ASSISTANT SECRETARY OF DEFENSE
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COMMAND, CONTROL,
COMMUNICATIONS, AND
INTELLIGENCE

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MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
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UNDER SECRETARIES OF DEFENSE
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ASSISTANTS TO THE SECRETARY OF DEFENSE
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DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Windows 2000 Upgrade Guidance

The purpose of this memorandum is to provide general guidance for the deployment of Windows 2000 in the Department of Defense (DoD). Components will decide whether, how and when to implement the Windows 2000 operating system. Upgrading to Windows 2000 should be accomplished only after a thorough analysis of the operational environment and development of a migration plan. The migration plan should be consistent with directives issued by the component Chief Information Officer (CIO). No component is required to upgrade to Windows 2000.

However, prior to deploying Windows 2000, each deployment site should:

- Survey the hardware environment to ensure that the platforms meet the minimum requirements to run Windows 2000 and that compatible peripheral drivers are available.
- Survey the software environment to verify software compatibility with Windows 2000.
- Develop and initiate a training plan for system administrators.
- Conduct an economic analysis. This lifecycle analysis should include hardware, software replacement, training and sustainment costs, as well as the costs to procure and install the new operating system and design the Active Directory structure.

Implementation of a consistent Windows 2000 Active Directory naming structure within the DoD will provide the highest level of interoperability. The Directory Services Working

Group of the Defense Information Infrastructure (DII) Common Operating Environment (COE) Configuration Review and Control Board will facilitate the development of naming conventions, so that the components can exchange Active Directory architectural information and tailor their Active Directory structures for interoperability. In order to avoid potential major rework to ensure interoperability, DoD components should delay widespread deployment of Active Directory on production networks until consistent Active Directory naming conventions have been developed.

The DoD is in the process of consolidating the Military Departments' license agreements with Microsoft into a single DoD enterprise license agreement for Microsoft products. The current license agreements offer substantial savings over most other procurement vehicles. A DoD enterprise license agreement promises to offer even greater savings. All components should consider using these agreements when obtaining Microsoft products. In addition to the savings offered by economies of scale, these bulk license agreements should also help speed procurement. Negotiations regarding the enterprise license agreement are expected to be complete by July 2000.

A standard configuration for Windows 2000 desktop and server products will be developed to assist with the uniform installation of Windows 2000 products across the DoD. These versions will be identical to the commercial products, but preconfigured with parameter settings specified by the DoD. A method of distribution will be developed that will provide these preconfigured Windows 2000 products to Original Equipment Manufacturers (OEMs) so that the software installed by the OEM will be the DoD default configuration. The default configuration should reflect the most commonly used parameter settings for each product to minimize the amount of work needed to install Windows 2000. The DII COE Architecture Oversight Group (AOG) in conjunction with the National Security Agency and the AOG working groups will develop the standard configuration for Windows 2000 family of products. Local commands will be able to modify the parameter settings as required to meet mission requirements, consistent with overall Information Assurance policy and appropriate security/risk management processes for the system or function involved.

Microsoft has indicated a willingness to consider research and development recommendations and suggestions for product enhancement from the DoD. Mr. Bill Vass, Office of the Assistant Secretary of Defense (Command Control, Communications and Intelligence) (OASD(C3I)), OSD Network Operations Directorate, (703) 602-1155, bill.vass@osd.mil, will coordinate the collection and prioritization of research and development and product modification topics suggested by DoD activities. OASD(C3I) OSD Network Operations Directorate shall serve as the Microsoft point of contact in establishing the DoD standard configuration and in communicating DoD recommendations for research and development.

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