all data created, collected, received, stored, used, maintained, or disseminated. Additionally, special emphasis is given to proper data migration, archival, and preservation to facilitate subsequent use of data. The steps taken to archive and store data must be in accordance with DISA records management policies and National Archives and Records Administration policies and requirements for data retention. Follow DISA Directive-Type Memorandum (DTM) 2022-06, DISA Data Sharing Policy, 22 September 2022, which establishes policy and assigns responsibilities for the secure

sharing of DISA data throughout DISA, mission partners, and service providers as directed by DoD memorandums and directives. Use the DISA Data Strategy Implementation Plan (IPlan), v1.0, July 2022, to guide actions for a better data posture. For additional information on DoD and DISA data policies see the DISA Office of the Chief Data Officer (CDO) SharePoint pages.

g. All DISA acquisitions will incorporate testing processes that include test cases for sustainability. All sustainability testing scenarios will be included in the Test and Evaluation Master Plan (TEMP) or equivalent test plan.

h. All DISA acquisitions of capabilities to be connected to the Department of Defense Information Network (DODIN) must incorporate sustainment requirements in the Cybersecurity Strategy in accordance with DoDI 8580.1, Information Assurance (IA) in the Defense Acquisition System, 9 July 2004; DoDI 8500.01, Cybersecurity, 14 March 2014, Change 1, 7 October 2019; and DoDI 8510.01, Risk Management Framework for DoD Systems, 19 July 2022.

i. The security posture for all DISA information systems required to maintain a DoD certification and accreditation will be evaluated in accordance with the methodology outlined in DoDI 8500.01.

j. Performance-based logistics (PBL) arrangements will be applied to all DISA acquisitions in accordance with DoDI 5000.91, Section 4.7.

k. Acquisition of Services efforts to deliver product support capabilities to DISA mission partners will comply with the provisions of PBL guidance and best practices in accordance with the DoD PBL Guidebook, 2016.

l. Supply Chain Risk Management requirements will be implemented for all DISA acquisitions in accordance with DISA Instruction 240-110-44, Supply Chain Risk Management, 14 September 2014, and DoDI 4140.01, DoD Supply Chain Materiel Management Policy, 6 March 2019. Counterfeit prevention techniques will be implemented in accordance with DoDI 4140.67, DoD Counterfeit Prevention Policy, 26 April 2013, Change 3, 6 March 2020. Program managers (PMs) will continue to conduct Supply Chain Risk Management Assessments throughout the acquisition life cycle.

m. All DISA acquisitions of a mission critical function supporting the direct fulfillment of military or intelligence missions will monitor and mitigate component supplier risk and vulnerabilities throughout sustainment in accordance with DoDI 5200.44, Protection of Mission Critical Functions to Achieve Trusted Systems and Networks (TSN), 5 November 2012, Change 3, 15 October 2018.

n. All DISA acquisitions will follow the DoD Planning, Programming, Budgeting and Execution (PPBE) strategic planning process per DoDD 7045.14, The Planning, Programming, Budgeting and Execution (PPBE) Process, 25 January 2013, Change 1, 29 August 2017. Realistic sustainment cost and budget estimates, along with comprehensive support

documentation, will be maintained every year by updates from actual spending for support in the budgeted proposed categories.

o. Sustainability documentation will be reviewed over the system life cycle to reflect any programmatic cost, schedule, and performance trade-offs. Sustainability documentation will explicitly address user experience, performance monitoring, planning and implementation, and be reflected in budget documents. Sustainment documentation, including the LCSP, will be modified to reflect changes in mission partner operational needs, advances in technology, changes in evolving threats, process improvements, fiscal constraints, plans for follow-on systems, or any other changes impacting the capability's PSS.

p. All DISA acquisitions are required to contain the Item Unique Identification (IUID) contract clause(s) in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 211.274-2, Policy for Item Unique Identification. For more information see DISAI 270-165-8, Accountability and Internal Controls for DISA Equipment and Other Accountable Property, 29 June 2022.

q. All DISA acquisitions will employ a "Should Cost" management and analysis approach to identify and implement system and enterprise sustainment cost reduction initiatives. For more information on Should Cost, see the Operating and Support Cost Management Guidebook, February 2016.

**1.3. SUMMARY OF CHANGES.** The glossary at the end of this issuance was removed because there is a glossary of acquisition terms available on the DAU website. The reference to CAE's Acquisition Support Center was removed due to CAE re-organization. The document reflects changes to the DoDD 5000.01, The Defense Acquisition System, 9 September 2020; DoDD 5105.19, the new DoDI 5000.02, Operation of the Adaptive Acquisition Framework, 23 January 2020, Change 1, 8 June 2022; and DoDI 5000.91, which covers multiple new adaptive acquisition framework pathways. Sunsetting/ Decommissioning related references, processes, and links have been added.

#### **1.4. PRINCIPLES.**

a. DISA acquisitions include portfolios, programs, projects, services, initiatives, or other acquisition-related matters. All DISA acquisitions will be managed in compliance with applicable laws and regulations.

(1) All DISA acquisitions will be overseen by a MDA, DA, or ADA, as determined by the Component Acquisition Executive (CAE). The CAE serves as the MDA/DA/ADA. Based on the complexity and scope of the acquisition, the CAE can further delegate program and project decision authority to the Vice Component Acquisition Executive (VCAE), a Program Executive Officer (PEO), and/or a Director (of a Center or Directorate). A Senior Decision Authority (SDA) can be delegated decision authority for projects and Acquisition of Services.

(2) The MDA/DA/ADA/VCAE/PEO/SDA and/or a Director (of a Center or Directorate), hereinafter is referred to as the delegated authority. The delegated authority will tailor program and/or project strategies and oversight, phase content, the timing and scope of decision reviews,

and decision levels based on the characteristics of the capability being acquired (including complexity, risk, and urgency) to satisfy user requirements.

b. All personnel involved in DISA acquisitions will comply with applicable laws and regulations, exercise ethical performance, practice sound decision-making, and execute proper fiscal stewardship. In addition, they will question any perceived impropriety and report it to the appropriate authorities.

c. Mission partner(s) involvement is imperative to the delivery of quality, sustainable capabilities at the lowest possible life cycle cost. Mission partner(s) participation will be included in sustainment planning and implementation throughout the entire acquisition life cycle to ensure the availability of agreed-upon capabilities codified using agreed-upon metrics tailored to the mission supported and documented in service level agreements (SLAs).

d. Strong systems and software engineering principles will guide sustainment activities throughout the entire acquisition life cycle. Value engineering procedures and processes must be implemented for analyzing all DISA acquisitions to improve military worth or reduce acquisition and ownership costs during sustainment, in accordance with DoDI 4245.14, DoD Value Engineering (VE) Program, 26 October 2012, Change 2, 15 October 2018. As appropriate, program managers (PMs) should consider the use of a Value Engineering Change Proposal (VECP) from their contractors under the provisions of the Federal Acquisition Regulation (FAR) Part 48, Value Engineering. These VECPs can lower overall life cycle costs, increase quality, and improve mission capabilities.

e. Sustainment planning will include activities from inception to ending at the sunset/decommissioning of the capability and disposal of related materiel. In accordance with DoDI 5000.91 (Section 4.3), all DISA acquisitions will be documented in a PSS in the initial Acquisition Strategy (AS) and the PSS will continually evolve as capabilities mature throughout the acquisition life cycle. All DISA acquisitions will include a sunsetting/decommissioning plan in their PSS. For additional guidance on sunsetting/ decommissioning, see the [Sunsetting/Decommissioning SharePoint page](#). All PSS will address affordability and incorporate strategies to look for efficiencies throughout the life cycle.

f. Sustainment metrics will be developed and included in the PSS to assist in assessing the ongoing status of all DISA acquisitions (DoDI 5000.91, Section 4.8). PMs are responsible for establishing performance goals, including sustainment Key Performance Parameters (KPPs) and Key System Attributes (KSAs) for materiel availability, materiel reliability, operating and support costs, and mean down time. The PM may develop and include other outcome metrics as necessary. PM-selected metrics will be reviewed and approved by the Senior Executive Service/General Officer-level leadership of the support organizations to ensure compliance with support strategies, funding, tools, monitoring strategies, and unique program attributes.

g. Life cycle sustainment planning structures, the tailoring of sustainment processes, and required documentation and reporting for all DISA acquisitions will be based on the size, complexity, risk, life cycle phase, type of acquisition, mission requirements, and other relevant factors.

