



OFFICE OF THE SECRETARY OF DEFENSE
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OPERATIONAL TEST
AND EVALUATION

MEMORANDUM FOR COMMANDER, U.S. ARMY TEST AND EVALUATION
COMMAND
COMMANDER, OPERATIONAL TEST AND EVALUATION
FORCE
COMMANDER, AIR FORCE OPERATIONAL TEST AND
EVALUATION CENTER
DIRECTOR, MARINE CORPS OPERATIONAL TEST AND
EVALUATION ACTIVITY
COMMANDER, JOINT INTEROPERABILITY TEST
COMMAND
DEPUTY UNDER SECRETARY OF THE ARMY, TEST &
EVALUATION COMMAND
DEPUTY, DEPARTMENT OF NAVY TEST &
EVALUATION EXECUTIVE
DIRECTOR, TEST & EVALUATION, HEADQUARTERS,
U.S. AIR FORCE

SUBJECT: Timely Analysis and Reporting of Test and Evaluation Results

The purpose of this memorandum is to emphasize the inherent obligation of the test community and its commanders to report on operational and live fire test results in a timely manner. Prompt reporting must occur for programs proceeding through the regular acquisition process as well as for rapid fielding efforts and other efforts satisfying urgent operational needs. This memorandum applies to Operational Test Agencies and all other test agencies that perform operational or live fire test and evaluation.

Timely analysis and reporting of operational and live fire test results are critical to the DOT&E mission, as well as the mission of every test agency. It is essential that our organizations analyze test data and formally report on test and evaluation as soon as practicable, regardless of whether a formal report is required by regulation or statute. Test results are most effective when they provide feedback as early as possible within the acquisition process. Delays in reporting can prevent senior leaders from recognizing serious problems that may unnecessarily risk the lives of our Service members.

Accordingly, my expectations are as follows:


- Operational test agencies, other test agencies, and DOT&E for oversight



programs, shall report in writing on all operational and live fire testing, regardless of the statutory or regulatory requirement for a report.

- For all programs, this reporting should support, but should not be constrained by, acquisition milestones. Reporting must be accomplished in the most timely manner practicable as results become available. For oversight programs, DOT&E must be kept informed of test results and timelines for reporting throughout report preparation.
- Where appropriate, particularly in support of early or rapid fielding to support time critical operational needs and contingencies, DOT&E and OTAs should publish interim reports to support these activities. Such reports should provide the best assessment possible based on the available data and not be delayed. Such reports should be followed by comprehensive reporting once all data and analyses are available and complete.
- Rapid fielding initiatives pose unique challenges to both developmental and operational testing. In many cases, testers conduct limited initial testing in conjunction with training so as not to slow fielding efforts. This is often necessary, but it inherently increases the risk that a significant problem will not be discovered. Additional testing must continue subsequent to fielding. In these cases, the OTA, and DOT&E if applicable, must fully report on the results of subsequent testing. The plan for such reporting must be included in the applicable TEMP or other planning documentation. Significant problems must be reported promptly to senior leadership of the Department when those problems are identified.
- When necessary, DOT&E will publish an independent report prior to the completion of the test agency report.

Following these guidelines will help us achieve our common goal: rapidly providing key test results to service leaders and operational commanders.


J. Michael Gilmore
Director

cc:
Director, Developmental Test & Evaluation