



DEPARTMENT OF THE ARMY
PROGRAM EXECUTIVE OFFICE
INTELLIGENCE, ELECTRONIC WARFARE AND SENSORS
BUILDING 6002, 6585 SURVEILLANCE LOOP
ABERDEEN PROVING GROUND, MD 21005-1845

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SEP 07 2018

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Request Approval to Cosponsor the Cyber Electro-Magnetic Activity (CEMA) 2018 Conference, 22 to 25 October 2018

1. References:

- a. Army Regulation 1-50: Army Conference Policy, dtd 2 July 2018
- b. Delegation of Authority to Approve Conferences; SAAL-ZT memo dtd 5 August 2016

2. Conference Event: IAW references 1.a. and 1.b., the Program Executive Office for Intelligence, Electronic Warfare and Sensors (PEO IEW&S) approves the CEMA 2018 Conference, 22 to 25 October 2018, at Aberdeen Proving Ground (APG), MD. This conference will be a cosponsored event between PEO IEW&S, Communications-Electronics Research, Development and Engineering Center (CERDEC), the International Association of Old Crows (AOC), and the local AOC APG Susquehanna Chapter. Conference sessions will be held at the unclassified and classified levels up to TS/SCI information releasable to Five Eyes (FVEY).

3. Purpose and Justification:

a. The Army, in co-sponsorship with the International AOC HQs and APG Susquehanna Chapter of the AOC, will hold its 4th Annual CEMA Conference at APG, MD 22 to 25 October 2018. The theme for this event is "CEMA as a Critical Enabler to Modernization Priorities." This year's focus is to showcase the important role CEMA technologies and capabilities can play in helping achieve the CSA's top six priority areas (Long Range precision Fire, Next Generation Combat Vehicle, Future Vertical Lift, Network/C3I Modernization, Advanced Missile Defense, and Soldier Lethality).

b. This conference will explore how the Army can provide the Joint Force with multiple options in the areas of electronic warfare (EW), cyber, and electromagnetic spectrum operations and better integrate these efforts with multiple partners, operate across multiple domains, and present our enemies and adversaries with multiple dilemmas. Attending CEMA 2018 will allow for the exchange of ideas and information, and to provide a venue to address new and emerging concepts. The event will provide the CEMA community of interest an opportunity to meet with and share different perspectives, further the concept of Cyber/EW/Signal convergence, and allow DoD,

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Other Government Agencies (OGA), FVEY partners, Industry and Academia a framework to discuss ongoing and future research and development to set the conditions for innovation and success.

c. This year the Army Cyber Institute (ACI) at West Point will support the agenda, as shown in Encl 1. The ACI confronts the Army's critical cyber challenges. As the Army's cyber think tank, it navigates and prioritizes necessary cyber research and provides niche research capabilities. The ACI is engaging across our government and with our allies and bridging gaps with academia and industry, enhancing the U.S. Army's readiness to defend the nation. The ACI will lead the EW/Cyber convergence workshop as a collaborative effort between thought leaders, decision makers, and researchers across military services, defense agencies, and civilian organizations seeking to discuss, debate, organize, and determine the friction points, hurdles, and ways forward within the converging EW and Cyber domain.

d. The PEO IEW&S in conjunction with the CERDEC Intelligence and Information Warfare Directorate has planned and developed substantive aspects of the CEMA 2018 event. In addition, the Army will be providing substantial logistical support through use of multiple on-post facilities at APG, MD. The intent is for greater than 50 percent of the speakers to be Department of Army civilians or military personnel. A tentative agenda is provided at Encl 1 which will be finalized by late-August 2018 after the period for call for papers has ended and candidate abstracts reviewed and selected. A number of keynote and specific "topic-of-focus" sessions are planned, along with hands-on product demonstrations that will offer a combination of current and emerging requirements, engineering theory and practical operations of the latest EW, cyberspace and electromagnetic spectrum operations (EMSO) capabilities.

e. This conference is essential to multiple Army missions and programs. Army and DoD EW and Cyber communities of interest are expected to participate in this event to exchange ideas, concepts and information, and discuss current and emerging requirements with FVEY partners, industry technicians, engineers, and scientists and other Government agencies and learn from their successes. Hosting this conference at APG, MD will provide the most cost efficient venue by allowing maximum participation by local leadership and subject matter experts.

