



DEPUTY UNDER SECRETARY OF THE AIR FORCE (SPACE)

DIRECTOR, DoD EXECUTIVE AGENT FOR SPACE STAFF

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1. Mission. The Secretary of the Air Force (SECAF), pursuant to 10 USC §§ 8013-8016, may establish offices and officials within the Secretariat to assist the Secretary in carrying out his/her responsibilities. As directed by SECAF Memo, *Headquarters Air Force Space Management and Organization*, August 25, 2010, and this Headquarters Air Force (HAF) Mission Directive, the Deputy Under Secretary of the Air Force (Space) (SAF/SP), is established as part of the Secretariat. The SAF/SP, subject to the direction and control of the Under Secretary of the Air Force (USECAF), will direct the Headquarters staff responsible for space policy, issue integration, and strategy. This office will provide the principal support for the USECAF's (SAF/US) role as the HAF focal point for space matters and in coordinating activities across the Air Force space enterprise. The SAF/SP also serves as Director, DoD Executive Agent (EA) for Space Staff (DirEA4SS). The Secretary of the Air Force retains ultimate responsibility for all policies related to the Department of the Air Force. Within his/her areas of responsibility, SAF/SP prepares policies for approval and issues official guidance/procedures via official Air Force publications to ensure implementation of those policies.

2. Organizational Relationships. The Secretary of the Air Force is responsible for, and has all legal authority necessary to conduct, the affairs of the Department of the Air Force. The Secretariat, the Chief of Staff of the Air Force, and Air Staff offices perform their Department of the Air Force functions subject to the authority, direction, and control of the Secretary of the Air Force.

2.1. The SAF/SP reports to USECAF, serves as an agent of the Secretary within assigned policy and program domains, and provides guidance, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, policies, programs, and budgets within his/her area of responsibility. The SAF/SP is accountable to USECAF for results achieved within the policy and program domains assigned by this Directive.

2.2. SAF/SP is part of the Secretariat and as such works closely with other HAF offices to assist the Secretary of the Air Force in carrying out his/her responsibilities. The SAF/SP and the Office of SAF/SP work in coordination with the Assistant Secretary of the Air Force (Acquisition) (SAF/AQ), the Deputy Under Secretary of the Air Force International Affairs (SAF/IA), and their respective offices, as well as other HAF organizations which are responsible, pursuant to Chapters 803 and 805 of Title 10 (10 USC §§ 8013-8023 and §§ 8031-8038), for assisting the Secretary of the Air Force in carrying out his/her responsibilities.

3. Responsibilities. SAF/SP is specifically responsible for:

3.1. Providing the principal support to the Under Secretary's role as the HAF focal point for space matters and in coordinating activities across the Air Force space enterprise.

3.2. Directing the Headquarters staff responsible for space policy, issue integration, and strategy.

3.2.1. *Policy* - Developing, disseminating, implementing, and executing Air Force space policy and guidance.

3.2.2. *Issue Integration* - Ensuring Air Force space activities are properly integrated and coordinated with the Office of the Secretary of Defense (OSD), the Office of the Director of National Intelligence, the Department of Homeland Security, Department of Transportation, National Reconnaissance Office, National Aeronautics and Space Administration, other U.S. agencies, and other national, commercial, and international space activities, as appropriate.

3.2.3. *Strategy* - Advising and supporting the Under Secretary in coordinating short- and long-range strategy, concepts, and planning for Air Force space capabilities.

3.3. Acting as the Air Force Space Board Secretariat to support USECAF and the Vice Chief of Staff.

3.4. Serving as the DirEA4SS.

3.4.1. With the Under Secretary of Defense (Acquisition, Technology, and Logistics) (USD(AT&L)) staff, jointly: serving as the Defense Space Council Executive Secretariat; providing oversight of Space Virtual Major Force Program and architecture development; and advocating DoD Space acquisition programs to Congress.

3.4.2. Reporting to and serving as an agent of the DoD EA for Space within assigned policy and program domains and carrying out duties and responsibilities as directed.

3.4.3. Developing, disseminating, implementing, and executing national security space policy and guidance as directed by the DoD EA for Space.

