# Business Requirements Specification (BRS)

## Office of Security Cooperation

### Assistance and Cooperation Software

**Version 0.1**

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## Introduction

### Business purpose

The Office of the Security Cooperation (OSC) is a Department of Defense (DoD) organization within each United States (US) embassy established in a foreign country whose purpose is to cooperate with foreign militaries providing them with military training, intelligence, and supplies. The system will standardize the way in which these provisions are recorded and stored for the use of each OSC.

### Business scope

The main location of the OSC is within the embassy in the foreign country within which it is located. The reach of the OSC is any military interests within the foreign country and any training and exercises, set up by the OSC, having to do with said country outside of its borders. The system will be available to all OSCs the US has across the globe and will help the dissemination of information within an OSC and between OSCs.

### Overview

The OSC is headed by the OSC chief who has a support staff under them. The size of this staff is dependent on the US's relationship with the foreign country. Under the OSC chief will be military personnel who will directly run military exercises, equipment sales, and training with the US military. Under each of those military personnel will be a support staff. The OSC chief reports to the ambassador of the embassy and to the DoD command that oversees the area in which the country lays within.

### Definitions

Security Assistance – Pertains to equipment sales

Security Cooperation – Pertains to training and exercises

### Major stakeholders

Department of Defense (DoD) - The OSC is a DoD entity with the chief and seconds in command being military personnel.

Department of State (DoS) - The embassy is run by the DoS with the ambassador.

Host nation military – The OSC directly works with the host nation's military.

Host nation government- The government of the host nation is influenced by the work done by the OSC in regards to their military.

Defense contractors – Military supplies run from defense contractors to the foreign nation. The OSC facilitates the sales of these supplies.

Congress/Senate - Congress and the Senate provide oversight over what the OSC does.

## References

Major Joshua Campbell (US Army)

https://samm.dsca.mil/chapter/chapter-1

# Business management requirements

## Business environment

The main factor that influences the OSC is how strong the US's relationship to the host nation is. This relationship dictates how many resources the OSC has and how much the OSC can do with the host nation's military. Other nations could also have a relationship with host nation and the US's relationship with those other nations will influence how the OSC operates. For the system all OSCs are equipped with the same computer and operating systems.

## Mission, goals, and objectives

The system will help maintain good relationships and access with the host nation. It will do this by helping further the OSCs goal of building a more professional and capable military force of the host nation.

## Business model

To achieve its goal the OSC focuses on organizing military exercises with the host nation's military, organizing training with the host nation's military and the US military, and facilitating equipment sales between private contractors and the host nation military. The information of these activities is generally logged under a system established by the current chief at the OSC.

## Information environment

OSC activities are dictated by the relationship between the US and host nation where the OSC is located. The method of organization and tracking of information surrounding these activities is decided by the OSC chief. No standard program used for inputting information at an OSC and no centralized repository for accessing information between OSCs.

# Business operational requirements

## Business processes

The OSC identifies problems within the host nation that can be solved by military activities , e.g. exercises, training, or supplies. The OSC then tries to sell these activities to the host nation. Once negotiations are over, based on what was agreed upon, the OSC will either start planning exercises, planning training between the host nation and US military personnel within the region, or setting up talks between private contractors and the host nation military for the sale of military equipment. Information regarding this entire process is logged, but how detailed it is, if it logged throughout each step, and the formatting of the information is up to the discretion of the OSC chief.

### Planning for Security Assistance

Identify equipment needs of host nation.

Assist host nation in writing a Letter of Request (LoR) for US government explaining equipment needs of host nation's military. The LoR is a request to be able to procure equipment from  US defense contractors.

The OSC then facilitates the sale of military equipment from private contractors.

The OSC then verifies host nation's compliance with US government's export controls.

Throughout process OSC logs progress and information pertaining to the host nation's procurement of military equipment.

### Planning for Security Cooperation

Identify and access host nation's military capabilities and requirements. OSC also considers events currently affecting or that might affect host nation.

Planning of exercises or training with host nation military.

Budgeting of exercises/ training and requesting of additional of additional US military troops if needed.

Monitor completion of exercise/training and follow up with host nation's military representative to assess their satisfaction in the activities.

If military training given to host nation military personnel track their effectiveness and position within host nation military.

Throughout process OSC logs information regarding planned activities, tracks progress on activities, and logs follow up information on effectives of activities.

## Business operational policies and rules

### Host Nation Interface

#### Host Nation Strategic Planning

The OSC assists host nation in planning and informs their decision making in regards to acquiring US military equipment, training, or services. The OSC encourages the host nation to pursue US military equipment and training appropriate to the host nation's needs and capabilities.

#### Avoiding False Impressions

The OSC must not give false impressions to host nation in regards to future procurement of equipment or information that has not been approved to be furnished or disclosed. Until such time as information is approved for disclosure the only information the OSC may provide to the host nation is information that has been cleared for public release. The OSC must avoid creating the false impression of the US governments willingness to provide resources to the host nation.

