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ACQUISITION,
TECHNOLOGY
AND LOGISTICS

MAY 18 2010

MEMORANDUM FOR COMMANDER, U.S. SPECIAL OPERATIONS COMMAND
  (ATTN: ACQUISITION EXECUTIVE)
  COMMANDER, U.S. TRANSPORTATION COMMAND
  (ATTN: ACQUISITION EXECUTIVE)
  ASSISTANT SECRETARY OF THE ARMY FOR
    ACQUISITION, LOGISTICS AND TECHNOLOGY
  ASSISTANT SECRETARY OF THE NAVY FOR
    RESEARCH, DEVELOPMENT AND ACQUISITION
  ASSISTANT SECRETARY OF THE AIR FORCE FOR
    ACQUISITION
  DIRECTORS, DEFENSE AGENCIES
  DIRECTORS, DOD FIELD ACTIVITIES

SUBJECT: Publication of a Purchase Request Data Standard (PRDS) for Contingency
          Operations

REFERENCES: (a) DUSD(A&T), Publication of Procurement Data Standard, Phase I,
             21 July 2008
             (b) DUSD (A&T), Publication of Procurement Data Standard, Phase II,
             31 July 2009

The publication of the Procurement Data Standard (PDS) Phases I and II established an enterprise data structure for new contract and order awards and contract modifications (see References a & b). This memo announces the publication of a companion to the PDS for contracts: a DoD purchase request data standard (PRDS).

This is the first time a DoD wide standard has been introduced for a purchase request. Because the purchase request (PR) is the source of critical data used in contract award, establishment of accurate and standard data in this step of the process is critical.
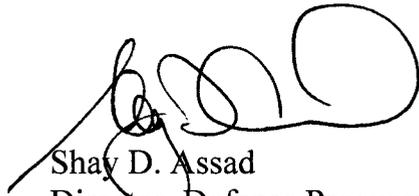
Although the standard has been written to cover a wide variety of PRs, initial application will be focused on development of tools to support the contingency contracting environment. Use of the PRDS in theater will eliminate the need to expend scarce resources for physical movement of documents and retyping of data. Lessons learned from that effort and from in-depth analysis of Component requirements will be incorporated into future releases. Data standardization for PRs generated in an ERP system is still under development and will be addressed in subsequent increments of the PRDS.

In order to ensure unique identification of PRs across the enterprise, the PR data standard incorporates a standard method for numbering PRs. The goal is a PR numbering convention that is globally unique across the Department of Defense, and ideally across the federal government to support intergovernmental transaction, while requiring minimal changes to commercial applications. The initial standard is consistent with the convention currently in use in theater and supports U.S. Forces Afghanistan Publication 1-06 dated January 2010.

The PRDS as well as the PDS and supporting documents can be viewed on the Defense Procurement and Acquisition Policy website at http://www.acq.osd.mil/dpap/pdi/eb/procurement_data_standard.html. The PR data set schema shows relationships and allowable values for each data element.

I invite the Components to suggest additions to the PRDS to address other business needs. It is expected that all systems that send procurement requests to external contract writing systems will eventually be able to produce outputs of PR data that conform to this evolving standard, thus improving system interoperability, data accuracy, data visibility, and transparency. Likewise all contract writing systems will be expected to be able to receive data in accordance with the standard.

Questions and comments on the standard and on the PR number methodology may be directed to my lead for this effort, Bruce Propert, bruce.propert@osd.mil, 703-602-8032. In order to be considered in the next version of the standard, comments should be provided by September 1, 2010.

Shay D. Assad
Director, Defense Procurement
and Acquisition Policy
Performing the Duties of ASD(A)