



DEFENSE SECURITY COOPERATION AGENCY

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WASHINGTON, D.C. 20301-2800

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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
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DIRECTORATE, DEFENSE FINANCE AND ACCOUNTING
SERVICE, INDIANAPOLIS OPERATIONS
DIRECTOR OF CYBERSECURITY DIRECTORATE AND DEPUTY
NATIONAL MANAGER FOR NATIONAL SECURITY
SYSTEMS, NATIONAL SECURITY AGENCY

SUBJECT: Defense Security Cooperation Agency Policy Memorandum 26-31, Updates to the
Military Articles and Services List Request Form [SAMM E-Change 795]

This memorandum updates the Military Articles and Services List (MASL) request form and procedures in Security Assistance Management Manual (SAMM) [Chapter 5](#) to align with current business practices. When Implementing Agencies (IAs) require the creation of a new MASL or an update to an existing MASL, the IAs submit requests to DSCA through an electronic MASL Tracker site, rather than using a fillable PDF request form. A MASL is the primary element on a Letter of Offer and Acceptance (LOA) to identify the defense article or defense service being provided. Every line on an LOA includes a MASL. The MASL provides additional significant information about the defense article or defense service such as classification, Major Defense Equipment (MDE) identification, and End Use Monitoring category.

This memorandum supersedes [DSCA Policy Memorandum 21-43](#) content on Section C5.4.7.11.1. and Figure C5.F24. MASL Form and Instruction Sheet. The policy in the attachment is incorporated into the SAMM at <https://samm.dsca.mil>.

If you have questions on this memorandum, please contact DSCA (Office of Strategy, Plans, and Policy, Execution Policy and Analysis Directorate (SPP/EPA)) at dsca.ncr.spp.mbx.epa@mail.mil and DSCA (Office of Business Operations, Financial Policy and Region Execution Directorate, Financial Analysis and Compliance Division (OBO/FPRE/FAC)) at dsca.ncr.obo.list.fpre-fac@mail.mil.

A handwritten signature in blue ink, appearing to read "Hussam Bader", with a large, stylized flourish extending to the right.

Hussam H. Bader
Acting Assistant Director
Strategy, Plans, and Policy

Attachment: SAMM E-Change 795 - Updates to the Military Articles and Services List Request Form

Security Assistance Management Manual E-Change 795

UPDATES TO THE MILITARY ARTICLES AND SERVICES LIST REQUEST FORM

1. Update Section C5.4.8.11.1. to the following:

C5.4.8.11.1. Military Articles and Services List Request Submission and Review Process.

C5.4.8.11.1.1. Roles and Responsibilities of the Implementing Agency. Each IA will assign a Point of Contact (POC) to facilitate MASL request processing and allow for efficient responses to any questions or concerns. The IA MASL POC is responsible for ensuring the MASL Request Form is used for all MASL requests and that ~~completed~~ request forms are accurate and complete ~~with supporting documentation (e.g. nonrecurring cost (NC) Calculation Worksheets for MDE MASLs, technical specifications) before submitting through the MASL Tracker on SharePoint.~~ ~~prior to submission to DSCA's MASL mailbox at: dscaner.dbo.mbx.masl@mail.mil.~~ General MASL responsibilities for IAs are listed in [Table C5.T19](#). DSCA (Office of Business Operations, Financial Policy & Regional Execution Directorate, Financial Analysis and Compliance Division (OBO/FPRE/FAC)) is responsible for reviewing, processing, and approving **all** MASL requests.