h. Life cycle sustainment trade-offs will be managed in a systematic manner such that near-term affordability decisions, as well as adjustments to the programmatic constraints of cost, schedule, and performance, are acknowledged and documented for any future required remedial actions.

i. Sustainment and logistics best practices and lessons learned should be employed across the acquisition life cycle of all DISA acquisitions to the greatest extent practicable. Lessons learned should be documented and reviewed. Whenever possible, lessons learned should be included in program reviews, sunsetting/decommissioning documentation, or other reporting opportunities.

j. DISA acquisitions will meet sustainment performance requirements, remain affordable, ensure vendor competition, and continue to seek cost reductions by applying incentive-based agreements throughout the Operations and Support Phase.

k. PMs are the single point of accountability for product support management. The PM, Product Support Manager (PSM), or life-cycle logistician will employ the product support procedures as outlined in DoDI 5000.91, Section 4, while coordinating life cycle support activities over the life of the program.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. COMPONENT ACQUISITION EXECUTIVE (CAE).** The CAE will:

- a. Provide oversight and support of life cycle sustainment planning and implementation in accordance with laws and regulations. For information see DoDI 5000.91.
- b. Appoint a MDA, DA, ADA, PEO, or delegated authority to provide oversight and management of delegated DISA acquisitions.
- c. Designate PSMs. For additional information see DoDI 5000.91, Section 2.9.b.(2).
- d. Ensure the sustainment activities are fully funded based on the LCCE and executable prior to approval.
- e. Ensure life cycle sustainment planning is conducted from the start of the acquisition life cycle and assessed to support progression through deployment, sustainment, and disposal.
- f. Ensure sustainment costs are commensurate with the evolution of the capability and that they are included in any LCCEs.
- g. Provide logistics guidance, sustainment tools, and templates to support the Program Management Office.
- h. Ensure acquisition personnel involved directly in sustainment planning, evaluation, and implementation are adequately trained.
- i. Provide management and oversight to track the accession, training, education, career development, enhancement, and Defense Acquisition Workforce Improvement Act certification of the logistics workforce.
- j. Review acquisition and procurement documentation (e.g., AS, Cybersecurity Strategy, LCSP, etc.) for compliance with logistics, sustainment, and PBL requirements, as appropriate.

### **2.2. PROGRAM EXECUTIVE OFFICER (PEO).** The PEO will:

- a. Provide oversight and management of delegated DISA acquisitions.
- b. Implement life cycle sustainment and logistics management processes that are in accordance with applicable laws and regulations.
- c. Provide support for life cycle sustainment planning and implementation.
- d. Establish reportable thresholds to evaluate execution of sustainment planning and execution criteria at milestone decisions.



- e. Establish leading, trailing, and summary metrics (i.e., trigger points) to enable correction of performance issues prior to mission partner impact.
- f. Ensure periodic reviews are conducted that incorporate life cycle sustainment planning for the purpose of portfolio management and support for acquisition life cycle oversight.
- g. Ensure life cycle sustainment and logistics planning is conducted from the start of the acquisition life cycle and assessed to support progression through deployment, sustainment, and disposal. This assessment will explicitly include the program's compliance in meeting SLAs with its supported customer base.
- h. Ensure the sustainment activities are fully funded based on the LCCE and executable prior to approval.
- i. Provide management and oversight to track the accession, training, education, career development, and enhancement of the logistics workforce.
- j. Review acquisition and procurement documentation (e.g., AS, Cybersecurity Strategy, LCSP, etc.) for compliance with logistics, sustainment, and PBL requirements, as appropriate.