#### Existing Bilateral Agreements

The OSC must be familiar with all US agreements, treaties, and diplomatic exchanges related to the provision of security assistance with the host nation.

### OSC Support to Industry

#### General

The OSC is the main point of contact in the host nation for most US defense contractors that market military equipment. The OSC supports US based companies to host nation while still maintaining neutrality between US competitors.

#### Country Information

The OSC must be knowledgeable about the interest of the US defense industry in the host nation. It should also be able to inform industry representatives on the host nations available resources and restrictions.

#### Reciprocal Procurement Agreements

In the event that the US and the host nation have an agreement on sharing of resources between defense markets the OSC must be knowledgeable about the host nation's defense market. They must also monitor that the US companies have equal access to the host nation's defense market.

#### Appointments

The OSC facilitates visits to the US embassy from US defense industry representatives and, if possible, between the representative and the host nation's representatives. If requested the OSC will attend meetings between representatives to help assess the defense requirements of the host nation and the US defense industries' ability to meet those requirements.

#### United States' Competitors

The OSC must maintain neutrality when more than one US defense contractor is involved in the host nation's procurement of military equipment.

#### Follow-Up

The OSC chief should encourage US contractors to debrief the chief on their experiences within the host nation.

### Planning Considerations For Security Cooperation

#### Economic Capabilities

The OSC considers the host nations capabilities to organize, employ, and manage national resources allocated for defense.

#### Needs Assessment

This OSC list is a list of items the host nation's representatives believes necessary to maintain the nation's defense.

US Commitment

Any talks between the OSC and the host nation's representatives will have the mutual understanding that and discussions do not constitute or imply any commitment on the part of the US.

## Business operational constraints

The main constraint on the OSC is the US's relationship with the host nation and past behavior the host nation has shown in regards to US equipment, exercises, and training. The host nations behavior with US military equipment is especially monitored. Funding for the OSC is one year at a time decided two years prior.

## Business operational modes

In the event of an internet outage all files needed by the OSC are physically stored on the computers used within the OSC. Most operations of the OSC can function manually as most documents that pertain to ongoing activities and recently completed activities are still physically available within the OSC. In the event of a catastrophic event, total breakdown of relations, threat of immanent conflict, or governmental overthrow the OSC along with all personnel within the US embassy will be evacuated and all operations within the host nation will be frozen until such time that they can resume or be scrapped.

## Business operational quality

OSC activities are dictated by the host nation's current military climate and the US's interest in the host nation. In most cases the OSC is focused on maintaining a lasting relationship with the host, as such most activities are prioritized well in advance and completed in a specific order. If the host nation's needs must be expedited and the US is invested in a relationship with the host nation, concessions that had to be made previously might be overlooked to provide the host nation with necessary equipment or training.

## Business structure

All OSCs are a part of a greater DoD command that corresponds with the area that the embassy within which the OSC is located. Those commands are Northern (America), Southern (America), Africa, European, and Indo-Pacific. The OSC directly reports to the ambassador of the embassy but will receive guidance from their command. In the event that a military operation is currently in progress the OSC reports to their corresponding command rather than the ambassador.

# Preliminary operational concept of proposed system

## Preliminary operational concept

### Operational Policies and Constraints

The system shall operate on all computers within an embassy and the DoD commands the US currently occupies. The system shall be able to operate at any time. The system shall be able to be used by any personnel with clearance to view OSC activities.

### Description of the Proposed System

The system shall be a software solution which shall allow for a user to input and access information regarding ongoing and completed OSC activities within a host nation. The system shall allow for information stored to be updated on all systems used within an embassy and also a central repository within the DoD command that the individual OSC is tied to. The system shall allow for information and files tied to specific OSC activities to be input and saved in a standard format. The system shall allow for functionality to make accessing information and documents related to an OSC activity sortable. The system shall have an interface that allows for the creation, modification, and access of OSC activities information. In regards to creation of a new activity repository the system shall have a standard template to allow for information that uniquely identifies the repository and also makes it searchable from the system.

### Modes of System Operation

Regular – System is fully operational. System can be used to access, create, and modify OSC activities information found within computer currently using system, embassy servers, and DoD command servers.

Disconnected – System can run on a computer disconnected from the internet but can only access data saved on the computer's hard drive.

**User Classes and Other Involved Personnel**

General User – Any personnel within an embassy or DoD command that has clearance to view OSC activities.

Trainer – Dedicated staff or experienced general user that can train a new user on how the system operates.

Operational Support – Contractors that created system and support the rollout of the system onto existing hardware at US embassies and DoD commands.

Maintainers – Dedicated contractors or qualified personnel that are available to maintain system and update system as computer systems are changed.

Authorized User – Same as general user with the additional authority to completely delete an OSC activity from the system.

