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

31 OCT 2018

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 LOGISTICS AGENCY DISPOSITION
         SERVICES
        DIRECTOR, DEFENSE THREAT REDUCTION AGENCY
        DIRECTOR, MISSILE DEFENSE AGENCY
        DIRECTOR, NATIONAL GEOSPATIAL – INTELLIGENCE
         AGENCY
        DEPUTY DIRECTOR FOR INFORMATION ASSURANCE,
         NATIONAL SECURITY AGENCY

SUBJECT: Security Assistance Management Manual (SAMM), Administrative Changes,
    Defense Security Cooperation Agency (DSCA) Policy 18-58, [SAMM E-Change
    407]

      This memorandum updates the SAMM with clerical and administrative changes. This memorandum does not contain contextual policy changes. DSCA will issue contextual changes to the SAMM under a separate policy memo/SAMM E-change. These administrative changes will be included in the online version of the SAMM at http://www.samm.dsca.mil.

      The SAMM changes identified in this memorandum are effective immediately. For questions, please contact Andrew Mayer, Andrew.P.Mayer.civ@mail.mil, (703) 697-9480.

          Alan Gorowitz
          Principal Director
          Strategy, Plans, and Programming

Attachment:
As stated.

cc:
STATE/PM-RSAT
AFRICOM
CENTCOM
EUCOM
NORTHCOM
PACOM
SOCOM
SOUTHCOM
TRANSCOM
USASAC
USASAC-NC
SATFA
TRADOC
NAVSUP WSS
NAVICP
NETSAFA
AFSAC
AFSAT
DISAM
MARCOR IP
SCETC
USCG International Affairs (G-CI)

Security Assistance Management Manual (SAMM), E-Change 407
Administrative Changes

- C9.14.2. Business Process Reviews.

    o   C9.14.2. Business Process Reviews (BPRs).

- C9.14.2.4. Deliverables. DSCA (Directorate of Business Operations (DBO)) will prepare minutes from the BPRs, to include any action items, and provide to the participants. Further, it will track actions and follow-up to ensure all open action items are completed.

    o   C9.14.2.4. Deliverables. DSCA (Directorate of Business Operations (DBO)) will prepare minutes from the BPRs, to include any action items, and provide to the participants no later than 20 days after completion of the BPR. Further, DBO will track the status of action items and follow-up every 30 days until all open action items are completed.

- C3.3.4.2. "…. ITAR Form DSP-85 is required for any import and re-export from the United States of classified defense articles being temporarily imported into the United States."

    o   C3.3.4.2. "…. An ITAR Form DSP-85 is required for any import and re-export from the United States of classified defense articles being temporarily imported into the United States that are not otherwise exempted by 22 CFR 123.4 (a) (5) and 126.6 (c)."

    o   This change is based on a Directorate of Defense Trade Controls (DDTC) FAQ interpretation at:

    o   https://www.pmddtc.state.gov/?id=ddtc_public_portal_faq_detail&sys_id=918b2d9cdb3d5b4044f9ff621f961943

- C10.6.3.4. "…. IMET funds may be used for a maximum of two IMS to obtain a postgraduate degree at non-invitational PME schools, e.g. the U.S. Naval Postgraduate School or at the Air Force Institute of Technology with the approval of State PM/SA."

    o   C10.6.3.4. "…. IMET funds may be used for a maximum of two IMS to obtain a postgraduate degree at non- PME/E-IMET schools with the approval of State PM/SA."

- C10.T5. "…. For example, SCOs should include no more than five of the same technical course, no more than ten of the same PME course in their IMET program, and no more than two master's degree courses (excluding invitational PME courses), per fiscal year. (Note: All requests for IMET funded Master's degree programs require DoS (PM/SA) approval.)"

To read:

- C10.T5. "…. For example, SCOs should include no more than five of the same technical course, no more than ten of the same PME course in their IMET program, and no more than two master's degree courses (excluding PME/E-IMET courses), per fiscal year. (Note: All requests for IMET funded Master's degree programs require DoS (PM/SA) approval.)"

- Table C10.T18. Information to be provided on student Unauthorized Absence
  - add "US Equivalent Rank" to the table listing