

Department of the Army  
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Industrial Operations Command  
Rock Island, Illinois 61299-6000

IOC Memorandum 12-2

25 Oct 99

Security Assistance and International Logistics

PROVISION OF TECHNICAL DATA IN SUPPORT OF  
FOREIGN MILITARY SALES (FMS)

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Applicability. This memorandum applies to the Headquarters, U.S. Army Industrial Operations Command (HQ IOC) Security Assistance Management Center (AMSIO-SA); Munitions and Armaments Center (AMSIO-MA); and the Resource Management Center (AMSIO-RMF-C and AMSIO-RMB-I). It also applies to the design activity U.S. Army Tank Automotive and Armaments Command (TACOM), Army Armament Research Development and Engineering Center (ARDEC) (AMSTA-AR-QAD); and the Defense Finance and Accounting Service (DFAS) (DFAS-RI-AQT) Rock Island.

Proponent. The proponent is the Security Assistance Management Center (SAMC). Users are invited to send comments and suggested improvements to HQ IOC, ATTN: AMSIO-SA, Rock Island Arsenal, Rock Island, IL 61299-6000, e-mail [amsio-sa@ioc.army.mil](mailto:amsio-sa@ioc.army.mil).

Distribution. Distribution is determined by the proponent (available electronically at <http://www.ioc.army.mil/im/rcdsmgt/pubs.htm>).

Suppression Notice. None.

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FOR THE COMMANDER:

Official:

//signed//  
ROBERT A. BENSON  
Colonel, U.S. Army  
Chief of Staff

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<u>Contents</u>	<u>Paragraph</u>	<u>Page</u>
Purpose -----	1	2
Acronyms -----	2	2
References -----	3	3
Responsibilities -----	4	3
Procedures -----	<u>Appendix</u>	<u>Page</u>
Price and Availability (P&A)/Letter of Offer and - Acceptance (LOA) Development	A	5
IOC Form 12-1 Completion Instructions -----	B	6
Pricing Calculations -----	C	11
Funding Flow, Accountability and Reimbursement ---	D	12
Provision/Reporting of Technical Data Packages --- (TDP's) and Revisioning Services	E	15
IOC Form 12-1, Security Assistance P&A TDP Request	F	17

1. Purpose. This memorandum prescribes the guidelines and procedures for development, offer, and support of FMS TDP's and revisioning services within HQ IOC; TACOM-ARDEC, AMSTA-AR-QAD; and DFAS-RI-AQT, Rock Island.

2. Acronyms.

ARDEC.....U.S. Army Armament Research Development and  
Engineering Center

CD.....Compact Disc

CCM.....Country Case Manager

COPS.....Create On-Line Procurement Work Directive System

CPM.....Country Program Manager

DFAS.....Defense Finance and Accounting Service

DODAC.....Department of Defense Ammunition Code

FMS.....Foreign Military Sales

LOA.....Letter of Offer and Acceptance

LOR.....Letter of Request

NSN.....National Stock Number

P&A.....Price and Availability

PBAS.....Program Budget Accounting System

SOMARDS.....Standard Operations and Maintenance Army Research  
and Development System

TACOM.....Tank Automotive and Armaments Command

TDP.....Technical Data Package

USASAC.....U.S. Army Security Assistance Command

### 3. References.

- a. DoD 5108.38M, Security Assistance Management Manual.
- b. DoD 7000.14-R, DoD Financial Management Regulation; Volume 15, Security Assistance Policy and Procedures, March 1993.
- c. AMC Form 1095, Procurement Work Directive.
- d. AMSIO Form 37-2-E, Installation Program Directive/Change Request.
- e. IOC Form 12-1, Security Assistance Request for Price and Availability for Technical Data Package.

### 4. Responsibilities:

a. The AMSIO-SAA country case manager (CCM) will receive FMS requests for technical data, initiate P&A requests, and compile information for preparation and submission of FMS technical data cases.

b. The AMSIO-SAC will coordinate with AMSIO-MA to obtain required information as well as providing the respective AMSIO-SAA CCM with:

(1) The history of other foreign countries authorized to produce the respective item.

