



ACQUISITION  
TECHNOLOGY  
AND LOGISTICS

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

MAR 18 2008

MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
COMMANDER, UNITED STATES TRANSPORTATION  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
DEPUTY ASSISTANT SECRETARY OF THE ARMY  
(POLICY AND PROCUREMENT), ASA (ALT)  
DEPUTY ASSISTANT SECRETARY OF THE NAVY  
(ACQUISITION AND LOGISTICS MANAGEMENT),  
ASN (RDA)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE  
(CONTRACTING), SAF/AQC  
DIRECTORS, DEFENSE AGENCIES  
DIRECTORS, DOD FIELD ACTIVITIES

SUBJECT: Joint Contingency Contracting Handbook Implementation Plan

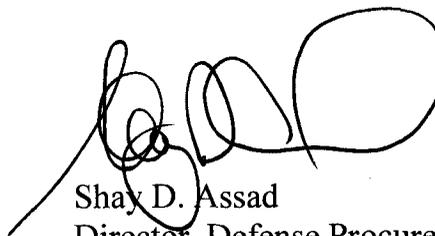
The Office of the Under Secretary of Defense for Acquisition, Technology and Logistics, Defense Procurement and Acquisition Policy requested that the Air Force Logistics Management Agency (AFLMA) develop and produce, "Contingency Contracting: A Joint Handbook." This pocket sized handbook and its accompanying DVD provide essential information, tools, and training for DoD Contingency Contracting Officers (CCOs) to meet the challenges they may face, regardless of the mission or environment.

To ensure the most effective use of this valuable tool, I am requiring each Military Department to provide their implementation plan regarding how this handbook will be used for in-garrison/squadron training.

In addition, please continue to encourage our deployed CCOs to share their deployment experiences! CCOs recent deployment experiences greatly contribute to making the Joint Contracting Handbook credible, recent, and relevant. To this end, the Joint Contingency Contracting Handbook FY08-01 version will continue to evolve and be updated in FY09. It is requested that inputs/changes/suggestions use the feedback button provided within the accompanying Joint Contingency Contracting Handbook DVD; the Defense Acquisition University Community of Practice website

located at <https://acc.dau.mil/CommunityBrowser.aspx?id=168819&lang=en-US>; or email AFLMA at [AFLMA.JCCH@MAXWELL.AF.MIL](mailto:AFLMA.JCCH@MAXWELL.AF.MIL).

Please provide your training plans for the handbook to Ms. Wendy Pulliam, [Wendy.Pulliam.ctr@osd.mil](mailto:Wendy.Pulliam.ctr@osd.mil) by 15 April 2008. My point of contact for this matter is Lt Col Samuel Harbin, [Samuel.Harbin@osd.mil](mailto:Samuel.Harbin@osd.mil), 703-614-6719 or (DSN) 224-6719.

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Shay D. Assad  
Director, Defense Procurement,  
Acquisition Policy, and  
Strategic Sourcing