27 FEB 2012

MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE AIR FORCE
        FOR INTERNATIONAL AFFAIRS
        DEPUTY ASSISTANT SECRETARY OF THE ARMY
         FOR DEFENSE EXPORTS AND COOPERATION
        DEPUTY ASSISTANT SECRETARY OF THE NAVY FOR
         INTERNATIONAL PROGRAMS
        DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY
        DIRECTOR FOR SECURITY ASSISTANCE, DEFENSE FINANCE
         AND ACCOUNTING SERVICE – INDIANAPOLIS OPERATIONS
        DIRECTOR, DEFENSE INFORMATION SYSTEMS AGENCY
        DIRECTOR, DEFENSE LOGISTICS AGENCY
        DIRECTOR, DEFENSE LOGISTICS INFORMATION
         SERVICE
        DIRECTOR, DEFENSE REUTILIZATION AND
         MARKETING SERVICE
        DIRECTOR, DEFENSE THREAT REDUCTION AGENCY
        DIRECTOR, NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY
        DEPUTY DIRECTOR FOR INFORMATION ASSURANCE,
         NATIONAL SECURITY AGENCY

SUBJECT: Anticipated Offer Dates (AODs) for Letter of Offer and Acceptance (LOA) Restatements, DSCA Policy 12-08 [SAMM E-Change 197]
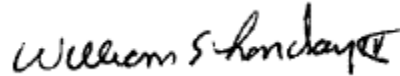
Reference: DSCA Policy 11-46, Revision to Letter of Offer and Acceptance (LOA) Document Processing Procedures, August 29, 2011

      Above reference described the system changes that were made to the Defense Security Assistance Management System (DSAMS) so that AODs would be automatically generated and assigned by DSAMS for every LOA document. An AOD is the date that the Implementing Agency anticipates offering an LOA document to the purchaser. The LOA document processing goal seeks to transmit 85 percent of LOAs, Amendments and Modifications to the purchaser on or before the AOD.

      A restated LOA is an LOA that requires major changes after it has been offered to the purchaser. Restatements can be made as long as the document is in "offered" status, the LOA has not been accepted by the purchaser and the Offer Expiration Date has not yet expired. When restating an LOA or amendment (modifications are not restated since they are for U.S. unilateral changes that do not require purchaser acceptance), the Implementing Agency is required to begin the LOA development process over in order to incorporate the changes while maintaining the existing LOA designator. Until recently, DSAMS only had the capability to measure the processing time of initial LOA documents. To resolve this issue, system changes have been

made to DSAMS so that the processing time of all LOA documents, to include restated documents, can now be measured.

Attachment 1 updates Chapter 5 of the Security Assistance Management Manual (SAMM) to reflect the DSAMS changes and the requirement to create a separate customer request in DSAMS for each LOA document. If you have questions concerning the attached SAMM policy, please contact Mr. Kent Bell, DSCA-STR/POL, kent.bell@dsca.mil, (703) 604-6612.

William E. Landay III
Vice Admiral, USN
Director

Attachment:
As stated

cc:
STATE/PM-RSAT
AFRICOM
CENTCOM
EUCOM
JFCOM
NORTHCOM
PACOM
SOCOM
SOUTHCOM
TRANSCOM
USASAC
SATFA TRADOC
NAVICP
NETSAFA
AFSAC
AFSAT
MDA
DISAM

Security Assistance Management Manual (SAMM), E-Change 197

Insert as SAMM Chapter 5, C5.1.3.10., to read as follows:

 C5.1.3.10. <u>Customer Requests</u>. A customer request should be created in DSAMS for each LOA document that is prepared. This includes creating separate customer requests for multiple LOA documents that are developed based upon one LOR. Creating a separate customer request for each LOA document will enable DSAMS to accurately measure the LOA development processing time of each document, to include scenarios where only one of the LOA documents is restated.

Insert SAMM Chapter 5, C5.4.3.2., to read as follows:

 C5.4.3.2. <u>AOD for Restatements</u>. DSAMS will automatically revise the original customer request status of an LOA document from LOR Complete to LOR Restate once an Implementing Agency selects the restatement tool in DSAMS. The Implementing Agency will revise the customer request status in DSAMS from LOR Restate to LOR Complete once it is determined there is sufficient information to begin restatement of the LOA. DSAMS will not allow the IA to approve (MILAP) the restated LOA document without the customer request status being marked LOR complete. Once the customer request is marked complete, DSAMS will automatically assign a new AOD to the restatement based upon the case grouping selected. The Implementing Agency may revise the DSAMS generated AOD for the restated LOA as described in C5.4.2.1.