(2) A recommendation on releasability of the technical data.

c. The AMSIO-MA will provide end item background information; i.e., current production status, stock on hand, etc. to the respective AMSIO-SAC point of contact.

d. The AMSTA-AR-QAD will:

(1) Provide technical data P&A; final recommendation of releasability; security classification of the technical data.

(2) Provide the purchasing FMS country with the requested technical data in the form of a technical data package (TDP) and/or revisioning service(s) on compact disc (CD).

e. The AMSIO-RMF-C will validate the P&A prior to LOA submission and any subsequent repricing thereafter.

f. The AMSIO-RMB-I will initiate the AMSIO-Form 37-2-E subsequent to LOA implementation.

g. The DFAS-RI-AQT will pull the obligational authority from the Program Budget Accounting System (PBAS), and enter the transaction in the Standard Operations and Maintenance Army Research and Development System (SOMARDS).

## Appendix A

### P&A/LOA Development

1. Upon receipt of a request from HQ, U.S. Army Security Assistance Command (USASAC), or another major subordinate command for a FMS technical data case or technical data P&A, the AMSIO-SAA CCM will complete assigned portions of the AMSIO Form 12-1, Appendix F, IAW instructions provided in Appendix B herein. Distribution of the P&A request will be initiated by the AMSIO-SAA CCM via hand-carry and e-mail as follows:

a. Hand-carry one copy, Parts I & II, to HQ IOC, AMSIO-SAC. A 7-calendar-day-suspense is assigned to Part II.

b. Mail one copy (Parts I through IV), to ARDEC, AMSTA-AR-QAD, Building 12, ATTN: Technical Data Office. The POC is Mr. Al Mastrobuoni, DSN 880-5880, e-mail address: amastrob@pica.army.mil. A 15-calendar-day-suspense is assigned to Part IV.

2. The AMSIO-SAC will, in coordination with AMSIO-MA and appropriate elements of HQ IOC, complete Part II of the IOC Form 12-1 as addressed by Appendix B and return it to the AMSIO-SAA CCM within 7 calendar days.

3. The AMSTA-AR-QAD will complete Part IV of the P&A request as addressed by Appendices B and C within 15 days of receipt and return it to the appropriate AMSIO-SAA CCM by means of e-mail. The AMSTA-AR-QAD will use guidelines addressed in Appendices B and C to complete of the form and determine labor cost factors. The AMSTA-AR-QAD will also provide an ARDEC recommendation of releasability of the TDP.

4. Upon receipt of the completed AMSIO Form 12-1 from the respective respondents, the AMSIO-SAA CCM will forward one copy of Part IV, to AMSIO-RMF-C for price validation.

5. The AMSIO-RMF-C will complete validation of the P&A and return a copy of Part IV of the IOC Form 12-1 to the respective AMSIO-SAA CCM within two working days.

6. The AMSIO-SAA CCM will prepare the LOA in accordance with established guidelines and provide one copy of the LOA and the validated P&A to DFAS-RI-AQT.

## Appendix B

## IOC Form 12-1 Completion Instructions

1. Parts I, II, III and IV, AMSIO-SAA.a. Part I.

(1) Block 1 - COUNTRY/CASE: Self-explanatory.

(2) Block 2 - ITEM NAME: Self-explanatory. If for multiple miscellaneous drawings annotate "Miscellaneous Drawings, See Attached." Attach the list of drawings to the hard copy form and as an "MS WORD document" attachment to the e-mail copy forwarded to ARDEC.

(3) Block 3 - NATIONAL STOCK NUMBER (NSN)/DEPARTMENT OF DEFENSE AMMUNITION CODE (DODAC): Self-explanatory. Both are required for ammunition.

(4) Block 4 - ESTIMATED LETTER OF OFFER AND ACCEPTANCE (LOA) IMPLEMENTATION DATE: 210 days from date LOA is anticipated to be submitted to HQ USASAC or a more specific date if known.