**2.3. MILESTONE DECISION AUTHORITY (MDA), DECISION AUTHORITY (DA), ACQUISITION DECISION AUTHORITY (ADA), OR DELEGATED AUTHORITY.** The MDA, DA, ADA, or delegated authority will:

- a. Exercise acquisition authority for assigned DISA acquisitions and report to the CAE on the range of acquisition matters.
- b. Provide oversight and support of life cycle sustainment planning and implementation in accordance with applicable laws and regulations.
- c. Ensure the sustained capability is fully funded to the LCCE and executable prior to approval of all acquisition efforts.
- d. Establish reportable thresholds to evaluate execution of sustainment planning.
- e. Establish leading and summary metrics (i.e., trigger points) to enable correction of performance issues prior to mission partner impact.
- f. Ensure periodic milestone decisions and decision reviews incorporate life cycle sustainment.
- g. Ensure life cycle sustainment and logistics planning is conducted from the start of the acquisition life cycle and assessed to support progression through deployment, sustainment, and disposal.
- h. Approve life cycle sustainment planning and implementation at milestone decision reviews or key decision points.

i. Provide management and oversight to track the accession, training, education, career development, and enhancement of the logistics workforce.

j. Review acquisition and procurement documentation (e.g., AS, Cybersecurity Strategy, LCSP, etc.) for compliance with logistics and sustainment requirements (e.g., sustainment, IUID, PBL, and property accountability policies, etc.), as appropriate.

k. Provide situational awareness of acquisition, life cycle support, and programmatic information, including decision criteria and rationale, to DISA senior leadership and stakeholders.

**2.4. PORTFOLIO MANAGER, PROGRAM MANAGER (PM), PROJECT LEAD, OR SERVICE MANAGER (SM).** These individuals for respective DISA acquisitions will:

a. Initiate life cycle sustainment planning from the start of the acquisition life cycle to address life cycle sustainment planning considerations, implement the plan, and deliver an effectively sustained capability.

b. Develop life cycle sustainment documentation and ensure the documentation is assessed and updated to reflect the current state of sustainment throughout the life cycle.

c. Develop a LCSP to minimize total life cycle cost while optimizing operational readiness and sustainability objectives.

d. Ensure mission partner participation in sustainment planning and implementation throughout the entire acquisition life cycle.

e. Establish reportable product and process metrics, with threshold values determined by participation of the mission partners, to monitor performance that may be adjusted as needed to satisfy warfighter requirements. These will be codified and monitored in SLAs tied to the user experience monitoring and performance tracking processes documented within the program sustainment planning.

f. Tailor the LCSP to be commensurate with the size, complexity, risk, life cycle phase, type of acquisition, mission requirements, and other factors, as appropriate.

g. Ensure a certified cost estimator is involved in all new cost estimating requirements.

h. Integrate effective supportability and sustainment strategies into the system engineering processes and document them in the Systems Engineering Plan.

i. Incorporate strong systems and software engineering principles to guide sustainment aspects throughout the acquisition life cycle.

j. Implement value engineering procedures and processes to improve military worth or reduce acquisition and ownership costs in accordance with DoDI 4245.14.

- k. Employ effective PBL planning, development, implementation, and management.
- l. Demonstrate effective supportability and sustainability planning and provide updated status to the MDA, DA, ADA, or delegated authority at milestone decisions points or equivalent decision points (i.e., Logistics Demonstration).
- m. Collaborate with all stakeholders to document performance and sustainment requirements in performance agreements specifying objective outcomes, measures, resource commitments, and stakeholder responsibilities.
- n. Plan for and implement IUID to identify and track applicable critical end items, configuration-controlled items, and Government-furnished property, where applicable.
- o. Ensure acquisition and procurement documentation (e.g., AS, Cybersecurity Strategy, LCSP, etc.) complies with logistics and sustainment requirements (e.g., sustainment, IUID, PBL, and property accountability policies, etc.), as appropriate.
- p. Ensure accountable equipment is properly documented in the Defense Property Accounting System (DPAS).
- q. Establish leading and summary metrics (i.e., trigger points) to enable correction of performance issues prior to mission partner impact.

**2.5. DIRECTORS (CENTER OR DIRECTORATE).** The Directors (Center or Directorate) will:

- a. Provide functional area support for the execution of this issuance, as stated in DISAI 610-225-2, Acquisition Oversight and Management, 19 February 2015.
- b. Provide concurrence on PSS and LCSP.
- c. Review and approve the system monitoring, reporting, and action plans for supportability, including selected metrics and SLAs.

**2.6. DIRECTOR, WORKFORCE SERVICES AND DEVELOPMENT DIRECTORATE (WSD).** The Director, WSD will:

- a. Provide functional area support for the execution of this issuance, as stated in DISAI 610-225-2.

b. Oversee property operations, to include property accountability, and ensure accountability measures are developed and accountable property is maintained within the DPAS.

