



OFFICE OF THE UNDER SECRETARY OF DEFENSE
3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

DEC 08 2004

ACQUISITION
TECHNOLOGY
AND LOGISTICS
DPAP/EB

MEMORANDUM FOR DIRECTORS, DEFENSE AGENCIES
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(POLICY AND PROCUREMENT), ASA(ALT)
DIRECTOR, ARMY CONTRACTING AGENCY
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(ACQUISITION MANAGEMENT), ASN(RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING), SAF/AQC
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY
DEPUTY DIRECTOR FOR LOGISTICS OPERATIONS (DLA)
DIRECTORS, DOD FIELD ACTIVITIES
DIRECTOR, WASHINGTON HEADQUARTERS SERVICES

SUBJECT: Certification of Reportable FY04 Contractual Actions

Given General Services Administration's (GSA's) recent deployment of the new Federal Procurement Data System – Next Generation (FPDS-NG), the Office of Management and Budget (OMB), in association with the Chief Acquisition Officers (CAO) Council and the Acquisition Committee for eGovernment (ACE), require that each federal agency certify by December 31, 2004 that all reportable FY04 contractual actions have been provided to FPDS-NG. Therefore, in order for DPAP to certify as such for DoD, I need each of the Component's Senior Procurement Executives to provide written certification that their organization completed reporting of all FY04 reportable contract actions to Washington Headquarters Services (WHS), Statistical Information Analysis Division (SIAD). I ask that SIAD also certify that all DoD reported FY04 actions were provided to FPDS-NG and verified to have been loaded correctly (that what is found in the FPDS-NG production database matches the data that SIAD provided GSA).

Please ensure the requested certifications are received by my action officer, Ms. Lisa Romney, lisa.romney@osd.mil, 703-614-3883, by December 14, 2004. An e-mail of the certification is acceptable.

Deidre A. Lee
Director, Defense Procurement
and Acquisition Policy

