**Background**: Once a Cloud Service Provider has confirmed partnership for authorization with DoD component agency and is approved by the Defense Information Systems Agency (DISA) (for systems pursuing any impact level higher than IL2), an In Process Request may be submitted to the FedRAMP PMO for listing on the FedRAMP Marketplace as In Process. The PMO will only list service offerings that are eligible for governmentwide reuse on the FedRAMP Marketplace. Service offerings that are intended for DoD-only use may not be listed on the FedRAMP Marketplace.

Once a CSP achieves DISA Authorization at the appropriate impact level, the CSP should submit their service offering’s package to the FedRAMP PMO for review and subsequent FedRAMP Authorization at either the Moderate or High baseline. Please be sure to define the appropriate baseline below.

**Instructions**: This document is meant to serve as a template for DISA / a DoD agency’s FedRAMP In Process request for a cloud service offering. Please complete the highlighted sections of this document and return a copy to the FedRAMP PMO at [info@FedRAMP.gov](mailto:info@FedRAMP.gov). The In Process request may be submitted via email or as an attachment.

**Work Breakdown Structure:** In addition to submitting an In Process Request, all CSPs and agencies must submit a work breakdown structure (WBS) to the FedRAMP PMO to validate the 6-month testing requirement defined in FedRAMP’s “[Marketplace Designations for CSPs](https://www.fedramp.gov/assets/resources/documents/FedRAMP_Marketplace_Designations_for_Cloud_Service_Providers.pdf).” CSPs may not be listed on the FedRAMP Marketplace as In Process until the full 3PAO assessment is scheduled to occur within 6 months and DISA is confident a P-ATO will be issued within 12 months. Reach out to the FedRAMP PMO for a WBS template if you do not already have a copy.

The email containing this In Process request must come from the **Defense Information Systems Agency** Authorizing Official, with the **DoD Component Agency** Authorizing Official (AO) copied.

Date

TO: FedRAMP Intake - intake@fedramp.gov

CC: DoD Agency Authorizing Official email; DISA AO email

FROM: Name of DISA Authorizing Official

Title

AUTHORIZING OFFICIAL (AO)

SUBJECT: Name of Cloud Service Provider - Name of Cloud Service Offering CSO Type - (IaaS, PaaS, SaaS) DISA DoD “In-Process” Request

As the Authorizing Official for the Defense Information Systems Agency (DISA), this letter is to notify the FedRAMP PMO that DoD Agency or Subagency is actively working with Cloud Service Provider and DISA, and plans to issue a Provisional Authorization (PA) at the IL4/IL5 DoD impact level within 12 months for the Cloud Service Provider/Cloud Service Offering system.

The CSP will be completing a FedRAMP Moderate/High package, as well as additional DISA-specific documentation, to serve as the foundation for our review. A full 3PAO assessment is planned for no more than 6 months from the date of this letter. Please include the assessment start date if it has been confirmed.

**Additional Requirements Satisfied: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (Please include at least one of the following)

1. Completion of a Joint Validation Team (JVT) kick-off
2. Acknowledgement of ***FedRAMP Ready*** status of Cloud Service Offering on the Marketplace
3. Proof of a contract award for the use of the CSO (attach if applicable)
4. Statement indicating that the service is already in use

As requested in the FedRAMP Marketplace Designations for Cloud Service Providers document, below are the points of contact for this effort.

**DISA AO**: First Last | Title | email | phone

**DoD Agency** **Partnership** **POC**: First Last | Title | email | phone

**CSP** **POC**: First Last | Title | email | phone

**SIGNED:**

Signed by (Name of DISA AO) **X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signed by (Name of DoD Authorizing Official) **X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**