4. Previous Conferences:

a. This is the 4th annual CEMA conference, and in its short history it has grown to be the most well attended AOC event with the exception of the annual AOC International Convention. In light of the rapidly changing threat and corresponding technology base, an annual event is considered an essential element that provides a basis for the communities of interest to meet with and discuss issues and requirements common with Joint Service, OGA, Industry and FVEY partners. This year's event will also include an Army Cyber Institute (ACI) EW/Cyber two part Workshop.

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b. The AOC is a not-for-profit professional association with over 13,500 members engaged in the science and practice of EW, Cyber, EMSO and related disciplines. The AOC has an extensive network of EW and EMSO contacts which include prominent leaders, contributors and representatives from the military, government, academia, and industry. Co-sponsorship is appropriate as the AOC offers tailored EW and EMSO training and has extensive multi-service networks to assist the Army in developing and executing a symposium with Joint Service and FVEYs participation. AOC is a recognized professional organization approved for co-sponsorship by the Army Designated Agency Ethics Official. Encl 2 is a Memorandum of Agreement that provides a full explanation of the co-sponsorship arrangements between the Army and the involved AOC organizations.

5. Cost-Benefit Analysis:

a. The CEMA 2018 conference event will provide the EW, cyber, and electromagnetic spectrum communities of interest an exceptional opportunity to share and learn best practices, discuss current and emerging requirements, consider potential new technology trends, and gain better insight into where the government and industry are investing their limited resources to support the warfighter. Co-sponsorship with the AOC will provide a wide range of networking opportunities with government and industry leadership, subject matter experts, and peers that will help shape future Army materiel solutions. It should be noted that based on last year's figures, 60 percent of the government and military attendees were from the local APG area subject matter experts, CEMA practitioners and stakeholders, and attended at no cost. Similar attendance percentages are expected for CEMA 2018. Lessons learned from past conferences have been applied to ensure that the costs are minimized.

b. This certifies that the objectives of the conference cannot be satisfactorily accomplished less expensively by correspondence, teleconferencing, video conferencing, or Web-based communications. The use of virtual attendance is logistically prohibitive based on the classification of presentations and the lack of adequate virtual teleconference resources required to accommodate the Government and industry entities outside of the APG area. Teleconference can be effectively employed for a focused presentation. Accordingly, video teleconferencing is planned with multiple Army units for a User focused session on Day One that will precede the main presentation sessions, in order to reach the broadest audience of 29 series EW Officers and 25 series Spectrum Managers while minimizing travel costs.

6. Analysis for Location Selection:

a. Based on previous experience, at least 60 percent of attendees will be from the APG, MD, area and is the most cost-effective option. Several geographic locations were considered for the CEMA 2018 conference within close proximity to APG. These

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included the Water's Edge Events Center (WEEC) located a few miles outside of the APG Gate, the Richlin Events Center in Edgewood, MD, and facilities at the Harford Community College in Bel Air, MD. The WEEC was used for unclassified presentations at the inaugural CEMA 2015 event, however, it lacks the capacity for the anticipated number of attendees. All other non-APG locations were eliminated due to their cost and the fact that none could accommodate classified discussions.

b. Government exhibits will be displayed in the Myer Center Bldg 6000 area and Non-Federal Entity (NFE) exhibits will be located in the Command, Communications, Computers, Intelligence, Sensors, Reconnaissance Campus parking lot for educational purposes relevant to the topic of EW. These NFE Exhibits are established by neutral means separate and distinct from the technical symposium and are not considered part of Army endorsement of the event.

