



ACQUISITION  
AND SUSTAINMENT

## OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

JUN 13 2018

MEMORANDUM FOR 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  
(ACQUISITION AND PROCUREMENT)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE  
(CONTRACTING)  
DIRECTORS OF THE DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Implementation of Defense-Wide Contract Clause Logic Service V4.0

This memorandum notifies the Department of Defense (DoD) contracting workforce that effective June 1, 2018, access to the DoD Clause Logic Service (CLS) is now available through the Wide Area Workflow (WAWF) single sign on (SSO) process. CLS access is automatically granted to individuals in the 1102 job series authorized to issue contract awards. Currently there are 8,000 contracting personnel able to access CLS through the WAWF portal.

Non-1102s will need to request access in WAWF using the procedures found at <https://dodprocurementtoolbox.com/site-pages/ebusiness-cls> under User Information. Supplemental information about CLS user manuals and technical information can also be found at that link. The WAWF SSO protocol is structured to enable access to other systems such as the Electronic Document Access (EDA); the complete list can be found at <https://wawf.eb.mil>.

Each agency modifying or acquiring a contract writing system should confirm their implementation timeline for the use of this mandatory enterprise service since many acquisition plans for Contract Writing Systems have changed. Coordinate plans with the Deputy Director, DPAP/Program Development and Implementation via the below POCs. These plans are needed to determine adequate resources necessary to ensure support for your efforts.

System questions for the CLS program should be directed to Mr. Chris Webster, at 571-338-9749 or [chris.webster@dla.mil](mailto:chris.webster@dla.mil). Functional questions should be directed to Ms. Kathleen Lemming, at 703-697-4462 or [kathleen.j.lemming.civ@mail.mil](mailto:kathleen.j.lemming.civ@mail.mil).

Shay D. Assad  
Director, Defense Pricing/Defense Procurement  
and Acquisition Policy