OFFICE OF THE UNDER SECRETARY OF DEFENSE
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ACQUISITION,
TECHNOLOGY,
AND LOGISTICS

0 1 APR 2014

MEMORANDUM FOR DEPARTMENT OF DEFENSE FLEET MANAGERS

SUBJECT: DoD NON-TACTICAL FLEET MANAGEMENT INFORMATION SYSTEM

References: (a) GSA Bulletin Federal Management Regulation B-15, dated September 21, 2007
(b) ARA Memorandum – Fleet Management Information System Assessment, dated February 25, 2013
(c) DoDI 4500.36, "Acquisition, Management, and Use of Non-Tactical Vehicles," dated October 25, 2013, as amended

It is a federal requirement to have a centralized system to identify, collect, and analyze motor vehicle data with respect to all costs incurred for the operation, maintenance, acquisition, and disposition of motor vehicles at the department or agency level per reference (a). The recently completed Fleet Management Information Systems (FMIS) assessment revealed deficiencies in both commercial and agencies-developed FMIS per reference (b).

To address these deficiencies I am directing the use of Defense Property Accountability System (DPAS) as the DoD Enterprise Solution for FMIS per reference (c). DPAS meets Federal and DoD regulations regarding property accountability and vehicle management, has received a clean Statement on Standards for Attestation Engagements No. 16, (SSAE-16) Reporting on Controls at a Service Organization required by Financial Improvement and Audit Readiness (FIAR) guidance, and is funded for use within DoD.

Per reference (c), all components must develop an implementation plan to move to DPAS no later than December 31, 2014 or request a waiver. Any waiver request will include a FMIS validation against DoDI 5000.64 and DoDI 4500.36R guidelines, address FIAR auditability requirements and meet capabilities outline in reference (a). Your waiver and validation must be presented during your system's certification of funding request for Fiscal Year 2015 at the Defense Business Council with a timeline and cost estimates to meet compliance requirements. Please forward results of validation to the DoD Fleet Manager by April 30 2014.

My point of contact is Mr. Deric Sims, DoD Fleet Manager at 703-697-0659 or deric.j.sims.civ@mail.mil.

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