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WASHINGTON, DC

OFFICE OF THE UNDER SECRETARY

18 DEC 2000

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/IAPX
1080 Air Force, Pentagon
Washington, DC 20330-1080

SUBJECT: Use of Sublines on Foreign Military Sales (FMS) Letters of Offer and Acceptance (LOA) Documents (IAX 00028)

There is an information gap between the data systems used to track and execute our programs, and the LOA documents developed to implement and fund our programs. The intended use of sublines when constructing an LOA document was to provide the customer more visibility, and allow the Air Force to differentiate various components of an LOA line item.

However, the intended use and actual implementation are diametrically opposed. Further, the use of sublines creates additional case/line management oversight, and further case/line analysis when subsequent LOA documents are processed. Effective immediately, the use of sublines is restricted, and must be approved by SAF/IAPX.

Questions regarding this subject can be directed to Ms. Debra Wortham, SAF/IAPX, DSN 425-8971, commercial (703) 588-8971, or email: debra.wortham@pentagon.af.mil.

A handwritten signature in black ink that reads "Terry Bates".

TERRY BATES
Chief, Policy Division
Directorate of Policy
International Affairs

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