



**DEFENSE SECURITY COOPERATION AGENCY**  
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27 SEPT 2021

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, DEFENSE INFORMATION SYSTEMS AGENCY  
DIRECTOR, DEFENSE LOGISTICS AGENCY  
DIRECTOR, DEFENSE THREAT REDUCTION AGENCY  
DIRECTOR, MISSILE DEFENSE AGENCY  
DIRECTOR, NATIONAL GEOSPATIAL INTELLIGENCE  
AGENCY  
DIRECTOR FOR SECURITY ASSISTANCE, DEFENSE FINANCE  
AND ACCOUNTING SERVICE – INDIANAPOLIS OPERATIONS  
DIRECTOR OF CYBERSECURITY DIRECTORATE AND DEPUTY  
NATIONAL MANAGER FOR NATIONAL SECURITY SYSTEMS,  
NATIONAL SECURITY AGENCY

SUBJECT: Security Assistance Management Manual (SAMM) Policy Memorandum 21-72,  
Revision of Accelerated Case Closure Procedures Timeline for Training Cases  
[SAMM E-Change 549]

REFERENCES:

- a) DSCA Manual 5105.38, Security Assistance Management Manual (SAMM) Chapter 16, Appendix 6 (LOA Notes Listing), and Appendix 7 (Reconciliation and Closure Guide)
- b) DSCA Policy Memorandum 06-03, Enhanced Accelerated Case Closure (EACC), December 2006
- c) DSCA Policy Memorandum USP020014-08, Discontinuance of the Enhanced Accelerated Case Closure (EACC) List, December 2008

This memorandum revises the Accelerated Case Closure Procedures (ACCP) timeline for training cases from 24 months to 36 months. Case closure guidelines for all other case types remains 24 months. This memorandum rescinds Reference (b) and Reference (c).

The ACCP is the most common process for closing Letters of Offer and Acceptance. This allows a case to be closed after all articles and services are Supply Service Complete (SSC), even when there are outstanding unliquidated obligations on the case. The United States Government (USG) goal is to close cases for those participating in ACCP within 24 months after SSC.

The ACCP 24-month timeline has not been consistently met for closing eligible training cases. DSCA's review of ACCP case closure data revealed that there are often several extenuating factors that contribute to a longer case closure timeline. The most common factors are those that are dependent upon multiple agencies/participants to complete their portion of a transaction, such as contract reconciliation, travel cost reconciliation (international students and USG personnel), medical charges, and tuition billings. On average, an additional 12 months have been required to complete these reconciliations to close ACCP training cases. In order to account for these common issues, this policy establishes the standard of 36 months for case closure of training cases.

Should you have any questions concerning this policy, please contact the action officer, Ms. Wendy Pouliot, OBO/FPRE/FP, (703) 692-1316 or wendy.pouliot.civ@mail.mil.

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J. Aaron Harding  
Chief Operating Officer and Chief Financial Officer  
Defense Security Cooperation Agency

Attachment:  
As stated

cc:  
USASAC  
SATFA  
TRADOC  
USACE  
NAVSUP WSS  
NETSAFA  
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**Security Assistance Management Manual (SAMM), E-Change 549**  
**Revision of Accelerated Case Closure Procedures (ACCP) Timeline for Training Cases**

1. Update Chapter 16, Section C16.4.1.1.3. to read as follows:

**C16.4.1.1.3.** For purchasers participating in ACCP, the USG goal is to close cases within 36 months of SSC for training cases and 24 months of SSC for all other cases as indicated in the LOA. Should the purchaser want a case to remain open, even though it is SSC, the request must be approved by the IA as outlined in [Section C16.2.13.2](#). DSCA policy requires that the purchaser's Ministry of Defense (or equivalent organization) agree that the case remains open. Minutes from a DSCA-sponsored Financial Management Review (FMR) or a request from an official with LOA signature authority may serve as an official request from the purchaser.

2. Update Appendix 6, LOA Notes Listing, Case Closure – FMS, Note Text to read as follows:

Note Text
For cases belonging to countries under the Accelerated Case Closure (ACC) procedures:  “The estimated closure date is 24 months after the date of projected final delivery or service performance, or 36 months for training cases”
For cases belonging to countries not participating in ACC procedures:  “The estimated closure date is 36 months after projected final delivery or service performance or the closure of underlying associated contracts, whichever occurs later.”

3. Update Appendix 7, Chapter 3, Section C3.3.1. to read as follows:

**A7.C3.3.1. ACCP.** ACCP is the most comment closure process. The USG goal is to close ACCP cases within 24 months of SSC as indicated in the LOA. The USG goal for training cases is 36 months of SSC. This type of closure allows a case to be closed after SSC, even if there are outstanding ULOs on the case (refer to [Section A7.C3.13](#), for the details). Purchaser funds are placed in a Case Closure Suspense Account (CCSA) pending final resolution of the ULOs. ACCP is voluntary, except for those countries with FMF-funded cases, which require mandatory participation in ACCP for all FMS cases regardless of the funding source. Most countries/international organizations participate, or are automatically included, in the ACCP process. The DSCA (Office of Business Operations, Financial Policy and Regional Execution Directorate) maintains the master list of countries participating in the ACCP program. Refer to [Table A7.C3.T1](#), for a list of participating purchasers. There are two categories of ACCP closure: the standard process, and DSCA- directed force closures. The following are conditions necessary for a case to be closed utilizing ACCP: