



DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

OCT 4 2004

In reply refer to:
I-04/012357-FPS

MEMORANDUM FOR SEE DISTRIBUTION

**SUBJECT: Distribution of Hardcopy Offered Letters of Offer and Acceptance (LOA)
(DSCA 04-43) [SAMM E-Change 23]**

REFERENCE: (a) DSCA Memorandum I-01/009272-PMD, 3 Aug 2001, DSCA 01-08

Ref (a) established the requirement for Implementing Agencies to send hardcopy LOA documents and termination liability worksheets to Defense Finance and Accounting Service (DFAS) when the documents were offered to the customer. As a result of enhancements to the Defense Security Assistance Management System (DSAMS), DFAS no longer requires the hardcopies. In addition, DSCA (Business Operations/Comptroller/Country Financial Management (CFM)) no longer requires Implementing Agencies to provide a copy of each Automated State Department Approval (ASDA) document sent to the customer.

The Security Assistance Management Manual (SAMM) is updated as follows:

SAMM Paragraph C5.4.14.7 is replaced as follows:

C5.4.14.7. When the case is countersigned and the Implementing Agency receives notification that the case is in "offered" status, the Implementing Agency signs the document and sends it to the purchaser.

SAMM Paragraph C5.4.14.10.2. is deleted in its entirety.

SAMM Paragraph C5.4.14.10.1. is incorporated in Paragraph C5.4.14.10. as follows:

C5.4.14.10. The Automated State Department Approval (ASDA) allows certain cases to be approved by State without DSCA countersignature. DSAMS processes ASDA transactions on a daily basis. For ASDA eligible cases, Implementing Agencies do not forward PDF packages or files to DSCA. Table C5.T9 shows which cases may or may not be processed

under ASDA. Implementing Agencies should annotate “In accordance with the SAMM” on the DSCA countersignature line on ASDA LOAs, Amendments, and Modifications. The DSCA countersignature line date should reflect the date of DoS approval or later.

This change will be included in the automated version of the SAMM found on the DSCA Web Page. If you have any questions concerning this change please contact Ms. Patti Higgins, DSCA/BUSOPS-FPS, 703-604-6570, e-mail patricia.higgins@dscs.mil or Mr. Steve Harris, DSCA-P3-P2, 703-604-6611, e-mail steve.harris@dscs.mil.



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