C5.4.8.11.1.2. Submission Requirements. IAs must submit the MASL Request Form as shown in [Figure C5.F24](#). "Military Articles and Services List Form and Instruction Sheet" with the information required to establish the MASL in DSAMS. For MASL requests that are MDE, the MASL Request Form must include the estimated NC recoupment charge per unit as explained in [Figure C5.F24](#). ~~IAs must submit all MASL requests to the DSCA MASL inbox using the MASL Request Form, Figure C5.F24. The MASL Request Form includes complete and comprehensive MASL-related information required to establish the MASL in DSAMS. DSCA will not process MASL requests submitted without the MASL Request Form, and will return incomplete forms to the IA, which may delay processing. For MASL requests associated with MDE, the MASL Request Form must include either the estimated or approved calculations for any applicable nonrecurring costs (NCs).~~

C5.4.8.11.1.3. Roles and Responsibilities of the Defense Security Cooperation Agency. Upon receipt of a MASL Request Form, DSCA (OBO/FPRE/FAC) will review the request for completeness and accuracy. **General MASL responsibilities for DSCA are listed in [Table C5.T19](#).** For new MASLs, DSCA (OBO/FPRE/FAC) will also ensure recommended MASL nomenclature and abbreviations are consistent with similar existing MASL entries. DSCA (OBO/FPRE/FAC) will contact the IA MASL POC if any additional information or clarification is needed.

C5.4.8.11.1.4. DSCA (OBO/FPRE/FAC) will coordinate valid and complete requests with DSCA (Office of International Operations, Global Execution Directorate (IOPS/GEX)) and the DSCA (IOPS/WPN). These offices will verify the **following** information **as indicated in [Table C5.T19](#).**‡

- ~~Nonrecurring cost charges~~
- ~~Transportation costs~~
- ~~SME and MDE codes~~
- ~~Missile Technology Control Regime (MTCR) codes~~
- ~~Selected Item Description Number (SIDN) codes~~
- ~~Selected Item Sequence Code (SISC) codes~~
- ~~Selected Item Sequence Number (SISN) codes~~
- ~~Significant Category Code (SCC) codes~~
- ~~Wassenaar Arrangement codes~~
- ~~United Nations (UN) Transparency in Armaments (UNTIA) codes~~
- ~~International Traffic in Arms Regulations (ITAR) codes~~
- ~~End Use Monitoring (EUM) codes~~
- ~~DSCA 5105.38-M (SAMM) conformance~~

C5.4.8.11.1.4.1. If any additional clarification is needed by these offices, DSCA (OBO/FPRE/FAC) will relay these questions to the requesting IA. Once DSCA coordination is complete, DSCA (OBO/FPRE/FAC) will establish the MASL in DSAMS and inform the IA MASL Request POC.

Table C5.T19. General Military Articles and Services List Responsibilities

Implementing Agency	Defense Security Cooperation Agency
<p>Submit Military Articles and Services List (MASL) related information:</p> <ul style="list-style-type: none"> ● Request Date ● MASL Processing Type ● MASL Number ● Estimated Nonrecurring cost (NC) Recoupment Charges Per Unit (MDE only) ● Verification Date ● National Stock Number (NSN)/MASL Number ● NSN/MASL Description ● Letter of Offer and Acceptance (LOA) Worthy Description ● Transportation costs from Lookup Table (current year) ● Action Code 	<p>Verify MASL related information:</p> <ul style="list-style-type: none"> ● Nonrecurring cost NC Recoupment Charges ● Transportation costs ● SME and MDE designator ● MTCR code ● Selected Item Description Number (SIDN) code ● SISC code ● Selected Item Sequence Number (SISN) code ● SCC ● Wassenaar Arrangement code ● United Nations Transparency in Armaments (UNTIA) code

Implementing Agency	Defense Security Cooperation Agency
<ul style="list-style-type: none"> • Generic Code • Significant Military Equipment (SME) or and Major Defense Equipment (MDE) designator • Current MASL • Added/Revised NSN/MASL • Unit of Issue • Classification • Footnote Code • Missile Technology Control Regime (MTCR) code • Significant Category Code (SCC) • End Use Monitoring (EUM) Code • Routing Identifier Code (RIC) • U.S. Munitions List (USML) • Communications Security (COMSEC) designator (Y/N) • Routing Identifier Code (RIC) • ITAR code • Footnote • Implementing Agency (IA) Remarks 	<ul style="list-style-type: none"> • Organization for Security and Cooperation in Europe (OSCE) • ITAR USML code • EUM code • DSCA 5105.38-M, (SAMM) conformance

2. See [Figure C5.F24. Military Articles and Services List Form and Instruction Sheet](#) for the updated form.