(5) Block 5 - TECHNICAL DATA PACKAGE (TDP) PURPOSE: Refer to the Letter of Request (LOR) and indicate the intended disposition of the item to be produced. If the item is for a third-country sale, provide the name of the third country.

(6) Block 6 - REVISIONING: Place an "X" in block if revisioning services are required.

(7) Block 7 - REVISIONING PERIOD: Indicate number of years the period is to cover. This will not exceed 2 years.

(8) Block 8 - TYPE: Check appropriate block in accordance with the customer request. If not specified by the purchaser, check "UP-TO-DATE".

(9) Block 9 - FOREIGN PRODUCTION: No entry required.

(10) Block 10 - PRODUCTION SCHEDULE & QUANTITY (Of this requirement): If not intended for production, annotate "N/A". If for production, refer to the LOR and indicate the number of years over which the production is to occur and the quantity per year.

(11) Block 11 - PREVIOUS END ITEM SALES: Consult the Selected Item Program Review shipment history to determine if the intended recipient of the production TDP has previously obtained the item to be produced. Indicate case designators and actual or estimated quantities.

(12) Block 12 - REMARKS: If the request is for a planning case, annotate that "This request is for planning purposes only."

(13) Block 13 - POC: Self-explanatory

(14) Block 14 - DSN: Self-explanatory

(15) Block 15 - FAX/E-MAIL: Self-explanatory

b. Part II, Block 16 - SUSPENSE (S): Date AMSIO-SAC is required to provide requested data (7 calendar days from date forwarded to AMSIO-SAC.)

c. Part III.

(1) Block 34 - COUNTRY/CASE: Same as Block 1

(2) Block 35 - ITEM NAME: Same as Block 2

(3) Block 36 - NSN/DODAC: Same as Block 3

d. Part IV, Block 37 - SUSPENSE (S): 15 days from date forwarded to ARDEC, AMSTA-AR-QAD. Date AMSTA-AR-QAD is required to provide requested data.

2. Part II, AMSIO-SAC/AMSIO-MAC.

a. Block 16 - SUSPENSE (S): Completed by the AMSIO-SAA CCM. Date AMSIO-SAC is required to provide requested data. 7 calendar days.

b. Block 17 - ITEM SECURITY CLASSIFICATION: Consult with AMSIO-MA to obtain classification of the item.

c. Block 18 - DRAWING/PART NO: Self-explanatory.

d. Block 19 - U.S. STOCK ON HAND: Consult with AMSIO-MA to obtain current U.S. worldwide assets plus percentage of the U.S. Army requirements that this figure represents.

e. Block 20 - U.S. COST: Consult with AMSIO-MA to obtain current cost to U.S. Government to produce the item.

f. Block 21 - OTHER AUTHORIZED COUNTRIES: Document any countries that have previously been provided the production TDP for the requested item. Indicate country and case or receipt control number.

g. Block 22 - U.S. PRODUCTION HISTORY: Consult with AMSIO-MA to provide (as applicable) the following data:

(1) Current Source.

(2) In-House/Government Contract: Check appropriate block for current production.

(3) Current Production: Provide current status of quantity in production. Indicate fiscal year and quantity.

(4) Past 5 Years: The production history for the last 5 years. Indicate fiscal years and quantities.

(5) Future Proposed: Indicate proposed procurement for the next 5 years. Indicate fiscal years and quantities.

(6) Future Approved: Indicate any approved future procurement. Indicate fiscal years and quantities.

h. Block 23 - IMPACT/REMARKS: Use for any clarification regarding stock on hand figures, excess or about to be excess, as well as program peculiar information.

i. Block 24 - ITEM MANAGER: Self-explanatory.

j. Block 25 - EXT: Self-explanatory.

k. Block 26 - DATE: Date completed.

l. Block 27 - PRODUCTION MANAGER: Self-explanatory.

m. Block 28 - EXT: Self-explanatory.

n. Block 29 - DATE: Date P&A completed.

o. Block 30 - APPROVAL FOR RELEASE: The following criteria will govern offer and release of the TDP:

(1) If AMSIO-SAC objects to release of the TDP, they will annotate Part II Block 30 of the P&A as such and attach a copy of the formal objection which they forward to higher headquarters to the P&A when returned to the AMSIO-SAA CCM. The AMSIO-SAA CCM will provide a copy of the objection to ARDEC AMSTA-AR-QAD, notify their appropriate HQ USASAC country program manager (CPM) of the objection, and request the LOA be suspended pending a formal decision on release of the data.

