



OFFICE OF THE SECRETARY OF DEFENSE  
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WASHINGTON, DC 20301-1000

OCT 16 2019

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Revised Department of Defense Contractor Manpower Reporting Initiative

This memorandum provides new implementing direction for contractor reporting of manpower data with regard to the performance of Department of Defense (DoD) services contracts consistent with the requirements of title 10, U.S.C, section 235 and 2330a, as amended. This effort directly supports the National Defense Strategy line of effort to reform the Department's business practices for greater performance and affordability. It also implements a recommendation of the advisory panel under the National Defense Authorization Act for FY 2016 (Public Law 114-92), section 809, to develop a replacement approach to the inventory of contracted services.

Effective in FY 2020, the Department will no longer require contractors to report into the Enterprise-wide Contractor Reporting Application (ECMRA). This rescinds the Office of the Secretary of Defense memorandum, "Enterprise-wide Contractor Manpower Reporting Application," dated November 28, 2012, jointly signed by the Under Secretary of Defense for Acquisition, Technology, and Logistics, and Acting Principal Deputy Under Secretary of Defense for Personnel and Readiness.

For FY 2020, contractors will begin reporting manpower data relating to the performance of services contracts into the System for Award Management ([www.sam.gov](http://www.sam.gov)), consistent with existing service contract reporting requirements under the Federal Acquisition Regulation (FAR) that is currently applicable only to Federal civilian agencies. The new initiative will allow industry to report all manpower data into a single Federal-wide portal, removing duplicative requirements; one for DoD and another for the rest of the Federal Government, which requires the same data elements to be reported from industry for services contracts performed for both DoD and Federal civilian agencies that essentially perform the same function. The outcome will be a process that is less burdensome on both industry and Government, while improving data integrity and accuracy.

The Department is drafting a Defense FAR Supplement rule that will include a contract clause to implement this change. Further implementing guidance and information, to include a transition plan from ECMRA to SAM, will be distributed in the near future. My point of contact is Mr. Jeff Grover at [jeffrey.c.grover.civ@mail.mil](mailto:jeffrey.c.grover.civ@mail.mil) or (703) 697-0352.

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