IN REPLY REFER TO:
5271/01C
CP
'JUN 2 8 2012

From: Commandant of the Marine Corps

Subj: INFORMATION RESOURCES MANAGEMENT (IRM) STANDARDS AND
       GUIDELINES PROGRAM INDEX

Ref: (a) MCO 5271.1B

Encl: (1) IRM-5271-01C Information Resources Management (IRM)
           Standards and Guidelines Program Index

1. PURPOSE. To provide an abstract on each technical publication published
under the Marine Corps Information Resources Management (IRM) Standards and
Guidelines Program as defined in the reference.

2. CANCELLATION. IRM-5271-01B.

3. SUMMARY OF REVISIONS

    a. Appendix A has been revised to add an index of all technical
publications issued or under development.

    b. Appendix B has been revised to provide abstracts of all technical
publications issued or under development.

4. AUTHORITY. The information promulgated in this publication is based upon
policy and guidance contained in reference (a).

5. APPLICABILITY. This publication is applicable to the Marine Corps
Reserve.

6. SCOPE.

    a. Compliance. Not applicable to this publication.

    b. Waivers. Not applicable to this publication.

7. SPONSOR. The sponsor of the technical publication is the CMC CP.

K. J. NALLY
Director, Command, Control,
Communications and Computers

DISTRIBUTION STATEMENT A: Approved for public release; distribution is
unlimited.

IRM-5271-01C

U.S. Marine Corps

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UNITED STATES MARINE CORPS

Information Resources Management (IRM) Standards
and Guidelines Program

IRM Standards and Guidelines Program Index
IRM-5271-01C

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RECORD OF CHANGES

Change Number	Date of Change	Date Received	Date Entered	Signature of Person Entering Change

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Chapter 1

TECHNICAL PUBLICATIONS OVERVIEW

1. <u>TECHNICAL PUBLICATION INDEX</u>. Appendix A lists each technical publication issued under MCO 5271.1B or that is under development, by its IRM number, title, and date of publication. One asterisk (*) beside the number indicates that a change or changes have been issued. The number in parentheses following the asterisk indicates the number of changes to that publication that have been issued as of the date of this publication. Two asterisks (**) indicate that the publication is under development and has not been issued.

2. <u>TECHNICAL PUBLICATION ABSTRACTS</u> . Appendix B lists each technical publication by its IRM number and title, and gives a brief abstract of the contents of the publication.

3. <u>ORGANIZATION</u>

3.1. <u>Reviews, Requests and Recommendations</u>. Technical publications under the Information Resources Management (IRM) Standards and Guidelines Program are reviewed annually or as necessary. Requests and recommendations concerning technical publications should be forwarded to:

> Commandant of the Marine Corps
> CP
> HQMC
> 3000 Marine Corps Pentagon
> Washington, DC 20350-3000
> (or)
> CMC WASHINGTON DC C4 CP (uc)
> (or)
> c4cpstrategy@usmc.mil

3.2. <u>Technical Publication Numbering</u>. The numbering system for the IRM Standards and Guidelines Program technical publications is based on the DON Standard Subject Identification Code (SSIC) Manual, SECNAV M-5210.2.   (See FIGURE 1-01.)

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IRM-5271-04A

Series of Publication. ———————————————————————————

SSIC (SECNAV M-5210.2). ————————————————————————

Number of the Publication within ————————————————————
    the SSIC series.

Current version, with an A indicating
    the first revision to the publication. ————————————————
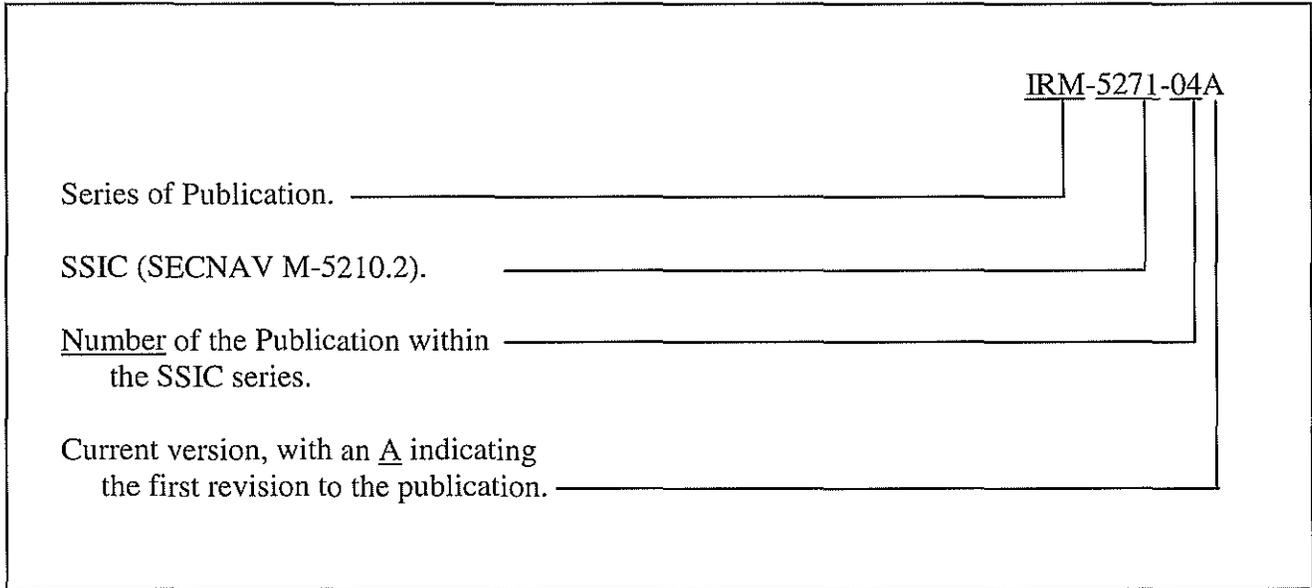
FIGURE 1-0 1
Example of Technical Publication Numbering