(2) If AMSIO-SAC indicates a request is for an item protected by the Stratton Amendment, they will not complete the P&A for that item but annotate it as not approved and return it to the AMSIO-SAA CCM with justification for the denial. If the request consists of only the restricted item, the AMSIO-SAA CCM will not process the LOA, and they will notify HQ USASAC of the rationale for rejecting the request. The AMSIO-SAA CCM will forward a copy of the denial to ARDEC AMSTA-AR-QAD.

(3) If a portion of the TDP cannot be offered because of the Stratton Amendment or a Command recommendation, the AMSIO-SAC will complete the P&A(s) for the data not affected by the restrictions. They will complete the P&A for the restricted data as stated in paragraphs 5a(1) and (2) above. The AMSIO-SAA CCM will contact their HQ USASAC CPM, advise them of the non-release recommendation(s) and prepare the LOA offering the balance of data to which restrictions do not apply. The LOA transmittal cover letter will provide rational for not offering the restricted data.

p. Block 31 - POC: AMSIO-SAC POC.

q. Block 32 - EXT: Self-explanatory.

r. Block 33 - DATE: Date complete.

3. Part III (AMSIO-SAA): See "Part I" for instructions.

4. Part I and IV, AMSTA-AR-QAD.

a. PART I, Block 12 - If the request is for planning purposes; i.e., rough order of magnitude versus firm price and availability, the AMSIO-SAA CPM will indicate such.

b. PART IV.

(1) Block 37 - SUSPENSE(s): Completed by the AMSIO-SAA CCM. Date ARDEC, AMSTA-AR-QAD, is required to provide data.

(2) Block 38 - MAJOR ASSEMBLY/COMPONENT-PATENT/PROPRIETARY RIGHTS: Identify major assemblies or components in the TDP having a patent or other proprietary rights not releasable without prior approval.

(3) Block 39 - SECURITY CLASSIFICATION (of the technical data): Self-explanatory.

(4) Block 40 - TDP PRICE: Provide breakout for level of TDP indicated in Block 8, Part I. If estimated actual P&A cannot be developed within the allotted timeframe, rough order of magnitude data will be provided.

(5) Block 41 - TDP SOURCE/AVAILABILITY: Indicate either "stock" or "procurement" (if provided by a contractor) and number of months of availability after funding is received. This is normally "6" months for stock offers.

(6) Block 42 - REVISIONING PRICE: Refer to Blocks 6, 7 and 8, Part I. If "Revisioning" is checked in Block 6, provide cost breakout for the period indicated in Block 7 and the level indicated in Block 8. If estimated actual P&A cannot be developed within the allotted timeframe, rough order of magnitude data will be provided.

(7) Block 43 - APPROVAL FOR RELEASE. The TACOM-ARDEC, as the design agency, will provide final recommendation for approval/non-approval of release of the technical data. Justification for non-release of the data will be provided to the AMSIO-SAA CCM. The AMSIO-SAA CCM will provide copy to AMSIO-SAM who will in turn forward this recommendation to headquarters for consideration. If an objection is stated, refer to instructions in Part II, paragraph 2.o.(1) for LOA preparation instructions.

- (8) Block 44 - REMARKS: Self-explanatory.
- (9) Block 45 - POC: Self-explanatory.
- (10) Block 46 - DSN: Self-explanatory
- (11) Block 47 - DATE: Self-explanatory.