7. Attendees:

a. Last year's conference event exceeded all expectations with a total of 855 registered attendees. Select Army and DoD organizations have been identified for attendance at the 2018 conference, based on their involvement as stakeholders in Cyber and EW and EMSO. This certifies that each attendee is mission critical and play a vital role in developing the way forward for current and future CEMA capabilities for the warfighter. Attendance will include members from the Science & Technology community, Project Management Offices, HQDA, the Office of the Secretary of Defense (OSD), other Services, and end Users from Army units. As previously stated, all military and government attendees will attend the event free of charge and approximately 60 percent will be local to APG and therefore require no funding to participate in the event. For outside organizations, all reasonable measures will be taken to discipline attendance to ensure the minimum number of attendees necessary to accomplish the mission. Organizations likely to provide personnel for attendance at the CEMA 2018 conference are identified on Encl 5.

b. The following provides a breakdown of anticipated attendees by DA Military, DA Civilian, Other DoD Component, Contractors, and Foreign Military or Government. These numbers were generated based on historical data and anticipated growth projections. Additionally, local attendees and expected travelers are estimated separately.

| | Local | Travel Required | Total |
|-------------|-------|-----------------|-------|
| DA Military | 75 | 40 | 115 |
| DA Civilian | 219 | 71 | 290 |

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| | Local | Travel Required | Total |
|---|------------|-----------------|------------|
| Other DoD Component (Non-Army) | 40 | 30 | 70 |
| Contractors | 175 | 220 | 395 |
| "Other" | 0 | 0 | 0 |
| Foreign (Military or Government)(FVEY) | 5 | 20 | 25 |
| Government-funded spouses | 0 | 0 | 0 |
| GRAND TOTAL | 500 | 395 | 895 |
| Of those above*: | | | |
| Number of Army-funded attendees | 280 | 125 | 405 |
| Number of DoD (non-Army) funded attendees | 40 | 30 | 70 |
| Number non-DoD funded attendees (Contractor and FVEY)) | 180 | 240 | 420 |
| GRAND TOTAL (should match the Grand Total above) | 500 | 350 | 850 |

* OSD conference policy requires us to report attendee numbers broken out by Army-funded, DoD-funded, and total attendance.

8. Security.

a. The highest level of classification for this conference is TS/SCI; and the security office certifies that the procedures outlined in AR 380-5 (Department of the Army Information Security Program) have been followed. A conference security assessment, including threat and vulnerability assessments for the conference facility site and specific security control measures are contained in the CEMA 2018 Conference Security Plan provided at Encl 3. Consistent with AR 380-5, the plan assigns responsibilities and outlines security procedures that will be employed during the event; and provides details on site security, personnel safety planning, access control measures, physical security, information security, and computer security.

b. This certifies that the CEMA 2018 conference event has been coordinated with the local APG CECOM G-2 Office as well as the Deputy Chief of Staff, Army G-2 (DAMI). Foreign Nationals from the governments of Australia, Canada, Great Britain and New Zealand will be participants in this FVEY conference. Classified information up to and including TS/SCI will be authorized for foreign disclosure via coordination with the Office of the Deputy Chief of Staff, DAMI IAW AR 380-10 (Foreign Disclosure and Contacts with Foreign Representatives). The point of contact for the security office handling the conference is Mr. Bill Whitford, at email: william.m.whitford2.civ@mail.mil, or comm: (443) 861-1520.

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9. Funding and Contracts:

a. Attendance at the AOC CEMA 2018 event is funded by the normal operating budgets of the participating organizations. The AOC as the conference co-sponsor will collect registration fees from non-government attendees (industry partners) that will offset all costs associated with the event (i.e. tent rentals, refreshments, registration costs, support staff, etc.). Government personnel will not be charged for any portions of the event and no government funds will be used for the event other than to cover travel costs incurred by organizations for non-local attendees. Government attendees in a TDY status will be reimbursed for lodging, Meals and Incidental Expenses (M&IE) and travel expenses through the standard travel reimbursement process with their parent or sponsoring organizations. No conference costs will be directly charged to government contracts.

b. The AOC is handling all contracts as well as providing conference support staff who will be responsible for all logistical and administrative functions of organizing and running the conference. In addition to registration fees, AOC is also offering sponsorship opportunities to industry partners. Funds generated by sponsorships will cover additional conferences costs such as the cost of buses to transport attendees to and from the classified sessions, and multiple on-post locations, such as laboratories and range facilities, the exhibits tent, and outdoor toilet facilities and optional networking social functions.