3.4.4. Providing direction, guidance, and supervision to the DoD EA for Space Staff as they carry out assigned Joint duties for the DoD EA for Space.

4. Delegations of Authority/Assignment of Responsibility. Attachment 1 lists delegated authorities and assigned responsibilities to SAF/SP. The authorities delegated/responsibilities assigned to SAF/SP by this HAF Mission Directive may generally be re-delegated unless re-delegation is expressly prohibited by the attached delegation or superseding law, regulation, or DoD issuance. While the SAF/SP may re-delegate authorities to other Department of Air Force

officials, he or she will ultimately be responsible to USECAF for all matters affecting Air Force space capabilities. Any re-delegation of authority/assigned responsibilities made shall not be effective unless it is in writing. Any person re-delegating authority in accordance with this HAF Mission Directive may further restrict or condition the authority/assigned responsibility being re-delegated.

5. Notifications to Congress. No re-delegation of authority/assigned responsibility under this HAF Mission Directive below the level of a Deputy Assistant Secretary or three-letter/digit office shall include authority to provide notifications or reports to Congress.

6. Revocation of Secretary of the Air Force Order. None.

Michael B. Donley
Secretary of the Air Force

Attachments:

1. Delegations of Authorities/Assignment of Responsibility for SAF/SP
2. Organizational Chart/Three-Letter/Digit Responsibilities

ATTACHMENT 1**DELEGATIONS OF SECRETARY OF THE AIR FORCE
AUTHORITIES/ASSIGNMENT OF RESPONSIBILITY
TO THE
DEPUTY UNDER SECRETARY OF THE AIR FORCE (SPACE)**

A1.1. Responsibility relating to providing the principal support for the Under Secretary's role as the HAF focal point for space matters pursuant to the SECAF memorandum, *Headquarters Air Force Space Management and Organization*, August 25, 2010.

A1.2. Responsibility relating to directing the Headquarters Staff responsible for space policy, issue integration, and strategy pursuant to the SECAF memorandum, *Headquarters Air Force Space Management and Organization*, August 25, 2010.

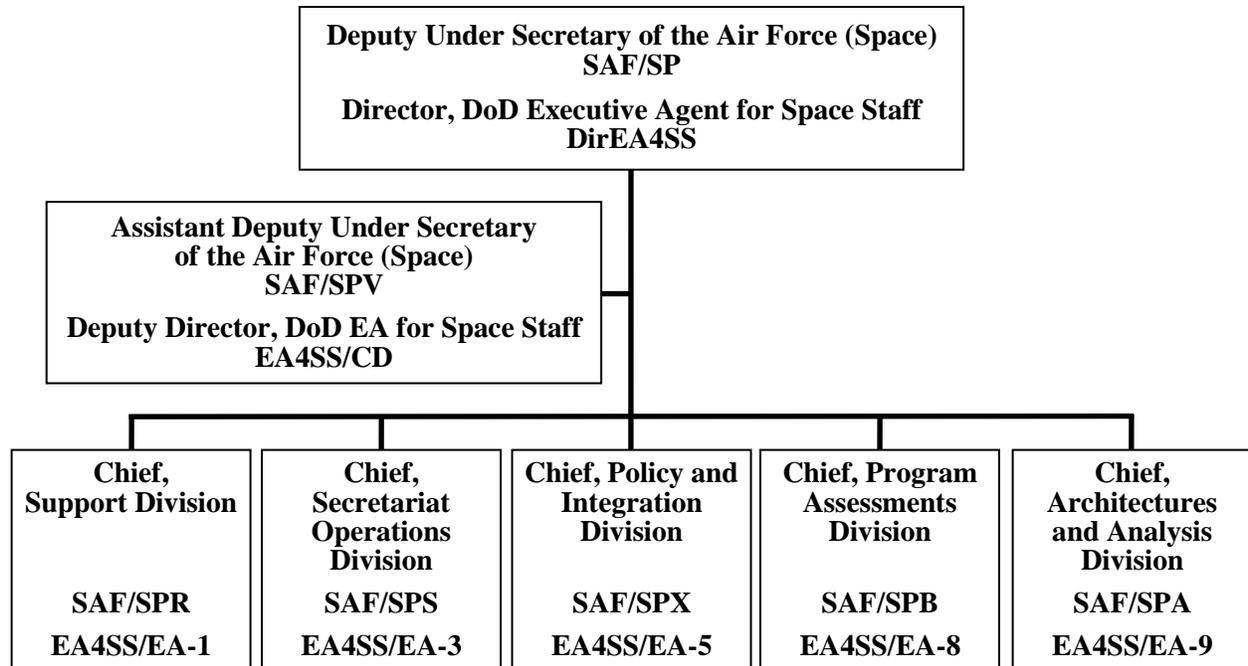
A1.3. Responsibility relating to duties both as a member of the Air Force Space Board and as the Air Force Space Board Secretariat, supporting the USECAF and Vice Chief of Staff pursuant to the SECAF memorandum, *Headquarters Air Force Space Management and Organization*, August 25, 2010.

