



OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

JUL 21 2014

ACQUISITION,
TECHNOLOGY
AND LOGISTICS

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DEPUTY CHIEF MANAGEMENT OFFICER
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Approval of Changes to Decision Authorities of DoD Components for Acquisition of Services

Decision Authorities to review the Acquisition of Services for Services Categories I, II, and III shall be designated by Senior Officials, as stated in DoD Instruction 5000.02, Enclosure 9. The Under Secretary of Defense (Acquisition, Technology, and Logistics) (USD(AT&L)), identified as the Senior Official for the acquisition of services for the DoD Components outside of the Military Departments in paragraph 3.b, delegated decision authority to the officials identified by the Commanders and Directors of the DoD Components in the April 13, 2007, memorandum "Delegation of Decision Authority to Commanders and Directors of the DoD Components for the Acquisition of Services".

The attached table lists the Decision Authorities for all of the DoD Components. Certified changes or additions received by Defense Procurement and Acquisition Policy since the issuance of the January 15, 2008, memorandum "Approval of Changes to decision Authorities of DoD Components for Acquisition of Services", have been incorporated.

Effective immediately, I approve the changes to the table of Decision Authorities for the DoD Components.

Changes to the listed Decision Authorities must be submitted by the agency or component commander for my approval to, Ms. Emily Clarke, 703-614-9731 or emily.h.clarke.civ@mail.mil.


Richard Ginman
Director, Defense Procurement
and Acquisition Policy

Attachment:
As stated

**DoD Component
Decision Authority by Acquisition of Services Category**

AGENCY	Approval Level	Decision Authority
ASD(HA)	Category I Category II Category III	Component Acquisition Executive (CAE) CAE CAE
DARPA	Category I Category II Category III	Senior Procurement Executive (SPE) Head of Contracting Activity (HCA) Division Chief, Contracts Management Office
DAU	Category I Category II Category III	President, DAU Director of Operations Director of Contracting
DCAA	Category I Category II Category III	Director, DCAA Director, DCAA Director, DCAA
DCMA	Category I Category II Category III	Director, DCMA Executive Director, Contracts Procurement Division Director
DECA	Category I Category II Category III	HCA Director of Contracting Director of Contracting
DFAS	Category I Category II Category III	Director, DFAS HCA or, when specifically designated, CAE Competition Advocate
DHA	Category I Category II Category III	CAE CAE CAE
DHRA	Category I Category II Category III	Director, DHRA, Procurement Support Office (PSO) At the level of the Chief, Contract Branch, PSO At the level of the Chief, Contract Branch, PSO
DIA	Category I Category II Category III	Acquisition Executive Acquisition Executive HCA
DISA	Category I Category II Category III	CAE CAE or designee CAE or designee

DoD Component
Decision Authority by Acquisition of Services Category

DLA	Category I	<u>All Actions Except Those Delegated to the HCA:</u> > SPE <u>Utility Privatization and Energy Savings Performance Contract Orders:</u> > HCA
	Category II	<u>DLA Contracting Activities:</u> > More than \$200M but less than \$250M – HCA > More than \$50M but less than \$200M – HCA or (if designated) Chief of the Contracting Office (CCO) > \$10M or more but less than \$50M – as designated by the HCA <u>Non-Contracting Activity Contracting Offices*:</u> > \$50M to less than \$250M – HCA > \$10M or more but less than \$50M – CCO (below \$12.5M may be delegated) <u>Document Services, DLIS, DMA and Strategic Materials:</u> > HCA
	Category III	<u>DLA Contracting Activities:</u> > HCA or designee <u>Non-Contracting Activity Contracting Offices*:</u> > COO or as designated <u>DLA Document Services, DLIS, DMA:</u> > COO (below \$2.5M may be delegated) <u>DLA Strategic Materials:</u> > \$1M or more but less than \$10M – HCA > Less than \$1M – COO * Except DLA Document Services, DLIS, DLA Strategic Materials, and DMA. NOTE: The HCA for DLA non-contracting activities is the Director, DLA Acquisition, J7
DLSA	Category I Category II Category III	Director, Washington Headquarters Services Acquisition Directorate (WHS/AD) The Division Director, WHS/AD The Contracting Officer, WHS/AD

