

# DFARS Procedures, Guidance, and Information

## PGI 237—Service Contracting

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*(Revised October 10, 2024)*

### PGI 237.1—SERVICE CONTRACTS—GENERAL

#### PGI 237.102 Policy.

#### PGI 237.102-70 Prohibition on contracting for firefighting or security-guard functions.

(c)(i) To ensure that the personnel limitations in DFARS [237.102-70\(c\)\(1\)\(iv\)](#) are not exceeded, there is an office of primary responsibility (OPR) within each department or agency that is responsible for managing the total number of security-guard personnel on contract for the department or agency.

(ii) Before finalizing a contract action that affects the number of security-guard personnel on contract, the contracting officer shall request, from the requiring activity, evidence of the OPR's approval for the contract action. This requirement also applies to renewal or exercise of options for the same number of security-guard personnel, to ensure compliance with the statutory limitations/reductions specified for each fiscal year.

(iii) If the evidence of approval is not provided by the requiring activity, the contracting officer shall directly contact the applicable OPR for approval before finalizing the contract action. OPRs are as follows:

- (A) U.S. Army:  
HQ Department of the Army  
Office of the Provost Marshal General  
2800 Army Pentagon  
Washington, DC 20310  
Phone: 703-695-4210 or 703-614-2597.
- (B) U.S. Navy:  
Commander, Navy Installations  
Command (CNIC) N3  
2715 Mitscher Road, Suite 300  
Anacostia Annex  
Washington, DC 20373  
Phone: 202-409-4053.
- (C) U.S. Marine Corps:  
HQ U.S. Marine Corps  
Assistant Deputy Commandant, Plans, Policy, &  
Operations (Security)  
3000 Marine Corps Pentagon  
Washington, DC 20350  
Phone: 571-201-3633.
- (D) U.S. Air Force:  
HQ Air Force  
Directorate of Security Forces  
Programs & Resources Division (A7SX)  
1340 AF Pentagon

# DFARS Procedures, Guidance, and Information

## PGI 237—Service Contracting

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Washington, DC 20330  
Phone: 703-588-0027 or 703-588-0012.

(E) Pentagon Force Protection Agency:  
Pentagon Force Protection Agency  
9000 Defense Pentagon  
Washington, DC 20301  
Phone: 703-693-3685.

### **PGI 237.102-71 Limitation on service contracts for military flight simulators.**

(1) To process a request for waiver, the contracting officer shall submit the request and appropriate documentation relating to the requirements of DFARS [237.102-71](#)(b) to the Office of the Principal Director, Defense Pricing, Contracting, and Acquisition Policy (Contract Policy) (DPCAP/CP) via email at [osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil](mailto:osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil).

(2) The DPCAP/CP action officer will process the request through the Office of the Secretary of Defense and will forward the appropriate documentation to the congressional defense committees. The contracting officer shall not award a contract until notified by the DPCAP/CP action officer that the waiver has been approved, the appropriate documentation has been transmitted to the congressional defense committees, and the required 30 days have passed.

### **PGI 237.102-73 Prohibition on contracts for services of senior mentors.**

DoD policies on senior mentors are set forth in (1) Secretary of Defense memorandum, subject: Policy on Senior Mentors (April 1, 2010) (see [here](#)) and (2) Deputy Secretary of Defense memorandum, subject: Implementation Guidance on Senior Mentors Policy (July 8, 2010) (see [here](#)).

### **PGI 237.102-74 Taxonomy for the acquisition of services and supplies & equipment.**

Click [here](#) for OUSD(AT&L) DPAP memorandum, “Taxonomy for the Acquisition of Services and Supplies & Equipment,” dated August 27, 2012. An Excel version of “Acquisition of Services and Supplies & Equipment Taxonomy” is available [here](#).

### **PGI 237.102-75 Defense Acquisition Guidebook.**

The Defense Acquisition Guidebook, Chapter 10, Acquisition of Services, is available via the internet at <https://www.dau.mil/tools/dag>. Chapter 10 provides acquisition teams with a step-by-step guide explaining the process of acquiring services.