**Support Environment**

Contractors or military personnel will be available to maintain the system as operating system updates go out to computers used within DoD commands and embassies. In the event that a computer needs to be replaced the system will be pre-installed on the new computer as is standard with all needed software that is pre-installed onto embassy and DoD command computers.

## Preliminary operational scenarios

### Create New

The user will tell the system it wants to create a new activity entry. The system will then prompt the user for information that will uniquely identify the activity. The system creates a repository with the identifying information.

### Search

The user will tell the system it wants to search for an activity or group of activities. The system will prompt the user with options for unique information that can be input to display an activity repository or multiple repositories that matches the information provided.

#### One Activity

If the information provided is sufficient enough to be unique to one repository then the system will display the repository in its entirety.

#### Multiple Activities

In the event the information provided pertains to more than one repository the system will display a high level view of each repository. This high level view will display the unique information that identifies each repository and allow for the user to click on a repository information to open the repository.

### View

The default view of the repository will have the tracking/ history of the activity and all files/documents pertaining to the activity on the user's computer. These files can be sorted based on user input and be viewed from within the system. The tracking of the activity will have a small snippet of information, pulled from the tracking information added previously, that identifies each tracking item.

### Add

The user will be able to add files/documents from their computer into a specific repository. The system will prompt the user for required and additional information to add to the tracking of the repository. This will also link the tracking information to the document(s)/file(s).

### Tracking

The tracking part of the system will appear at the default view of the repository and alongside any files/documents being viewed by the user. When viewed with files/documents it will show the relevant tracking information linked to the files/documents. The entire tracking history can also be viewed and when doing so will sort linked files/documents to the piece of tracking information it is linked to.

### Deletion

An authorized user will be able to prompt the system to delete a file or repository from the system. The system will then prompt the user if they are deleting from the local system, the embassy database, or the command database. Whichever option is chosen the data will be deleted from the selected location.

### Save to Computer

The system will attempt to save to the currently used computer when prompted by the user, or 10 seconds after a change has been made that has not been manually saved and there has been no activity for 30 seconds as the system is running.

Save to Server

After a save to the computer has occurred if the system has an internet connection it will then attempt to upload to the server within the embassy and if successful the embassy server will attempt to upload to the server within the attached DoD command.

Pull from Server

The user will prompt the system to search for a repository or repositories not found on their computer. The system will then attempt to connect to the embassy server or DoD command server based on user input. If connected to system will allow the user to use the search function to view repositories. The user will have an option to tell the system to download their selected repositories to their computer.

## Other preliminary life-cycle concepts

### Preliminary acquisition concept

Meet with relevant DoD personnel to determine specific needs and constraints surrounding proposed system. Acquire DoD approval to proceed with identification of contractors to proceed with system. Identify DoD approved software contractor with relevant skills to implementing proposed system. Acquire DoD approval of funds for private contractors. Facilitate meetings between DoD officials and contractors to further identify needs and constraints to proposed system and define specific requirements and specifications of the system. Contractors will begin developing system and making prototypes to regularly show DoD officials making sure to fulfill requirements of the system with each iteration and possibly acquiring/changing requirements.  Prototypes continue until all current requirements and specifications are fulfilled. A final product is then produced.

### Preliminary deployment concept

To validate the final product a single embassy will receive the system and have a closed test where the system will be installed on all computers and server within the embassy. The test will run for six months and have personnel use both their old system for tracking OSC activities and the new system. At the halfway mark personnel will be allowed to use either their old system or the new system. Personnel will then track how often the new system gets used for activities that were input into both system. If personnel accessed the new system over using their old system then the product is validated. The system will then be uploaded and installed onto all relevant computers within US embassies and DoD commands. OSC chiefs, their seconds in command and DoD personnel within a command will then receive training on how to operate the system. OSC chiefs and their seconds can then train their staff and relevant embassy staff on how to operate the system.

### Preliminary support concept

The private contractors that developed the system will be contracted to train IT personnel within DoD commands to be able to support any specific problems that appear within the system. These IT personnel will also be trained to be able to update the system as updates to DoD command and embassy computers roll out. The system will be installed on first startup of computers sent to DoD commands and embassies. Personnel who will in the future have access to the system will be trained in operation of the system as part of their standard training in their job field.

### Preliminary retirement concept

All files/documents saved onto the system will be backed up onto designated servers/computers. All data saved by the system will then be deleted off all computers and servers and all instances of the system will be removed from all computers where it is located.

## Project Constraints

Funds allocated for the acquisition of the system will be predetermined by the DoD and any additional funds will have to be approved by the DoD.

While prototypes are developed and used for verification requirements/specifications could be changed which could make development go over budget or past schedule.

Validation might fail when system is being tested and would require the system to be sent back to the contractors for more development. This would require a new budget and schedule to be approved by the DoD.

# Appendix

## Acronyms and abbreviations

DoD – Department of Defense

DoS – Department of State

LoR - Letter of Request

OSC – Office of Security Cooperation

US – United States