



DEPARTMENT OF THE NAVY
CHIEF INFORMATION OFFICER
1000 NAVY PENTAGON
WASHINGTON, DC 20350-1000

4 August 2017

From: Department of the Navy Chief Information Officer
To: Department of the Navy Principal Deputy Chief Information Officer

Subj: REQUEST TO HOST THE DEPARTMENT OF THE NAVY DATA AND
ANALYTICS CONSORTIUM CONFERENCE WEST, 6 FEBRUARY 2018

Ref: (a) Your Action Memo of 3 Aug 17

1. The request in reference (a) to host the subject conference in San Diego, CA is approved.
2. The Data and Analytics Consortium conference coordinator must:
 - a. Monitor and track registration to ensure that the number of Department of the Navy attendees in a Temporary Additional Duty (TAD) status does not exceed 50 or that total cost does not exceed \$63,100 without prior approval.
 - b. Report conference information to the DoD using the DoD Conference Tool.
3. Attendees should use the Contact Us feature at doncio@navy.mil for questions, and use the Data and Analytics Consortium registration site at doncio@navy.mil to register.
4. Rental cars are not authorized for attendees traveling by air. Other attendees should exercise the lowest cost option for travel in attending this event.
5. Attendees must annotate their travel vouchers if provided meals are accepted.
6. Lodging and meals will be reimbursed to the attendees in a TAD status only at the authorized per diem rate.
7. If applicable, the attendees are required to file tax exemption forms to reduce lodging expenses.
8. Attendees must be good stewards of taxpayer dollars in attending this event.
9. Travel authorizing officials and certifying officers are responsible for protecting taxpayer funds from fraud, waste, abuse, and mismanagement.


Robert W. Foster



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OFFICE OF THE CHIEF INFORMATION OFFICER
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3 August 2017

ACTION MEMO

FOR: Department of the Navy Chief Information Officer

FROM: Dr. Kelly E. Fletcher, Department of the Navy Principal Deputy Chief Information Officer

JKF
8/16/17

SUBJECT: Department of the Navy Data and Analytics Consortium Conference West,
6 February 2018

- Request approval of the DON Data and Analytics Consortium for 6 February 2018 in San Diego, CA. The conference is held each year on the East and West Coast fleet/command concentration areas to minimize cross country travel by attendees.
- The purposes of the DON Data and Analytics Consortium Conferences are to:
 - Facilitate sharing and exchange of information, lessons learned, best practices, resources, research, and assets across the DON regarding data and analytics.
 - Promote and provide training on data and analytics governance, standards, policies, and knowledge baselines.
 - Provide the opportunity for the DON Data and Analytics community to hear directly from DON IT leadership and engage with their peers, allowing them to increase their understanding about enterprise-level data initiatives, and expand their network across the DON for future collaboration and information exchange.
- The conference is extremely cost effective. It is held in San Diego to take advantage of the fleet concentration areas and Navy and Marine Corps commands within driving distance, and the DON CIO does not assess an attendance fee.
 - The total cost to the DON for the DON Data and Analytics Consortium, West Coast 2018 is estimated at \$63,100 (hosting and attendance costs).

RECOMMENDATION: Approve the DON Data and Analytics Consortium conference planned for 6 February 2018 in San Diego, CA.