



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

Office Of The Under Secretary

22 April 1999

MEMORANDUM FOR COMMANDER, AIR FORCE SECURITY ASSISTANCE CENTER  
COMMANDER, AIR FORCE SECURITY ASSISTANCE  
TRAINING SQUADRON

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

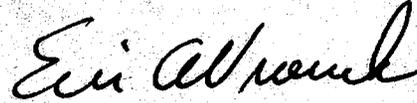
SUBJECT: Processing of LOA Documents for Kosovo Support (IAX 99011)

On 15 April 1999 staff members of SAF/IA and DSCA met to discuss streamlining LOA procedures for ongoing NATO operations in support of Kosovo. Current policy requires that Amendments or new cases be written to accommodate changes in scope of FMS programs (i.e., additions of quantities, changes to type of items ordered, etc.). Due to the urgency of the support requirements it is not always feasible to obtain country acceptance for an Amendment or new LOA. In some situations, materiel has been supplied to the foreign customer from USAF stock in emergency-fashion for combat operations.

Based on the meeting, DSCA agreed to implement emergency procedures supporting NATO operations in Kosovo. Attached for immediate implementation are Kosovo time sensitive document procedures which will remain in effect for the duration of Kosovo operations. SAF/IAE is the USAF focal point for Kosovo security assistance actions and you are requested to coordinate all documents processed under these emergency procedures with your country counterpart in SAF/IAE. Also note that documents prepared under these procedures will require DSCA countersignature and will be forwarded to SAF/IAE for necessary coordination and submittal to DSCA.

SAF/IA hosts a daily review of the status of each Allied Force support request. A status report is circulated to a cross functional team of senior flag officer/flag officer equivalents known as the Allied Force Senior Working Group (AFSWG). Periodically, this report is forwarded to the CSAF, SecAF and DepSecDef. Please keep your Country Directors in IAE apprised of the current status of your issues so that accurate information forms the basis of senior decision making.

If you require additional information or have questions you should contact Lewis Witt, SAF/IAX, DSN 425-8960, or email [Lewis.Witt@pentagon.af.mil](mailto:Lewis.Witt@pentagon.af.mil). The SAF/IAE focal points are Maj Charles Sherwin, DSN 425-8826, or Sue McClure, DSN 425-8829.



ERIC A. VRANEK, Colonel, USAF  
Chief, Policy Division  
Deputy Under Secretary, Int'l Affairs

Attachment:  
Kosovo Document Procedures

cc:  
SAF/IAE  
SAF/GCI  
AFSAC/IP  
AFSAC/OMFP

## **LOA DOCUMENT PROCEDURES FOR NATO SUPPORT OF KOSOVO**

**Background:** Our coalition partners are participating in ongoing NATO air operations and due to the urgency of their support requirements we need to react quickly and decisively. DSCA has agreed to immediate implementation of the following procedures to support coalition partners actively engaged in NATO combat operations. Modifications may be used in lieu of a new case or an amendment where appropriate. This exception may be required to cover items already shipped, or to expedite items expected to ship before routine documents can be processed.

### CUSTOMER ACTIONS

Initiates a Letter of Request for the articles or services urgently required. The LOR should include the following minimum data elements (SAF/IAE will advise customers of the revised procedures for Kosovo support).

- a. LOR must be authenticated by the normal LOA signature authority.
- b. Identify the source of funding for the urgent requirement.
- c. Identifies a target LOA for the new requirements.
- d. Authorizes USAF to issue a modification in lieu of an amendment or new LOA.
- e. Include a request for NRC waiver if appropriate.

### AIR FORCE ACTIONS

- a. Document processing:
  - (1) On receipt of the customer's LOR provide a copy to DSCA (see AFSAC & AFSAT actions outlined below).
  - (2) Advise customer of availability and price.
  - (3) Prepare Modification and forward for DSCA countersignature. Kosovo documents will not be processed through the Automated Case Approval System (ACAS)
  - (4) Include the appropriate project code for tracking purposes (see below).
  - (5) Use the nickname 'ALLIED FORCE' for all new LOA's

(6) All applicable documents, whether a basic case, amendment, or modification, submitted to DSCA will clearly be identified as Kosovo support. The document preamble must state **“This (i.e., LOA, Amendment or Modification) is for NATO support of Kosovo operations “** for (i.e. AGM-65 Maverick Missiles, etc.)

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(7) The cover memorandum forwarding the document to DSCA for countersignature must include an explanation for the extenuating circumstances which necessitate using a modification vice an amendment. A copy of the LOR must be included with the memorandum and LOA document for countersignature.

(8) IAW SAF/IAX Policy Memorandum 99007, 8 Mar 99, include the appropriate Nonrecurring Cost Recoupment statement in the cover memorandum and LOA document.

(9) If the materials are to be taken from stock and depreciated, a note concerning acquisition value should be included in Block (2) for the line item.

(10) A line item description may require customization to provide additional details and or guidance as to the source of supply, location of the issue and quantities of issue. See the following example:

**"LINE ITEM 001: MISSILE. This line provides for missiles from USAF stock in support of Royal Netherlands Air Force (RNLAf) participation in Operation Allied Force. Should the missiles be sourced from CONUS inventory, transportation costs may apply and the LOA will be adjusted accordingly. Missiles will be transferred to the RNLAf in lots of no greater than 10, as needed, based on expenditure of missiles in RNLAf inventory, up to a total quantity of 30. The RNLAf further understands this arrangement is for the sole purpose of support during Operation Allied Force, and that lot transfers from USAF stock will terminate when the Contingency ceases."**

b. AFSAC and AFSAT:

(1) Coordinate all NATO Kosovo support requirements with SAF/IAE.

(2) Forward a copy of LOR's to SAF/IAE for coordination with DSCA.

(3) Prepare documents in accordance with procedures outlined above. On completion of internal coordination and MILDEP signature, forward to SAF/IAE for presentation to DSCA for countersignature.

## SPECIAL PROJECT CODE

OJCS published the following special project codes for Kosovo support:

- a. Drawdowns = 3JW
- b. Support to US Forces = 9FU
- c. FMS support = A request has been made to DSCA to obtain a special project code from OJCS.

## NOTES

- a. Requirements for Congressional Notification will not be waived but will be processed simultaneous with countersignature of document (emergency notification per AECA Section 36)
- b. SAF/IA will continue efforts with DSCA to seek SECDEF blanket waiver authority for Nonrecurring Cost Recoupment.
- c. SAF/IA hosts a daily review of the status of each Allied Force support request. A status report is circulated to a cross functional team of senior flag officer/flag officer equivalents known as the Allied Force Senior Working Group (AFSWG). Periodically, this report is forwarded to the CSAF, SecAF and DepSecDef. Please keep your Country Directors in IAE apprised of the current status of your issues so that accurate information forms the basis of senior decision making.