10. The M&IE will not be authorized or provided at Government expense to local attendees. No Government-furnished meals will be provided. Light catering, such as coffee, Danish, and sandwiches, will be provided at a nominal fee and in accordance with current ethics policies.

11. Refreshments: Refreshments will not be provided at Government expense. The AOC will provide refreshments and fund through collection of registration fees from non-government attendees.

12. Fees: There is no registration fee for government or military attendees. All government attendees will be actively participating either through a speaking role or question and answer sessions. The registration fee for industry attendees is between \$650 and \$850 depending on individual membership status with the AOC. There is a formal registration process managed by the AOC and does not involve government or military participation to execute or manage. The Army will not pay for any association or vendor exhibit booth, display, advertising or web site. These costs will be covered by event sponsorships and the registration fees charged to the industry attendees and will be collected and managed by the AOC organizations.

13. Honoraria or Speaker Fees: No honoraria or speaker fees will be incurred or paid as part of this event.

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14. Estimated Army Costs: The overall conference cost to the Army, paid by PEO IEW&S is estimated to be \$65,911.60 as determined in the table on the following page. The expected government travel for FY2018 will be lower than last year's cost, for a total Government cost of \$82,415.31.

| Expense | Estimated Cost | Remarks/Calculations |
|--|--------------------|---|
| Travel Costs | | |
| Lodging costs for attendees Aberdeen Proving Ground, MD | \$30,657.44 | Lodging does not exceed the per diem lodging rate per the GSA per diem rate schedule http://www.gsa.gov/portal/category/100120 All support staff provided by the Army are local to the Aberdeen Proving Ground, MD post. Note: hotel rates are based on GSA per diem rates. Hotel taxes are based on FY 2018 per diem rate of \$106 nightly x 12% tax (city/state = \$12.72). Hampton Inn & Suites Edgewood/Aberdeen-South was used as the basis for the hotel calculation. (\$93+11.16) x 4 or 5 nights x 80 travelers = \$30,657.44 |
| M&IE costs for attendees Aberdeen Proving Ground, MD | \$10,684.64 | Aberdeen Proving Ground, MD FY 2018 M&IE per GSA is \$59 daily http://www.gsa.gov/portal/category/100120 FIRST & LAST DAY OF TRAVEL: \$59 x 75% x (2 travel days) x (80 attendees on TDY) = \$3,233.34 CONFERENCE DAYS (w/ no Government-furnished meals): \$59 x (3 full conference days) x (102 attendees on TDY) = \$7,451.31 |
| Government-furnished meals | N/A | |
| Travel costs for attendees Aberdeen Proving Ground, MD | \$20,069.52 | Airfare x 32 travelers = \$9,069.70 Tolls and Airport parking: \$12 daily x 4 days x 20 = \$800.46 Rental car and gas (compact): \$40 daily x 4 days x 20 vehicles = \$5,750.12 POV (approx. 50% estimated to drive within National Capital Region) Mileage to/from NCR: \$.575/mile x 150 mi (round trip mileage) x 30 vehicles driving = \$4,449.24 |
| Total Travel Costs | \$61,411.60 | Total of the previous costs, including per diem and travel expenses |

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| Hosting Costs | | |
|--|--------------------|---|
| Meeting space rental costs | N/A | |
| Fees for guest speakers, lecturers, or panelists | N/A | |
| Printing or reproduction costs | \$4,500 | Reproduction costs for signage and handouts |
| Standard supplies | N/A | |
| Other costs | N/A | |
| Contract costs | N/A | |
| Total Hosting Costs | \$4,500 | |
| Audiovisual Costs | | |
| Audiovisual Cost | N/A | |
| Food and Beverage Costs | | |
| Food & Beverages | N/A | |
| TOTAL EXPENSES | \$4,500 | |
| Revenue | N/A | |
| TOTAL COSTS | \$65,911.60 | |

