JOINT TEST AND EVALUATION PROGRAM
4800 Mark Center Drive
Room 10E12
Alexandria, VA 22350-2200

September 12, 2013

OSD-DOT&E/JTE

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Joint Test and Evaluation Program Fiscal Year 2014 - Cycle 1 Call for Quick Reaction Test Nominations

The Office of the Secretary of Defense (OSD)-sponsored Joint Test and Evaluation (JT&E) Program is requesting quick reaction test (QRT) nominations for the first cycle of fiscal year 2014 (FY14-1). This is the first call for QRT nominations under the JT&E Program's new triannual QRT process. We request that the Services, Joint Staff, combatant commands (CCMD), and Department of Defense (DOD) agencies provide candidate nominations to the JT&E Program Office (JPO) as described herein. Nomination packages must follow the QRT Nomination Submittal Outline provided as enclosure 2 to this memorandum.

QRTs are short-term efforts (up to a maximum of 12 months in duration) focused on developing solutions that address urgent, specific, and focused joint warfighter issues within the scope of the JT&E Program as defined in DOD Instruction 5010.41, *Joint Test and Evaluation (JT&E) Program*. The OSD, Services, Joint Staff, CCMDs, or other DOD agencies can sponsor a QRT nomination. However, support from one or more of the following five operational test agencies (OTA) is required for the Office of the Director, Operational Test and Evaluation (DOT&E), to direct a QRT project:

- Air Force Joint Test Program Office (AFJO), Col Anthony Shaw, 702-652-8646
- Army Test and Evaluation Command (ATEC), COL Mark Valeri, 410-278-1001
- Commander, Operational Test and Evaluation Force (COTF), Mr. John Smith, 757-282-5546/Ext. 3386
- Joint Interoperability Test Command (JITC), LTC Fernando Miguel, 301-225-2153
- Marine Corps Operational Test and Evaluation Activity (MCOTEA), Ms. Shannon Krammes, 703-432-0945

It is **highly recommended** that nominating organizations contact at least one OTA prior to submitting a QRT nomination to JPO. The OTA will assist in the development and review of QRT nominations prior to submission. After a QRT is directed, the OTA is responsible for managing the QRT and providing technical oversight for all test planning, execution, and reporting (that is, the QRT project plan, test plan, and final report) in order to complete the QRT within the 12-month timeline. The OTAs, in coordination with DOT&E, have agreed to be the executors of the QRT projects.

Upfront resource investments are required of the organization or agency proposing the QRT. For example, a full-time QRT Test Director in the grade of O-5 or O-6 (GS-14 or GS-15 level equivalent) must be identified in the nomination packet, along with a commitment from the lead sponsoring organization to provide the necessary resources, such as facilities and administrative support, to bed down the QRT project. Additional details are provided in enclosure 2. Key QRT nomination process dates are as follows:

- October 2-3, 2013. JPO joint test and QRT nomination training to be held at the JT&E-Suffolk facility in Suffolk, Virginia. For those who cannot attend in person, a video teleconference or Defense Connect Online (DCO) option will also be available. Participation is strongly encouraged.
- December 19, 2013 (by 1700 Eastern Standard Time). The nomination write-up, operational endorsement and sponsorship letters, and Executive Steering Group (ESG) briefing are all due, as a package, to JPO. Operational endorsement and sponsorship letters must be signed at the flag officer/general officer or senior executive service (SES) equivalent level. Nomination packages will be reviewed by JPO, the QRT Working Group, and the ESG.
- January 28, 2014. The QRT Working Group meeting will be held at the JT&E-Suffolk facility in Suffolk, Virginia, to review all FY14-1 QRT nominations.
- February 4, 2014. An electronic ESG meeting will be called, and ESG representative recommendations will be made to the DOT&E Deputy Director, Air Warfare (DD,AW), as to which nominations should be directed as QRT projects.
- February 18, 2014. Results from the ESG meeting are due back to JPO.

In addition to the normal QRT cycle, the JT&E Program also has an Extremely Urgent (EU) QRT nomination process. EU QRT nominations can be submitted at any time and must address a **critical and time-sensitive** operational need. "Time-sensitive" is defined as the operational need for the test product to be developed, tested, evaluated, and transitioned back to the customer **within six months** of EU QRT project direction. An EU QRT project will be directed by DD,AW for a maximum of six months in duration, and all directed EU QRT projects will be planned and executed by the JT&E Program QRT Director at the JT&E-Suffolk facility. If you have any questions on the EU QRT nomination process, please contact the JT&E Program QRT Director for additional information.

For further guidance on preparing a QRT nomination, new nomination developers should reference the QRT Nomination Submittal Outline (enclosure 2). Please submit QRT nomination packages via e-mail to:

Mr. Melvin Walton, JT&E Program QRT Director
NIPRNET: mel.walton@jte.osd.mil
SIPRNET: mel.walton@jte.osd.smil.mil
-and-
Mr. Dave Treat, JT&E Program QRT Coordinator
NIPRNET: david.treat.ctr@hurlburt.af.mil
SIPRNET: david.treat.ctr@afsoc.af.smil.mil

For further information, please contact Mr. Walton at 757-638-6137 or Mr. Treat at 850-884 -5697.

J.H. Thompson
Program Manager
Joint Test and Evaluation

Enclosures:
1. Distribution List
2. QRT Nomination Submittal Outline

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