A1.4. Responsibility relating to providing support to the Defense Space Council and the DoD EA for Space pursuant to the Deputy Secretary of Defense memorandum, *Operation of the Defense Space Council (DSC)*, November 22, 2011.

A1.5. Authority relating to ensuring Air Force compliance with DoD guidance on Space Policy, as delegated to SECAF pursuant to DoD Directive (DoDD) 3100.10, *Space Policy*.

ATTACHMENT 2

**DEPUTY UNDER SECRETARY OF THE AIR FORCE (SPACE)
SAF/SP**



A2.1. The SAF/SP is responsible for the overall supervision of all matters, subject to the direction and control of the Under Secretary of the Air Force, pertaining to space policy, issue integration, and strategy. The SAF/SP and the Office of SAF/SP provide the principal support for the USECAF’s role as the HAF focal point for space matters and in coordinating activities across the Air Force space enterprise. SAF/SP supports interagency coordination and collaboration to strengthen the unity of Defense efforts in space. The SAF/SP also serves as the DirEA4SS.

A2.2. The Assistant Deputy Under Secretary of the Air Force (Space) assists the SAF/SP in the execution of duties of the Office of SAF/SP and serves as the Deputy Director, DoD Executive Agent for Space Staff.

A2.3. The three-letter/digit subordinate offices include:

A2.3.1 Support Division (SAF/SPR). SAF/SPR (EA4SS/EA-1) is responsible for matters pertaining to human resources and manpower, security, financial management, facilities, logistics, and information technology for the Office of SAF/SP.

A2.3.2. Secretariat Operations Division (SAF/SPS). SAF/SPS (EA4SS/EA-3) is responsible for matters pertaining to decision and meeting support for the Defense Space Council, Air Force Space Board, other space-related meetings for the SECAF and USECAF, developing and coordinating Air Force and DoD space priorities and congressional matters, and development of SAF/SP presentations and briefings.

A2.3.3. Policy and Integration Division (SAF/SPX). SAF/SPX (EA4SS/EA-5) is responsible for policy and integration matters pertaining to development and implementation of Congressionally Directed Actions (CDAs), National Space Policy (NSP), and National Security Space Strategy (NSSS) tasks; Air Force space policy; wargaming support; commercial and international space partners; engagement with academia, space studies, and the space industrial base; and Interagency processes.

A2.3.4. Program Assessments Division (SAF/SPB). SAF/SPB (EA4SS/EA-8) is responsible for matters pertaining to the Defense Space Council Plan (DSCP) and Defense Space Council Program Assessment (DSCPA), Space Virtual Major Force Program, congressional budget support, and space-related Defense Management Action Group (DMAG), Joint Requirements Oversight Council (JROC), Defense Planning Guidance, and other OSD tasks.

A2.3.5. Architectures and Analysis Division (SAF/SPA). SAF/SPA (EA4SS/EA-9) is responsible for matters pertaining to architecture planning, development, and coordination; support to CDAs, Analyses of Alternatives, and Capabilities-Based Analyses; NSP, and NSSS tasks; and stewardship of approved architectures.