DoD Component
Decision Authority by Acquisition of Services Category

DMA	Category I	\$500M-\$1B – CAE or designee \$250M - \$500M – Integrated Acquisition review Board (I-ARB) or streamlined I-ARB (chaired by CAE)
	Category II	\$50M - \$250M – I-ARB or streamlined I-ARB \$20M - \$50M – HCA or designee \$10M - \$20M – Chief of the Contracting Office
	Category III	\$5M - \$10M – Chief of the Contracting Office Over \$150K - \$5M – 1 level above the Contracting Officer NOTE: DMA HCA is provided by DLA and DMA operates using DLA DLAD thresholds.
DMEA	Category I	HCA, Director of DMEA
	Category II	HCA, Director of DMEA
	Category III	HCA, Director of DMEA
DoDEA	Category I	Director, DoDEA
	Category II	Associate Director, Financial and Business Operations, DoDEA
	Category III	Associate Director, Financial and Business Operations, DoDEA
DPMO	Category I	Director, Acquisition and Procurement Office (A&PO), WHS
	Category II	A&PO Division Director, WHS
	Category III	Per A&PO Contracting Officer Warrant Limit or A&PO Supervisory Contracting Officer
DSCA	Category I	Deputy Director, DSCA
	Category II	HCA, Principal Director Business Operations, DSCA
	Category III	Business Deputy for Defense Contracts
DSS	Category I	Director, DSS
	Category II	Director, DSS
	Category III	Ms. Patricia Campbell, Chief, Office of Acquisitions
DTIC	Category I	Director, Acquisition Directorate (AD), WHS
	Category II	AD Division Director, WHS
	Category III	AD Contracting Officer, per warrant limit
DTRA	Category I	CAE
	Category II	\$50M to \$250M – CAE \$10M to \$50M – HCA
	Category III	Contracts Division Chief

**DoD Component
Decision Authority by Acquisition of Services Category**

DTSA	Category I	<u>Information Technology (IT) acquisitions:</u> <ul style="list-style-type: none"> > DISA, DITCO <u>All other acquisitions:</u> <ul style="list-style-type: none"> > WHS/AD
	Category II	<u>IT acquisitions:</u> <ul style="list-style-type: none"> > DISA, DITCO <u>All other acquisitions:</u> <ul style="list-style-type: none"> > WHS/AD
	Category III	<u>IT acquisitions:</u> <ul style="list-style-type: none"> > DISA, DITCO <u>All other acquisitions:</u> <ul style="list-style-type: none"> > WHS/AD
MDA	Category I	≥\$1B – Director, MDA en route to USD(AT&L) ≥\$250M to up to <\$1B – Director for Acquisition
	Category II	Director for Acquisition
	Category III	Director for Acquisition
NDU	Category I	HCA
	Category II	HCA
	Category III	HCA
NGA	Category I	CAE
	Category II	CAE
	Category III	Office of Contract Services
NSA/CSS	Category I	SAE or designee
	Category II	SAE or designee
	Category III	Program Executive Office (PEO)
OEA	Category I	Director, OEA
	Category II	Director, OEA
	Category III	Director, OEA
OGC	Category I	Director, Washington Headquarters Services Acquisition Directorate (WHS/AD)
	Category II	The Division Director, WHS/AD
	Category III	The Contracting Officer, WHS/AD
OIG	Category I	Inspector General (IG)
	Category II	Inspector General (IG)
	Category III	Assistant IG for Administration and Management
OJCS	Category I	HCA United States Navy Contracting Activity
	Category II	HCA United States Navy Contracting Activity
	Category III	HCA United States Navy Contracting Activity

DoD Component
Decision Authority by Acquisition of Services Category

USPACOM	Category I Category II Category III	NAVSUP Fleet Logistics Center (FLC) NAVSUP FLC NAVSUP FLC NOTE: USPACOM does not have direct contracting or acquisition authority and complies with policy as directed by NAVSUP
USSOCOM	Category I Category II Category III	USSOCOM Acquisition Executive USSOCOM Acquisition Executive or as designated USSOCOM Acquisition Executive or as designated
USSOUTHCOM	Category I Category II Category III	Commander/PARC (or other Service equivalent) of the servicing contracting office – under Army Contracting Command (ACC) Commander/PARC (or other Service equivalent) of the servicing contracting office – under ACC Chief of Contracting, Regional Contracting Office (RCO)-Miami (or other service equivalent) of the servicing contracting office – under ACC
USSTRATCOM	Category I Category II Category III	Chief, Resource Management and Comptroller Division (J83) Chief, Resource Management and Comptroller Division (J83) Chief, Resource Management and Comptroller Division (J83)
USTRANSCOM	Category I Category II Category III	> \$1B – refer to USD(AT&L) \$500M – less than \$1B – SPE \$250M – less than \$500M – HCA HCA Division Chief or as delegated
USUHS	Category I Category II Category III	President, USUHS HCA Director of Contracting
WHS	Category I Category II Category III	Director, Acquisition Directorate (AD), WHS AD Division Director, WHS Per Acquisition Directorate (AD) Contracting Officer Warrant Limit or AD Supervisory Contracting Officer