



DEFENSE SECURITY COOPERATION AGENCY
2800 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-2800

05 DEC 2008

MEMORANDUM FOR : DEPUTY ASSISTANT SECRETARY OF THE
ARMY FOR DEFENSE EXPORTS AND
COOPERATION
DEPARTMENT OF THE ARMY

DIRECTOR, NAVY INTERNATIONAL
PROGRAMS OFFICE
DEPARTMENT OF THE NAVY

UNDER SECRETARY OF THE AIR FORCE
(INTERNATIONAL AFFAIRS)
DEPARTMENT OF THE AIR FORCE

DIRECTOR FOR SECURITY ASSISTANCE,
DEFENSE FINANCE AND ACCOUNTING
SERVICE, INDIANAPOLIS CENTER

SUBJECT: Update to Chapter 5, Section C5.4. FMS Case Closure Reporting of the Foreign
Military Sales (FMS) Case Reconciliation and Closure Manual (RCM), DoD
5105.65-M, DSCA Policy 08-41 , [RCM E-Change 1]

Chapter 5, Section C5.4. FMS Case Closure Reporting, of DoD 5105.65M, RCM, is updated as reflected on the attached. These pages replace pages 196 thru 200 of the RCM in their entirety. The purpose of these changes is to clarify the data required in each section of the DSCA(Q)1238 FMS Case Closure Status Report.

These changes are effective immediately and will be included in the automated version of the RCM found on the DSCA Web Page as RCM E-Change 1.

Please direct any questions to Ms. Candy Donaldson, DSCA/DBO/FPIO, 703-602-1360.

A handwritten signature in cursive script, reading "Ann Cataldo", is positioned above the typed name.

Ann Cataldo
Principal Director
Business Operations

Attachment:
As stated

Cc:
DISAM
USASAC
NAVICP
AFSAC
NETSAFA
AFSAT

Security Assistance Management Manual (SAMM), RCM E-Change 1

C5.4. FMS CASE CLOSURE REPORTING

C5.4.1. Goals and Objectives for Case Closure. Annual goals and objectives are established to track closure progress in order to ensure case closure remains a priority, that appropriate resources are being allocated to carry out case closure policy, and to report case closure progress to the purchasers and senior management. These goals and objectives are established annually by the Performance Measurement Senior Working Group (PMSWG) and the IA's. The IA's goals are based on the Supply Service Complete (SSC) case inventory, available resources, and workload. The PMSWG sets goals for the FMS community as a whole.

C5.4.2. DSCA(Q)1238 "FMS Case Closure Status Report". The DSCA(Q)1238 report is the vehicle used to report the data required to track closure progress on a quarterly basis. This report is due to DSCA/DBO/FPIO by the 10th working day of the month following the end of each quarter. Figure C5.F3. on the following pages, is the template for the DSCA(Q)1238 report.

Figure C5.F3. FMS Case Closure Status

DSCA(Q)1238 REPORT

Organization: _____ For the Quarter Ending: _____

PART 1: Case Closure Progress Status:

A. Number of all open cases (Note 1): _____

B. Number of all SSC Cases (Note 2): _____

Percent of open cases that are SSC (B/A) _____%

(File attached)

C. Number of SSC Cases (B) over 2 years old (Note 3): _____

D. Number of ACCP SSC Cases over 2 years old (Note 4): _____

Percent of ACCP SSC cases over 2 years old to all SSC cases (D/B) _____%

E. Number of SSC cases to be kept open per the FMS purchasers' request: _____

(List of cases attached)

F. Number of _____ cases in the DIFS Case Closure Inventory (data source: DFAS-IN):

(1) Quarterly Total: _____

(a) Cases in L (under-collected) Status: _____

(b) Cases in I (In balance, ready to close) Status: _____

(c) Cases in all other statuses: _____

(F1 - F1a - F1b)

G. Number of cases closed this quarter and FY (data source: DFAS-IN):

(1) ACCP

Quarter: _____ FY : _____

(2) Non-ACCP

Quarter: _____ FY : _____

(3) Total (G1 + G2)

Quarter: _____ FY : _____

Figure C5.F3. FMS Case Closure Status, continued

H. Number of cases transitioned from interim (C2) status to final (C3) status (Note 5):

Quarter: _____ FY: _____

I. Estimated number of cases to be closed in FY per Plan of Action and Milestones
and/or goal: _____

Percent of cases closed to goal (G/I): _____%

PART 2: Resources

Financial

Total funding dedicated to effort: \$ _____

Allocation Distribution:

Reconciliation:

Case: \$ _____

Contract: \$ _____

NULOs: \$ _____

SDRs: \$ _____

Travel \$ _____

DFAS-IN \$ _____

Other (describe) _____ \$ _____

Personnel

Government Resources: Describe resources dedicated to effort:

Contract Support Services: Identify contractor and function performed:

Remarks and/or Comments: (any additional narrative in regard to closure progress or to address any obstacles and/or inhibitors. Trend analysis (e.g., are some commands performing better or worse than others are certain categories of cases more prone to closure problems?)

Notes

- (1) All cases in an implemented status as of the quarter ending date.
- (2) Number of cases included in A. that are SSC. File should include CC, IA, Case, and Supply Complete Date
- (3) Number of cases included in B. that are over 2 years old.
- (4) Number of cases included in C. that are ACCP.
- (5) Does not include cases in the current year Annual ULO Refund.

INVENTORY OF ACCP CASES 2 YEARS SSC

KEPT OPEN PER FMS PURCHASER REQUEST

FMS Case Identifier	Purchaser Reference (Reference Number and Date)***	<u>Authorizing Purchaser Official</u> (Name and Title)
---------------------	--	---

***May also include reference to a specific FMS review where the status of this case was discussed.

C5.4.3. Performance Measurements. Performance in closing cases is measured at the highest levels within the USG’s FMS community. The Security Cooperation Deputies Forum (SCDF) is a primary oversight component. The SCDF is chaired by the DSCA Deputy Director, and includes senior representatives from the IAs, DFAS, DCMA, and the Foreign Procurement Group. Currently the following closure performance measurements are provided at each quarterly SCDF briefing:

C5.4.3.1. The number of SSC cases versus total open cases.

C5.4.3.2. The number of SSC cases over 2 years old versus the total number of SSC cases.

C5.4.3.3. The number of cases closed versus cases eligible for closure.

C5.4.4. DFAS Indianapolis (DFAS-IN) Closure Statistics. DFAS-IN is responsible for supplying case closures statistics at the end of each quarter to DSCA/DBO/FPIO. DSCA/DBO/FPIO decides the composition of the statistics. Generally, the information is provided in slide form, showing the total number of Army, Navy, air Force, and Minor IA cases closed during the quarter plus the 4 previous quarters. The IA closure numbers are further broken down into the number of Non-ACC, ACC, and EACC cases for each of the quarters. Another slide is compiled that shows EACC statistics since the implementation of the program in 1995. The slide shows the total number of cases closed under EACC procedures and the net excess funds returned to purchasers at closure.

C5.5. Case Closure Suspense Account (CCSA) STATEMENT

C5.5.1. DFAS-IN maintains the CCSA at country level. Transactions occurring after interim closure are processed against each country’s respective accounts. (See section C4.12. for the background and processing requirements related to the CCSA.). Table C5.T4. is the lexicon for the CCSA statement. Figure C5.F4., on page 203, is a sample statement.