Appendix A

INDEX

The following is an index of technical publications issued under the authority of MCO 5271.1, or is under development.

INDEX OF IRM TECHNICAL PUBLICATIONS

NUMBER	SUBJECT/DATE OF PUBLICATION
2300-01**	MARINE CORPS INFORMATION ENTERPRISE (MCIE) SUPPORTING ESTABLISHMENT (SE) CONCEPT OF EMPLOYMENT (COE)
2300-02	ENTERPRISE IT SERVICE MANAGEMENT SERVICE CATALOG MANAGEMENT PROCESS GUIDE (06/06/11)
2300-03	ENTERPRISE IT SERVICE MANAGEMENT EVENT MANAGEMENT PROCESS GUIDE (06/06/11)
2300-04	ENTERPRISE IT SERVICE MANAGEMENT INCIDENT MANAGEMENT PROCESS GUIDE (04/14/11)
2300-05	ENTERPRISE IT SERVICE MANAGEMENT CHANGE MANAGEMENT PROCESS GUIDE (06/06/11)
2300-06	ENTERPRISE IT SERVICE MANAGEMENT CONFIGURATION MANAGEMENT PROCESS GUIDE (04/14/11)
2300-07	ENTERPRISE IT SERVICE MANAGEMENT RELEASE AND DEPLOYMENT MANAGEMENT PROCESS GUIDE (04/14/11)
2300-08	ENTERPRISE IT SERVICE MANAGEMENT REQUEST FULFILLMENT PROCESS GUIDE (10/13/11)
5231-01	ENTERPRISE SERVICE ROLES, RESPONSIBILITIES AND PERMISSIONS GUIDE (08/01/11)
5231-04A**	FUNCTIONAL REQUIREMENTS DEFINITION

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5231-19B**	PROJECT MANAGEMENT PLAN
5231-20B**	REQUIREMENT STATEMENT
5239-09	CONTINGENCY PLANNING (07/05/89)
5271-01C	IRM STANDARDS AND GUIDELINES PROGRAM INDEX (06/28/12)
5271-04B**	IRM STANDARDS AND GUIDELINES PROGRAM TECHNICAL PUBLICATION FORMAT

* Indicates published changes, (#) indicates the number of changes issued as of the date of this publication.

** Indicates that the publication is under development and has not been published.

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Appendix B

ABSTRACTS

The following is an abstract of each technical publication that has been issued or is under development.

<u>IRM-2300-01 MARINE CORPS INFORMATION ENTERPRISE (MCIE) SUPPORTING ESTABLISHMENT (SE) CONCEPT OF EMPLOYMENT (COE)</u> – The Marine Corps Information Enterprise (MCIE) Supporting Establishment (SE) Concept of Employment (COE) describes the overall concepts, structures, and roles and responsibilities for NetOps Command and Control (C2), planning, Network Common Operational Picture (NetCOP), and systems management as it relates to the Marine Corps Supporting Establishment also referred to as the 5th element of the Marine Corps Air Ground Task Force (MAGTF). It is network agnostic, bridges strategic guidance, and detailed operational procedures to describe how the MCIE (SE) environment is operated and defended through NetOps.

<u>IRM-2300-02 ENTERPRISE IT SERVICE MANAGEMENT SERVICE CATALOG MANAGEMENT PROCESS GUIDE (06/06/11)</u> - This publication establishes a documented and clear foundation for Service Catalog Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., Regional, Local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC IT activities are executed in a uniform manner.

