



DEPARTMENT OF DEFENSE
Defense Commissary Agency
Fort Lee, VA 23801-1800

DIRECTOR'S POLICY

Agency Governance

DP 500-25
January 19, 2012

Corporate Planning
OPR: DeCA/BEX

1. PURPOSE. This policy establishes the Defense Commissary Agency's (DeCA) governance policy and sets forth the Director's expectations. The policy documents the Agency's commitment to effective governance that optimizes use of resources to improve capabilities that support achievement of the vision and goals of the Agency. Effective governance will provide a strong link between planning, budget, investments, and performance and will ensure achievement of those critical activities to maintain the strength and viability of the commissary benefit.

2. POLICY. DeCA is committed to the principles of governance to ensure its resources and activities are aligned to accomplish the Agency's strategic goals and performance objectives. Governance facilitates structured, deliberate strategic planning, data-driven decisionmaking, and integrated activities to achieve expected outcomes. Good governance is characterized by fact-based and transparent decisionmaking and accountability to its stakeholders, customers, and workforce. The following tenets are the framework of DeCA's governance policy and are set forth to define my expectations on how business will be conducted:

- a. The DeCA governance program, and its supporting boards, will serve as the principal method to prioritize and make decisions on resource allocation.
- b. Decisions will be aligned with the Agency's strategic plan and approved performance objectives and metrics to ensure progress and results.
- c. Decisions will be supported with facts, collaborative activities, and will be communicated to ensure appropriate action to achieve results.
- d. Governance will encompass review of investment and performance and sustainment activities to ensure progress, needs for adjustments, or changes to resource allocations.

3. RESPONSIBILITIES.

- a. I expect DeCA executives and senior leaders to:

(1) Use and embrace the use of the Agency's governance program, and ensure decisions are made in consonance with the Agency's strategic plan, vision, and values. Ensure business portfolios support the priorities of the Agency and are managed to produce intended results and outcomes.

(2) Communicate the importance of the use of the Agency's Governance program to their employees. Openly and effectively communicate the Agency priorities and decisions to their employees.

(3) Lead the resource consumption efforts of the Agency's staff in a manner that demonstrates a focus on the Agency's overall goals and objectives.

(4) Commit to achieving results and accepting accountability for the outcomes.

(5) Ensure all relevant information is presented in an unbiased manner.

(6) Promote an environment that fosters development of a due-diligence culture.

(7) Ensure collaboration across business groups, directorates, and special staff offices to minimize waste, redundancy, missed opportunities, and maximize our collective successes.

b. I expect DeCA managers and supervisors to:

(1) Be aware of and demonstrate support for the Agency's Governance program.

(2) Provide timely and accurate documentation to the Governance Board and panels, as required.

(3) Ensure resources are expended only on approved programs, initiatives, and performance goals.

(4) Support and pursue achievement of approved performance targets.

c. I expect all DeCA employees to:

(1) Use resources wisely in performing their work and, as applicable, be aware of the Agency's Governance program tenets.

(2) Manage their work and programs in an effective and efficient way that focuses on results.

(3) Demonstrate, through their workplace behavior, that they believe in the importance of the Agency's mission and our service to our patrons.

4. EFFECTIVE DATE. This Policy is effective immediately.


Joseph H. JEU
Director

Enclosure:
Acronyms

ACRONYMS

DeCA	Defense Commissary Agency
OPR	office of primary responsibility