



TRANSITION TOPIC:

Tracking Performance to Improve Accountability

TASK: Recommend ways to better achieve performance accountability within DoD, including use of performance objectives, metrics, and management reviews.

TASK GROUP:

Fred Cook (Chair)

Jim Haveman

Mel Immergut

Madelyn Jennings

Bruce Mosler

Leigh Warner

Ken Krieg

Colonel Kevin Doxey (Executive Secretary)

Report Documentation Page

Form Approved
OMB No. 0704-0188

Public reporting burden for the collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to a penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

1. REPORT DATE 23 OCT 2008		2. REPORT TYPE		3. DATES COVERED 00-00-2008 to 00-00-2008	
4. TITLE AND SUBTITLE Tracking Performance to Improve Accountability				5a. CONTRACT NUMBER	
				5b. GRANT NUMBER	
				5c. PROGRAM ELEMENT NUMBER	
6. AUTHOR(S)				5d. PROJECT NUMBER	
				5e. TASK NUMBER	
				5f. WORK UNIT NUMBER	
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) Defense Business Board, Secretary of Defense, Washington, DC				8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)				10. SPONSOR/MONITOR'S ACRONYM(S)	
				11. SPONSOR/MONITOR'S REPORT NUMBER(S)	
12. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited					
13. SUPPLEMENTARY NOTES					
14. ABSTRACT					
15. SUBJECT TERMS					
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT	18. NUMBER OF PAGES	19a. NAME OF RESPONSIBLE PERSON
a. REPORT unclassified	b. ABSTRACT unclassified	c. THIS PAGE unclassified			



ISSUE:

The Secretary needs the means to track the progress of his most important objectives to help assure their accomplishment

IMPORTANCE:

- The next Secretary will be faced with a myriad of management issues in very constrained financial environment creating tremendous pressure to make strategic trade-offs. He needs the means to direct individuals and units to those activities most critical to performance.
- Managing a huge organization with conflicting internal and external interests requires a performance-management process that cascades critical objectives down the organization, translates them into measurement metrics, and provides for periodic reports back for evaluation and feedback.



RECOMMENDATIONS:

The next Secretary of Defense should:

1. In the first three months of tenure, adopt a performance management system as an integral part of managing the Defense Department to harness the energies of his senior appointees to the objectives he sets and the changes he wishes to institute.
2. Establish performance goals and conduct management reviews
 - a. Provide strategic management guidance to all 25 PAS (Exec. Levels II,III and IV) as individuals, and to all OUSD offices, JCS, Combatant Commands, Military Branches and Defense Agencies and Components.
 - b. Jointly set performance goals, develop indicators that measure progress, and conduct periodic management reviews.
 - c. Ensure that goals and objectives are aligned horizontally and vertically
3. Leverage existing organizational capabilities rather than adding staff
 - a. Enlist support of DepSecDef and CMO (if activated) in process
 - b. Have Director, Program Analysis and Evaluation (PA&E) assume collateral duties as Special Assistant to Secretary of Defense for Strategic Planning – regardless of where PA&E reports
 - c. Use a senior leadership forum (currently Deputy's Advisory Working Group) to communicate and gain commitment



DISCUSSION:

- **Leadership Roles and Council**—Performance management through objective setting and measurement needs the active support and reinforcement of SecDef
- **Application to PAS positions and DoD entities**—The Secretary's performance management system should be applied to both individuals and organizations.
- **Performance Measurement and Feedback**—Performance management is a closed-loop process. After goals are set and agreed to, there needs to be measures of performance, periodic assessment and feedback with SecDef and any senior leadership forum
- **Drivers of and Support for the Process**—A performance management process communicates performance goals and expectations in a disciplined manner. It must have buy in at the top, provide for accountability, and be consistently and persistently applied during tenure.