**2.7. DISA CHIEF INFORMATION OFFICER (CIO)/AUTHORIZING OFFICIAL (AO).**  
The DISA CIO/AO will:

a. Provide information assurance sustainment support consistent with the oversight responsibilities as outlined in DISAI 610-225-2.

b. Assist the PMs with ensuring cybersecurity requirements are met throughout the acquisition life cycle.

c. Provide the appropriate organizational information assurance sustainment planning and implementation support at milestone decisions and key decision points.

**2.8. GENERAL COUNSEL; DIRECTOR, PROCUREMENT SERVICES DIRECTORATE; AND DIRECTOR, DEFENSE SPECTRUM ORGANIZATION.** These individuals will provide functional area support for this issuance as outlined in DISAI 610-225-2.

## GLOSSARY

### G.1. ACRONYMS.

ADA	Acquisition Decision Authority
AO	Authorizing Official
AS	Acquisition Strategy
CAE	Component Acquisition Executive
CDO	Office of the Chief Data Officer
CIO	Chief Information Officer
DA	Decision Authority
DODIN	Department of Defense Information Network
DPAS	Defense Property Accounting System
IUID	Item Unique Identification
KPP	Key Performance Parameters
KSA	Key System Attributes
LCCE	Life Cycle Cost Estimate
LCSP	Life Cycle Sustainment Plan
MDA	Milestone Decision Authority
PBL	Performance-based Logistics
PEO	Program Executive Officer
PM	Program Manager
PSM	Product Support Manager
PPBE	Planning, Programming, Budgeting, and Execution
PSS	Product Support Strategy
SLA	Service Level Agreement
SM	Service Manager
TEMP	Test and Evaluation Master Plan
VE	Value Engineering
VECP	Value Engineering Change Proposal

### G.2. DEFINITIONS.

The Glossary of Acquisition Terms on the Defense Acquisition University webpage contains definitions of the relevant terms used in this issuance.

## REFERENCES

Defense Federal Acquisition Regulation Supplement (DFARS) 211.274-2, Policy for Item Unique Identification

DISA Data Strategy Implementation Plan (IPlan), v1.0, July 2022

DISA Directive-Type Memorandum (DTM) 2022-06, DISA Data Sharing Policy, 22 September 2022

DISAI 240-110-44, Supply Chain Risk Management, 14 September 2014

DISAI 270-165-8 Accountability and Internal Controls for DISA Equipment and Other Accountable Property, 29 June 2022

DISAI 610-225-2, Acquisition Oversight and Management, 19 February 2015

DoDD 5000.01, The Defense Acquisition System, 9 September 2020, Change 1, 28 July 2022

DoDD 5105.19, Defense Information Systems Agency, 15 February 2022

DoDD 7045.14, The Planning, Programming, Budgeting, and Execution (PPBE) Process, 25 January 2013, Change 1, 29 August 2017

DoDI 4140.01, DoD Supply Chain Materiel Management Policy, 6 March 2019

DoDI 4140.67, DoD Counterfeit Prevention Policy, 26 April 2013, Change 3, 6 March 2020

DoDI 4245.14, DoD Value Engineering (VE) Program, 26 October 2012, Change 2, 15 October 2018

DoDI 5000.02, Operation of the Adaptive Acquisition Framework, 23 January 2020, Change 1, 8 June 2022

DoDI 5200.44, Protection of Mission Critical Functions to Achieve Trusted Systems and Networks (TSN), 5 November 2012, Change 3, 15 October 2018

DoDI 5000.91, Product Support Management for the Adaptive Acquisition Framework, 4 November 2021

DoDI 8500.01, Cybersecurity, 14 March 2014, Change 1, 7 October 2019

DoDI 8510.01, Risk Management Framework for DoD Systems, 19 July 2022

DoDI 8580.1, Information Assurance (IA) in the Defense Acquisition System, 9 July 2004  
DoD Performance Based Logistics (PBL) Guidebook, 2016

Federal Acquisition Regulation (FAR) Part 48 – Value Engineering

Operating and Support Cost Management Guidebook, February 2016

Product Support Manager (PSM) Guidebook, 24 May 2022

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