<u>IRM-2300-03 ENTERPRISE IT SERVICE MANAGEMENT EVENT MANAGEMENT PROCESS GUIDE (06/06/11)</u> - This publication establishes a documented and clear foundation for Event Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., Regional, Local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC IT activities are executed in a uniform manner.

<u>IRM-2300-04 ENTERPRISE IT SERVICE MANAGEMENT INCIDENT MANAGEMENT PROCESS GUIDE (04/14/11)</u> – This publication establishes a documented and clear foundation for Incident Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., Regional, Local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC IT activities are executed in a uniform manner.

IRM-2300-05 ENTERPRISE IT SERVICE MANAGEMENT CHANGE MANAGEMENT PROCESS GUIDE (06/06/11) - This publication establishes a documented and clear foundation for Change Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., Regional, Local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC IT activities are executed in a uniform manner.

IRM-2300-06 ENTERPRISE IT SERVICE MANAGEMENT CONFIGURATION MANAGEMENT PROCESS GUIDE (04/14/11) – This publication establishes a documented and clear foundation for Configuration Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., regional, local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC Information Technology (IT) activities are executed in a uniform manner.

IRM-2300-07 ENTERPRISE IT SERVICE MANAGEMENT RELEASE AND DEPLOYMENT MANAGEMENT PROCESS GUIDE (04/14/11) – This publication establishes a documented and clear foundation for Release and Deployment Management process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., regional, local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC Information Technology (IT) activities are executed in a uniform manner.

IRM-2300-08 ENTERPRISE IT SERVICE MANAGEMENT REQUEST FULFILLMENT PROCESS GUIDE (10/13/11) – This publication establishes a documented and clear foundation for Request Fulfillment process implementation and execution across the United States Marine Corps (USMC) enterprise. Process implementation and execution at lower levels (e.g., regional, local, and Programs of Record) must align and adhere to directives and schema documented within this guide. The active use of this guide ensures USMC Information Technology (IT) activities are executed in a uniform manner.

IRM-5231-01 ENTERPRISE SERVICE ROLES, RESPONSIBILITIES AND PERMISSIONS GUIDE (08/01/11) – This publication outlines the security roles and responsibilities for supporting regionally hosted Marine Corps enterprise services, and defines standard (required) and recommended (optional) access control entries on Active Directory (AD) and related objects in support of Directory, Messaging, and File Sharing services. This policy includes Organizational Unit (OU) structure and permissions, and is applicable to both classified and unclassified enterprise services.

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IRM-5231-04A FUNCTIONAL REQUIREMENTS DEFINITION – This updated standard will provide the guidelines to produce a functional requirements definition. The definition developed will detail the user's requirements for new, changed, or enhanced applications or services necessary to meet Marine Corps Information Environment objectives.

IRM-5231-19A PROJECT MANAGEMENT PLAN - This standard will provide updated guidelines to produce a project management plan (PMP) . The PMP is the working document that assists the project manager in the management of the IS project. It serves as a guide to direct the
development or modification of the IS through the various phases of it's life cycle.

IRM-5231-20A REQUIREMENTS STATEMENT - This updated standard will provide the guidelines to produce a requirements statement (RS) . The RS is a statement of user requirements based on and developed from the established system objectives. The RS shall be used as the basis for the initial analysis and study of the system.

IRM-5239-09 CONTINGENCY PLANNING - This publication provides procedures to effectively develop, maintain and test a contingency/backup processing plan.

IRM-5271-01C IRM STANDARDS AND GUIDELINES PROGRAM INDEX - This publication lists the IRM technical publications issued under MCO 5271.1, It provides a brief abstract of each publication.

IRM-5271-04A TECHNICAL PUBLICATION FORMAT - This updated publication will provide guidance as to format and composition of the IRM technical publications. Examples of topics covered are promulgation letter, cover page, page format, paragraph numbering, and publication numbering. This structured approach will provide uniformity for the varied topics to be published under the IRM technical publication series.

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COMMENTS/REVISIONS

Technical publications under the Information Resources Management (IRM) Standards and Guidelines Program (MCO 5271 .1C) are reviewed annually. Directly submitted comments and/or recommendations are strongly encouraged from all levels.

IRM Tech Pub Name:

_____

IRM- _____-_____ (Number)   Date of Tech Pub:

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COMMENTS/RECOMMENDATIONS:_____

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Name/Rank:_____ (optional)

Unit: _____ (optional)

Mail To: Commandant of the Marine Corps
          CP
          HQMC
          3000 Marine Corps Pentagon
          Washington, DC 20350-3000
                  (or)
          CMC WASHINGTON DC C4 CP (uc)
                  (or)
          c4cpstrategy@usmc.mil