



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

17 JUL 2020

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:

Letter of Offer and Acceptance (LOA) Standardization Guide, Defense Security
Cooperation Agency (DSCA) Policy 20-01

REFERENCE:

- a. DSCA Security Assistance Management Manual (SAMM) 5105.38-M

In an effort to standardize and improve the quality of LOA documents, the Military Departments (MILDEPs) and DSCA developed the attached LOA Standardization Guide to facilitate LOA development across the Security Cooperation Enterprise.

All LOA document developers will follow this guide when developing their LOA documents using the Defense Security Assistance Management System (DSAMS), which will promote consistency and accuracy.

This document is not intended to replace reference (a), or any active DSCA Policy, but rather to standardize and enhance application.

The LOA Standardization Guide can be found on the DSCA Website. For questions regarding this guide, contact Ms. Ellen Jenkins-Moorman, DSCA/DSA/CWD, at (937) 713-3191 or email: ellen.d.jenkins-moorman.civ@mail.mil.

Alan Gorowitz
Principal Director
Strategy, Plans, and Programs

Attachment:
As stated

cc:

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