## Appendix C

## Pricing Calculations

1. In addition to the materiel value of the TDP or revisioning, pricing data provided by ARDEC, AMSTA-AR-QAD, will also indicate a breakout of the following personnel labor pricing elements:

- a. Total Direct Labor hours.
- b. Total Direct Labor (This includes Leave and Holiday Pay (LHP) but does not include Fringe Benefits (FB)).
- c. Total Unfunded Civilian Retirement (UCR).
- d. Total FB.
- e. Total Price.

2. The P&A calculation formula (example) is as follows:

a. Direct Labor Hours		100	
b. Total Direct Labor		\$1,823.00	(Includes LHP not FB)
c. UCR	(x)	<u>9.6%</u>	(Note - This is the FY 2000 rate. Use appropriate yearly rate as directed by The Office of the Under Secretary of Defense.)
d. UCR Total		\$ 175.01	
e. Plus Total Direct Labor	(+)	<u>\$1,823.00</u>	(Includes LHP not FB)
f. Total Labor		\$1,998.01	(Includes UCR & LHP not FB)
g. Add Fringe Benefits	(+)	\$ <u>462.00</u>	
h. Total FMS Price		\$2,460.01	(Includes UCR, FB & LHP)

## Appendix D

## Funding Flow, Accountability, and Reimbursement

1. Upon receipt of an implemented LOA the AMSIO-SAA CCM will:
  - a. Notify DFAS-RI-AQT of the implemented program.
  - b. Provide copy of the implemented program to ARDEC, AMSTA-AR-QAD.
  - c. Notify AMSIO-RMB-I of the program implementation.
2. The AMSIO-RMI will initiate an Installation Program Directive, AMSIO Form 37-2-E and forward it to DFAS-RI-AQT.
3. The DFAS-RI-AQT will:
  - a. Pull the obligational authority from PBAS and enter the data into the SOMARDS.
  - b. Return the Form 37-2-E to AMSIO-RMB-I.
4. The AMSIO-RMB-I will approve the Form 37-2-E by signature and forward it to the respective AMSIO-SAA CCM.
5. The AMSIO-SAA CCM will forward the AMSIO-Form 37-2-E to AMSIO-SAM.
6. The AMSIO-SAM will provide the required funding via an AMC Form 1095 (Procurement Work Directive) to the Customer Order Control Point at ARDEC via the Create On-Line Procurement Work Directive System (COPS). The remarks sector of the AMC Form 1095 will include:
  - a. "Ship-to", "mark for" information if known.
  - b. Document number(s).
  - c. Required ship date. This data will exceed the availability lead-time reflected on the LOA.
  - d. The assigned AMSIO-SAA POC to include their DSN and e-mail address.

A copy of the Form 1095 will also be provided to the AMSIO-SAA CCM.

7. AMSTA-AR-QAD will:

a. Report by e-mail or memorandum to the appropriate AMSIO-SAA CCM within 15 days of shipment of the original TDP and/or revisioning services. The correspondence will indicate the LOA designator, line item number, and ship date.

b. Not charge for the research effort of revisioning services unless revisioning was actually provided.

c. Record actual charges incurred for provision of the TDP and revisioning service.

d. Report to the appropriate AMSIO-SAA CCM via e-mail or hardcopy memorandum within 30 days of completion of the program or upon request:

(1) Actual costs calculated in accordance with Appendix C.

(2) Excess funds.

8. Noted deviations from the original P&A will be reconciled as follows:

a. The AMSIO-SAA will provide copy of the AMSTA-AR-QAD funding documentation to AMSIO-RMF-C for validation.

b. Upon validation, AMSIO-RMF-C will annotate the funding documentation as approved and return it to AMSIO-SAA.

c. The AMSIO-SAA CCM will provide the validation to AMSIO-SAM.

d. The AMSIO-SAM will accomplish needed adjustments via an AMC Form 1095 and COPS and inform AMSIO-RMB-I of the revisions. The COPS will update SOMARDS.

e. If the revised pricing cannot be validated, AMSIO-RMF-C will coordinate with the appropriate AMSIO-SAA CCM to resolve the discrepancies.

