



## DEPARTMENT OF THE AIR FORCE

WASHINGTON D.C. 20330-1080

Office Of The Under Secretary

7 APR 2000

MEMORANDUM FOR COMMANDER, AIR FORCE SECURITY ASSISTANCE CENTER

FROM: SAF/IA  
1080 Air Force Pentagon  
Washington D.C. 20330-1080

SUBJECT: Delegation of Sole Source Approval Authority (**IAX - 00010**)

References: (a) SAF/IA Policy Memo, IAX 9903, 5 Feb 1999, SUBJECT: Delegation of Sole Source Approval Authority

(b) AFSAC/CC Memo, 20 Mar 2000, SUBJECT: Delegation of Sole Source Approval Authority

(c) DoD 5105.38-M, Security Assistance Management Manual (SAMM), paragraph 80102, Sole Source Approval

The AFSAC/CC, and in his absence the AFSAC/CV is hereby delegated the authority in DoD 5105.38-M, Security Assistance Management Manual (SAMM), paragraph 80102, to approve Foreign Military Sales (FMS) purchaser sole source requests for defense articles and defense services for FMS cases managed by AFSAC. It may not be further delegated and is limited to the approval FMS purchaser sole source requests that:

- a. Request that a contract or subcontract be awarded to a business that is currently supplying similar defense articles to, or performing similar defense services for, the purchaser and meet the requirements of SAMM 80102.B.1.c or 80102.B.1.e;
- b. Do not exceed **\$1,000,000** in estimated line value of the sole source item over the projected life of the Letter of Offer and Acceptance (LOA); and
- c. **Are not**, in the opinion of AFSAC/CC, **militarily or politically sensitive**.

All other FMS purchaser sole source requests shall be forwarded to SAF/IAX for review and approval.

All proposed disapprovals of FMS purchaser sole source requests must be coordinated with DSCA Operation, SAMM 80102.B.2. AFSAC/CV recommendations to disapprove an FMS purchaser sole source request shall be forwarded to SAF/IAX for appropriate action. AFSAC/CC may return an FMS purchaser's sole source request for clarification of the FMS purchaser's sole source requirement.

In order to ensure that your staff obtains a consistent level of policy review, legal review and maintenance of records, you are required to:

- a. Designate one individual as primary and alternate AFSAC Sole Source Request Coordinator (SSRC) to review all AFSAC FMS purchaser sole source requests;
- b. Direct the SSRC to obtain coordination on all requests from AFSAC's servicing legal officer; and
- c. Direct the SSRC to maintain a file copy of all FMS purchase sole source requests. The file should include the purchaser's request, all supporting or related documents, all reviewers' comments, and all documents relating to final action on the requests. This file may not be purged without SAF/IA approval.

AFSAC/CC may accept as valid any FMS purchaser's sole source request that has an electronic signature or which has been transmitted to AFSAC via email, fax, or form letter. Our customers are encouraged to utilize letterhead stationary to transmit their sole source requests vial email, fax or paper copy, however, we should not impose this as a requirement. Case managers are responsible for ensuring that the purchaser's requesting official has authority to request sole source; and if using an electronic signature, that the official has authority from the purchaser's government to use an electronic signature.

All requests must meet the criteria contained in the SAMM, paragraph 80102.B.1., a through e. Any information and/or supporting documentation that is required must be provided with the request. An FMS case must be initialized in DSAMS prior to submitting the request for approval. The case identifier must be annotated in the request. Incomplete data elements and /or insufficient justification should be returned to the customer for resubmission.

POC in IAX is Mr. John M. Lucacos, (703) 588-8365, (DSN) 425-8365, (FAX) 425-8898, (E-mail) john.lucacos@pentagon.af.mil.



TOME H. WALTERS, JR., Maj Gen, USAF  
Prin Asst Dep Under Sec of the Air Force  
International Affairs

cc:  
SAF/GCI  
AFMC/IA



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR FORCE SECURITY ASSISTANCE CENTER (AFMC)  
WRIGHT-PATTERSON AIR FORCE BASE, OHIO

MEMORANDUM FOR SAF/IA

MAR 20 2000

FROM: AFSAC/CC  
1822 Van Patton Drive  
Wright-Patterson AFB OH 45433-5337

SUBJECT: Delegation of Sole Source Approval Authority (Your Memorandum, 5 Feb 99)

