



## DEFENSE SECURITY COOPERATION AGENCY

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WASHINGTON, D.C. 20301-2800

26 NOV 2013

MEMORANDUM FOR DIRECTOR, DEFENSE THREAT REDUCTION AGENCY  
DIRECTOR, DEFENSE INFORMATION SYSTEMS AGENCY  
DIRECTOR, DEFENSE LOGISTICS AGENCY  
DIRECTOR, NATIONAL GEOSPATIAL INTELLIGENCE  
AGENCY  
DIRECTOR, MISSILE DEFENSE AGENCY  
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY  
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 LOGISTICS AGENCY DEFENSE  
LOGISTICS INFORMATION SERVICE  
DIRECTOR, DEFENSE LOGISTICS AGENCY DISPOSITION  
SERVICES  
DIRECTOR FOR SECURITY ASSISTANCE, DEFENSE FINANCE  
AND ACCOUNTING SERVICE - INDIANAPOLIS OPERATIONS  
DEPUTY DIRECTOR FOR INFORMATION ASSURANCE,  
NATIONAL SECURITY AGENCY

SUBJECT: Guidance Concerning the Reduction of Foreign Military Sales (FMS) and Building Partner Capacity (BPC) cases FMS Administrative Surcharge to Facilitate Case Closure, DSCA Policy 13-59 [SAMM E-Change 239]

This memorandum provides guidance on the reduction of the FMS Administrative Surcharge on FMS and BPC cases to facilitate case closure. When a case is in an over delivered position of less than \$100.00 due to the rounding down of below-the-line surcharge pricing in the Defense Security Assistance Management System (DSAMS), the Implementing Agency (IA) is authorized to certify the case for closure. A modification to the case is not required. Furthermore, DFAS Indianapolis is authorized to process an FMS Administrative Surcharge adjustment to the case with this condition for any amount under \$100.00 to facilitate closure.

The attachment updates Chapter 16 of the SAMM to reflect this policy change. For any questions regarding this policy change, please contact Mr. Brad Bittinger, DSCA/DBO/FPA, at (703) 602-1360 or email: [brad.bittinger@dscamil](mailto:brad.bittinger@dscamil).

A handwritten signature in black ink, appearing to read "James Worm", is positioned above the printed name.

James Worm  
Principal Director  
Business Operations

Attachment:  
as stated

cc:

STATE/PM-RSAT

DISAM

USASAC

SATFA

TRADOC

USACE

NAVSUP WSS

NETSAFA

AFSAC

AFSAT

AFCEE

MARCOR IP

SCETC

USCG International Affairs (G-CI)

AFRICOM

CENTCOM

EUCOM

NORTHCOM

PACOM

SOUTHCOM

JFCOM

SOCOM

TRANSCOM

**Guidance Concerning the Reduction of Foreign Military Sales (FMS) and Building Partner Capacity (BPC) cases FMS Administrative Surcharge to Facilitate Case Closure, DSCA Policy 13-59 [SAMM E-Change 239]**

Insert the following text as Chapter 16, Section C16.4.7.1.:

**C16.4.7.1. Reduction in the FMS Administrative Surcharge to Facilitate Case Closure.**

A case in an over delivered position should be certified for closure by the IA when the amount of the over delivered position on the case is less than \$100.00 due to the rounding down of below-the-line surcharge pricing in DSAMS. A modification to the case is not required. Furthermore, DFAS Indianapolis is authorized to process an FMS Administrative Surcharge adjustment to the case with this condition for any amount under \$100.00 to facilitate closure.