



DEFENSE SECURITY COOPERATION AGENCY

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JUL 30 2013

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF THE ARMY  
DEFENSE EXPORTS AND COOPERATION  
DEPUTY ASSISTANT SECRETARY OF THE NAVY  
INTERNATIONAL PROGRAMS  
DEPUTY UNDER SECRETARY OF THE AIR FORCE  
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DIRECTOR, NATIONAL GEOSPATIAL INTELLIGENCE  
AGENCY  
DEPUTY DIRECTOR FOR INFORMATION ASSURANCE,  
NATIONAL SECURITY AGENCY  
DIRECTOR, MISSILE DEFENSE AGENCY

SUBJECT: Clarification of Supply/Services Complete (SSC) Policy (Defense Security  
Cooperation Agency (DSCA) Policy 13-32)

Reference: DoD 5105.65-M, Foreign Military Sales (FMS) Case Reconciliation and Closure  
Manual (RCM)

This memorandum clarifies SSC policy and the requirement for indicating this status in security cooperation information management systems. This guidance is being issued to ensure proper community-wide application of policy that allows for the effective management and measurement of case activity and resources. This policy applies to both Foreign Military Sales (FMS) and Building Partner Capacity (BPC) cases, hereafter referred to as cases, unless otherwise specifically indicated.

A case and its associated lines are considered SSC when all items are delivered (title has transferred) and all services are performed. In addition, all warranty periods must have elapsed; no items can be in storage; and no deliveries are pending once any suspensions and/or sanctions against the purchaser are lifted. The management of blanket order case/line items is generally conducted based on their value. Therefore, the application of SSC status on blanket order cases and/or lines may be accomplished based on the amount of unused value, when appropriate, rather



than the absence of open orders. The reconciliation condition of data (other than that which is preventing item delivery or actual completion of services), the allocation of resources (funding and/or manpower), or the distribution/transfer of workload has no application in determining when supply/services completion occurs.

Once the conditions for SSC are reached, lines and/or cases shall be coded by the Implementing Agency (IA) with this status and the actual date of SSC within 5 business days in the appropriate security cooperation information management systems. This coding shall not be delayed under any circumstance. The placement and removal of a case on the "To Be Kept Open" list will be in accordance with established thresholds and policy.

If you have any questions regarding this guidance, please contact Brad Bittinger, DSCA DBO/FPA, brad.bittinger@dscamil, 703-602-1360.



James Worm  
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