MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE ARMY FOR TEST AND EVALUATION

DEPUTY, DEPARTMENT OF NAVY TEST AND EVALUATION EXECUTIVE
DIRECTOR, TEST AND EVALUATION HEADQUARTERS, U. S. AIR FORCE
DEFENSE INFORMATION SYSTEMS AGENCY TEST AND EVALUATION EXECUTIVE
ASSOCIATE DIRECTOR INDEPENDENT TEST AND EVALUATION, NATIONAL SECURITY AGENCY
OPERATIONAL TEST AUTHORITY
COMMANDING GENERAL, U. S. ARMY TEST AND EVALUATION COMMAND
COMMANDER, OPERATIONAL TEST AND EVALUATION FORCE
COMMANDER, AIR FORCE OPERATIONAL TEST AND EVALUATION
COMMANDER, JOINT INTEROPERABILITY TEST COMMAND
DIRECTOR, MARINE CORPS OPERATIONAL TEST AND EVALUATION ACTIVITY

SUBJECT: Changes to Approved Operational Test Plans

Barring significant unforeseen circumstances, all elements of an approved test plan must be fully satisfied by the end of an operational test. However, Service Operational Test Agencies (OTAs) will occasionally need to deviate from DOT&E-approved plans as a result of unforeseen circumstances. Some variations are insignificant, such as an amended sequence in which events are executed. However, if a plan cannot be fully executed per my approval, DOT&E concurrence with any changes must be obtained before revised test events are executed. In particular, once testing has begun, modifications to approved elements of the test plan cannot be made prior to the beginning of their execution without consultation with the OTA commander and the concurrence of DOT&E. DOT&E concurrence is not required (and would not be appropriate or practical) when a need to change the execution of an element of the test plan arises in real time as its execution is underway.

If DOT&E on-site representatives are not present at a test and the test director concludes changes to a test plan are warranted that would revise events yet to be conducted, the test director must contact the relevant DOT&E personnel to obtain concurrence with the proposed changes. If it is not possible to contact DOT&E personnel in a timely manner, the test director can proceed with execution of the revised test event but must inform DOT&E of the changes.
made to the test plan as soon as possible. Execution of revised test events deviating from approved test plans must be the exception and not the rule.

J. Michael Gilmore
Director