



OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

NOV 15 2006

ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

Joseph H. Jeu, Assistant Commissioner  
GSA-FAS  
Office of Global Supply (FL)  
2200 Crystal Drive, Room: 904  
Arlington, VA 22202-4502

Dear Mr. Jeu,

In order to help correctly report to the Federal Procurement Data System – Next Generation (FPDS-NG) the contract actions accomplished on behalf of the Department of Defense through FEDSTRIP requisitioning, I request that the General Services Administration (GSA) Federal Acquisition Service (FAS) follow the instructions below for completing the FPDS-NG contract action reports (CARs). These instructions apply to those FEDSTRIP requisitions received from the Defense Automated Addressing Service Center (DAASC) that result in new contracts or purchase orders, not those filled from internal GSA stock already in inventory.

- Complete the FPDS-NG data field entitled “Funding Office ID” with the Department of Defense Automatic Addressing Code (DoDAAC) identified in the FEDSTRIP transaction’s Federal Agencies Activity Address Code (AAC) filed (record positions 30-35) representing the requisitioner for the transaction.
- Complete the FPDS-NG data field entitled “Funding Agency ID” with the code shown on the attached matrix that correctly corresponds to the DoDAAC being reported in the “Funding Office ID” data field.

My point of contact for this instruction is Lisa Romney, [lisa.romney@osd.mil](mailto:lisa.romney@osd.mil), 703-607-3301.

Sincerely,

Shay D. Assad  
Director, Defense Procurement  
and Acquisition Policy

Attachment  
As stated



**DEPARTMENT OF DEFENSE - ORGANIZATION CODES - AS OF JUNE 2006**

If DoDAAC begins with:	Enter this code in the Funding Agency ID data field:	Which represents the following DoD Component as requisitioner:
K, L, M, N, Q, R, or V	1700	DEPARTMENT OF THE NAVY
A, C, or W	2100	DEPARTMENT OF THE ARMY
E, F, or J	5700	DEPARTMENT OF THE AIR FORCE
S -- ONLY ENDING WITH "A"	9763	DEFENSE CONTRACT MANAGEMENT ACTIVITY (DCMA)
S -- NOT ENDING WITH "A"	97AS	DEFENSE LOGISTICS AGENCY (DLA)
HX	9736	ARMY/AIR FORCE EXCHANGE SERVICE
HQ0117	9777	BUSINESS TRANSFORMATION AGENCY (BTA)
H91221 thru H91227	9775	CIVILIAN PERSONNEL MANAGEMENT SERVICE
HR	97AE	DEFENSE ADVANCED RESEARCH PROJECTS AGENCY (DARPA)
HQC and HDEC	97AZ	DEFENSE COMMISSARY AGENCY (DeCA)
HA	97AR	DEFENSE CONTRACT AUDIT AGENCY
HQ04	97BZ	DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS)
HC and H98249 thru H98400	97AK	DEFENSE INFORMATION SYSTEMS AGENCY (DISA)
HH	97DL	DEFENSE INTELLIGENCE AGENCY
HQ0028	97F1	DEFENSE MEDIA CENTER (DMC)
H94003	9771	DEFENSE MICROELECTRONICS ACTIVITY (DMEA)
HQ0013	97AT	DEFENSE SECURITY COOPERATION AGENCY (DSCA)
HS	97AV	DEFENSE SECURITY SERVICE
HD and HGD	9761	DEFENSE THREAT REDUCTION AGENCY (DTRA)
HE	97F2	DEPARTMENT OF DEFENSE EDUCATION ACTIVITY (DODEA)
HQ0006, H95001	97JC	MISSILE DEFENSE AGENCY (MDA)
HM	97AB	NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY (NGA)
HNS	97CG	NATIONAL SECURITY AGENCY/CENTRAL SECURITY SERVICE
HF	97EX	OFFICE OF THE INSPECTOR GENERAL
HT	9760	TRICARE MANAGEMENT ACTIVITY (TMA)
H92	97ZS	U.S. SPECIAL OPERATIONS COMMAND (USSOCOM)
HTC711	9776	U.S. TRANSPORTATION COMMAND (USTRANSCOM)
HU	97HW	UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES (USUHS)
HHM	9773	VIRGINIA CONTRACTING ACTIVITY
HQ0034	97F5	WASHINGTON HEADQUARTERS SERVICES

DODAACs specified above for 6 character are known DODAACs for the organization. There may be other DODAACs that belong to the same organization.