



ACQUISITION
AND SUSTAINMENT

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MEMORANDUM FOR COMMANDER, UNITED STATES CYBER
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES SPECIAL OPERATIONS
COMMAND (ATTN: ACQUISITION EXECUTIVE)
COMMANDER, UNITED STATES TRANSPORTATION
COMMAND (ATTN: ACQUISITION EXECUTIVE)
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(PROCUREMENT)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING)
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Department of Defense Other Transactions Guide

This memorandum issues the updated Department of Defense (DoD) Other Transactions (OT) Guide and rescinds the version published in November 2018. The updated OT Guide addresses changes in statute and regulations, and DoD Inspector General and Government Accountability Office recommendations. The OT Guide also provides additional administrative guidance and best practices for reporting, funding, definitions, participation and validation of nontraditional defense contractors, and considerations for use of the OT consortia business model. The updated OT Guide is effective as of the date of this memo and is posted on the Defense Pricing and Contracting website at <https://www.acq.osd.mil/asda/dpc/cp/policy/other-policy-areas.html>.

OTs continue to provide flexibility to spur innovation and attract non-traditional and small businesses with leading edge technologies to do business with DoD. The flexibility enables acquisition of innovative technologies more rapidly to help broaden the industrial base and increase competition to enhance the mission effectiveness of the military. To help the field utilize OTs, Defense Acquisition University recently introduced CCON 023, OT Authority Credential. The credential includes training courses and webinars on how to appropriately structure OTs based on requirements, and how to mitigate risk under the authority.

My point of contact is Mr. Larry McLaury, who may be reached via email at osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil.

John M. Tenaglia
Principal Director,
Defense Pricing and Contracting