1. Reference memorandum delegated limited sole source approval authority to AFSAC/CC and stated the delegation authority could not be further delegated. Request your favorable consideration to further delegate sole source approval authority.
2. Upon the occasion of my upcoming retirement from the USAF and my desire to seek possible employment with private industry, I am disqualifying myself from exercising any and all authorities that could be construed as having a direct and predictable effect on the financial interests of prospective employing firms. This decision includes country requests to designate specific sources. This action is being taken according to the Standards of Ethical Conduct for Employees of the Executive Branch as prescribed by 5 C.F.R. 2635.604(a).
3. Request sole source approval authority be further delegated to AFSAC/CV. Our preference is that such a delegation be permanent in nature. This delegation will allow continued processing of requirements during periods of extended commander absence (more than three to five days) due to travel commitments or other reasons. At minimum, AFSAC/CV delegation is temporarily required until the new AFSAC commander assumes command. If approval authority is not delegated on either a temporary or permanent basis, all country requests for sole source approval will be forwarded to your office for disposition. For your consideration, AFSAC approved 20 sole source requests during the past 12 months.
4. Our point of contact is Larry Brown, AFSAC/IPS, DSN 787-1132 extension 4172 or email: [larry.brown@wpafb.af.mil](mailto:larry.brown@wpafb.af.mil).

  
DAVID R. LOVE  
Major General, USAF  
Commander

Attachment:  
SAF/IA Memorandum, 5 Feb 99



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

5 FEB 1999

Office Of The Under Secretary

## MEMORANDUM FOR COMMANDER, AIR FORCE SECURITY ASSISTANCE CENTER

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

SUBJECT: Delegation of Sole Source Approval Authority (IAX 9903)

Reference SAF/IA letter dated 2 Jun 1995 delegating sole source procurement authority to Commander, Air Force Security Assistance Center (AFSAC) is hereby rescinded and replaced by this letter.

AFSAC/CC is hereby delegated the authority in DoD 5105.38-M, Security Assistance Management Manual (SAMM), paragraph 80102, to approve Foreign Military Sales (FMS) purchaser sole source requests for defense articles and defense services for FMS cases managed by AFSAC. This delegation of authority may not be further delegated and is limited to the approval of FMS purchaser sole source requests that:

- a. Request that a contract or subcontract be awarded to a business that is currently supplying similar defense articles to, or performing similar defense services for, the purchaser and meet the requirements of SAMM 80102.B.1.c or 80102.B.1.e.;
- b. Do not exceed \$1,000,000 in estimated line value of the sole source item over the projected life of the Letter of Offer and Acceptance (LOA); and
- c. Are not, in the opinion of AFSAC/CC, militarily or politically sensitive.

All other FMS purchaser sole source requests shall be forwarded to SAF/IAX for review and approval.

SAMM 80102.B.2 requires that all proposed disapprovals of FMS purchaser sole source requests be coordinated with DSCA Operations. In compliance with this requirement AFSAC/CC recommendations to disapprove an FMS purchaser sole source request will be forwarded to SAF/IAX for appropriate action. AFSAC/CC may return a FMS purchaser's sole source request for clarification of the FMS purchaser's sole source requirement.

Policy Review, Legal Review, and Maintenance of Records. In order to ensure that your staff obtains a consistent level of review, please:

- a. Designate one individual as primary and alternate AFSAC Sole Source Request Coordinator (SSRC) to review all AFSAC FMS purchaser sole source requests;
- b. Direct the SSRC to obtain coordination on all requests from AFSAC's servicing legal office; and
- c. Direct the SSRC to maintain a file copy of all FMS purchase sole source requests. The file should include the purchaser's request, all supporting or related documents, all reviewers' comments, and all documents relating to final action on the requests. This file may not be purged without SAF/IA approval.

AFSAC/CC may accept as valid any FMS purchaser's sole source request that has an electronic signature or which has been transmitted to AFSAC via email, facsimile transmission or form letter. We should encourage our customers to utilize letterhead stationary to transmit their sole source requests (email, FAX or hard copy), however, we should not impose this as a requirement. Case managers are responsible for ensuring that the purchaser's requesting official has authority to request sole source; and if using an electronic signature, that the official has authority from the purchaser's government to use an electronic signature. The information required by SAMM paragraph 80102.B must be contained in the requests. Incomplete data elements and/or insufficient justification should be returned to the customer for resubmission.

We strongly recommend that sole source training be incorporated into the AFSAC in-house training program. SAF/IA and SAF/GCI will assist with your training program training as required.



JEFFERY B. KOHLER, Brig Gen, USAF  
Asst Dep Under Sec of the Air Force  
International Affairs

cc:  
SAF/GCI  
AFMC/IA