15. Estimated Other DoD Costs: Estimated costs for non-Army DoD attendees are \$16,503.71 as determined in the table on the next page.

| Expense | Estimated Cost | Remarks/Calculations |
|--|----------------|---|
| Travel Costs | | |
| Lodging costs for attendees Aberdeen Proving Ground, MD | \$6,178.46 | Lodging does not exceed the per diem lodging rate per the GSA per diem rate schedule http://www.gsa.gov/portal/category/100120 Note: hotel rates are based on GSA per diem rates. Hotel taxes are based on per diem rate of \$106 nightly x 12% tax (city/state = \$12.72). Hampton Inn & Suites Edgewood/Aberdeen-South was used as the basis for the hotel calculation. \$104.16 x 4 nights x 15 attendees = \$6,178.46 |

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| Expense | Estimated Cost | Remarks/Calculations |
|---|--------------------|---|
| Travel Costs | | |
| M&IE costs for attendees Aberdeen Proving Ground, MD | \$3,980 | Aberdeen Proving Ground, MD M&IE per GSA is \$59 daily http://www.gsa.gov/portal/category/100120 FIRST & LAST DAY OF TRAVEL: \$59 x 75% x (2 travel days) x (15 attendees on TDY) = \$1,325 CONFERENCE DAYS (w/ no Government-furnished meals): \$59 x (3 or 4 full conference days) x (15 attendees on TDY) = \$2,655 |
| Government-furnished meals | N/A | |
| Travel costs for attendees Aberdeen Proving Ground, MD | \$6,345.25 | Airfare (approx. 50% estimated to fly): 7 attendees = \$2,650 Mileage to/from airport: \$.575/mile x 60 mi (round trip mileage) x 7 attendees driving = \$241.50 Airport parking: \$12 daily x 5 days x 7 = 450 Rental car (compact): \$40 daily x 5 days x 7 vehicles = \$1,500 Rental car gas: \$20 (avg per vehicle) x 15 vehicles = \$150 POV (approx. 50% estimated to drive within National Capital Region) Mileage to/from NCR: \$.575/mile x 150 mi (round trip mileage) x 7 attendees driving = \$1,293.75 Tolls: \$8 (roundtrip) x 7 attendees = \$60 |
| Total Travel Costs | \$16,503.71 | |

| Other Costs | | |
|---------------------------------|--------------------|--|
| Conference/registration fee | N/A | |
| Other costs | N/A | |
| Total Other Costs | N/A | |
| Total Non-Army DoD Costs | \$16,503.71 | |


16. Reporting Requirement: An initial report will be provided within five business days of approval using the Army Conference Reporting and Tracking Tool. A final report will be provided within 25 days of the conclusion of the conference.

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17. Certification: The undersigned hereby certifies that this event has been thoroughly reviewed using the strictest of criteria to ensure not only adherence to policy but that the event is indisputably mission essential and in the best interest of the Army. A Legal review is provided in Encl 4. I have ensured that no prohibited expenses will be incurred. The undersigned also hereby certifies that other information exchange methods such as correspondence, teleconference, and Web based communications fail to achieve the essential, synergistic effect of face-to-face contact, live question and answer sessions, and personal exchange of essential information. The CEMA 2018 event will help shape the Army focus on EW and enhance future Army efforts with regard to cyberspace operations at the programmatic and strategic level.

18. Point of Contact: The point of contacts for CEMA 2018 are the conference co-chairs, Mr. Giorgio Bertoli at email: giorgio.bertoli.civ@mail.mil, or comm: (443) 861-0743; and Mr. Rod Knecht at email: roderick.c.knecht.civ@mail.mil, or comm: (443) 861-7818.



KIRK F. VOLLMECKE
Major General, USA
Program Executive Officer
Intelligence, Electronic Warfare and Sensors

5 Encls:

1. Conference Agenda
2. Co-Sponsor MOU
3. Conference Security Plan
4. Legal Review
5. CEMA 2018 Conference Anticipated Attendance by Organization

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