### **PGI 237.102-76 Reserved.**

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### **PGI 237.102-78 Market research report guide for improving the tradecraft in services acquisition.**

See [PGI 210.070](#) for guidance on use of the market research report guide to conduct and document market research for service acquisitions.

### **PGI 237.102-79 Private sector notification requirements in support of in-sourcing actions.**

# DFARS Procedures, Guidance, and Information

## PGI 237—Service Contracting

---

Click [here](#) for OUSD(RFM) memorandum, "Private Sector Notification Requirements in Support of In-sourcing Actions," dated January 29, 2013.

### PGI 237.171 Training for contractor personnel interacting with detainees.

#### PGI 237.171-3 Policy.

(b)(i) *Geographic areas of responsibility.* With regard to training for contractor personnel interacting with detainees—

(A) The Commander, U.S. Southern Command, is responsible for the U.S. military detention center at Guantanamo Bay, Cuba.

(B) The Commander, U.S. Joint Forces Command, is responsible for the Navy Consolidated Brig, Charleston, SC.

(C) The other combatant commander geographic areas of responsibility are identified in the Unified Command Plan, 1 March 2005, which can be found at: <http://www.defenselink.mil/specials/unifiedcommand/>.

(ii) *Point of contact information for each command:*

#### US Central Command (USCENTCOM)

Commander, Combined Forces Land Component Commander (CFLCC)

a.k.a. Third Army, Ft. McPherson, Atlanta, GA

Staff Judge Advocate (SJA) Forward, Kuwait

POC: Lieutenant Colonel Gary Kluka

E-mail: Gary.Kluka@arifjan.arcent.army.mil

Comm: 011-965-389-6303; DSN: 318-430-6303; Alt. US numbers: 404-464-3721 or 404-464-4219

#### US European Command (USEUCOM)

Logistics and Security Assistance Directorate

Chief, Contingency Contracting and Contract Policy Division (USEUCOM J4-LS)

POC: Major Michael Debreczini

debreczm@eucom.smil.mil

Comm: 011-49-711-680-7202; DSN: 314-0430-7202

#### US Joint Forces Command (USJFCOM)

\*\*Applicable to potential detainees in the United States at Navy Consolidated Brig, Charleston, SC

Headquarters, USJFCOM (J355)

Personnel Recovery & Special Operations Division (J355)

POC: Lieutenant Colonel John Maraia

Comm: 757-836-5799; DSN: 836-5799

#### US Northern Command (USNORTHCOM)

Not applicable to USNORTHCOM; see US Joint Forces Command

#### US Pacific Command (USPACOM)

Headquarters, Office of the Staff Judge Advocate (SJA)

Deputy Staff Judge Advocate

# DFARS Procedures, Guidance, and Information

## PGI 237—Service Contracting

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POC: Lieutenant Colonel James Buckels, USAF  
james.buckels@pacom.mil  
Comm: 808-477-1193

US Southern Command (USSOUTHCOM)  
Headquarters, Office of the Staff Judge Advocate (SJA)  
Joint Task Force Guantanamo Bay  
POC: Lieutenant Commander Tony Dealicante  
DealicanteTF@JTFGTMO.southcom.mil  
Comm: 011-5399-9916; DSN: 660-9916

US Special Operations Command (USSOCOM)  
Headquarters, Office of the Staff Judge Advocate (SJA)  
Attn: Staff Judge Advocate  
POC: Colonel Dana Chipman  
chipmad@socom.mil  
Comm: 813-828-3288; DSN: 299-3288

### **PGI 237.172 Service contracts surveillance.**

The contracting officer shall remind requirements personnel, when they are preparing the quality assurance surveillance plan for contracts, to include a requirement for surveillance of the contractor's implementation of the clause at FAR 52. 222-50, Combating Trafficking in Persons (see [PGI 222.1703](#)).