## Appendix E

### Provision/Reporting of TDP's and Revisioning Services

1. The ARDEC, AMSTA-AR-QAD will provide support of the TDP and offered revisioning services in accordance with the following:

a. The technical data will be provided to the purchaser in the form of a CD. The face of each CD will be printed with the following information:

(1) The specific FMS case designator upon which the TDP was purchased.

(2) Date of issue of the disc.

(3) Level of data; i.e., Updated, Up-to-Date, etc.

(4) The end item application/nomenclature.

b. Include a memorandum with the shipped TDP/revisioning. This memorandum will instruct the purchaser that an authorized representative of their government should sign and return the memorandum as verification of receipt of the TDP/revisioning. The AMSTA-AR-QAD will forward a copy of the signed memorandum to the appropriate AMSIO-SAA CCM.

c. Notify the AMSIO-SAM CCM via e-mail or memorandum when shipment of the TDP and or revisioning services has occurred. This notification will include that information addressed in Appendix D, paragraphs 7a-7d(2).

d. When revisioning services are offered, AMSTA-AR-QAD will:

(1) Perform a review of the TDP at six-month intervals throughout the requested revisioning period and provide the purchasing country with recognized data updates. The first review will be initiated 6 months after shipment of the original TDP.

(2) Within 30 days of completion of the revisioning service review, provide the appropriate AMSIO-SAA CCM with:

(a) Written verification that the AMSTA-AR-QAD review has been performed and that revisioning has or has not been furnished.

(b) Estimated costs for revisions provided IAW Appendix D paragraphs 7a-7d(2).

2. The AMSIO-SAA CCM will reconcile ARDEC billings (deviations from the original price quote) and final costs IAW Appendix D, paragraphs 8a-8e.

Appendix F

IOC Form 12-1 (Security Assistance Request for P&A for TDP's and Revisioning Services

REQUEST FOR SECURITY ASSISTANCE PRICE & AVAILABILITY FOR TECHNICAL DATA PACKAGE (IOCM 12-2)			
PART I. AMSID-SAA			
1. COUNTRY/CASE: _____		2. ITEM NAME: _____	
3. NSMDOAC: _____/_____		4. ESTIMATED LOA IMPLEMENTATION DATE: _____	
5. TDP PURPOSE: Production Indigenous <input type="checkbox"/>		Production Third Country Sale <input type="checkbox"/>	Operation/Maintenance <input type="checkbox"/>
6. REVISIONING: <input type="checkbox"/>	7. REVISIONING PERIOD: _____	8. TYPE: As-is <input type="checkbox"/> Up-To-Date <input type="checkbox"/> Updated <input type="checkbox"/>	
9. FOREIGN PRODUCTION: _____		10. PRODUCTION SCHEDULE & QUANTITY: _____	
11. PREVIOUS END ITEM SALES TO CUSTOMERS: Cases & Quantities: _____			
12. REMARKS: _____ _____			
13. POC: _____		14. DSN: _____	15. FAXE-MAIL: _____/_____
PART II. AMSIO-MAS-O			16. S: _____
17. ITEM SECURITY CLASS: Unclassified <input type="checkbox"/>		Confidential <input type="checkbox"/>	Secret <input type="checkbox"/>
18. DRAWINGS/PART #: _____		19. U.S. STOCK ON HAND: _____	
20. U.S. COST: \$ _____		21. OTHER COUNTRIES AUTHORIZED TO PRODUCE: _____	
22. U.S. PRODUCTION HISTORY: Current Source: _____		In-House <input type="checkbox"/>	Gov't Contract <input type="checkbox"/>
Current Production: _____		Past 5 Years: _____	
Future Proposed: _____		Future Approved: _____	
23. IMPACT ON U.S./OTHER PROGRAMS & REMARKS: _____ _____			
24. ITEM MANAGER: _____		25. EXT: _____	26. DATE: _____
27. PRODUCTION MANAGER: _____		28. EXT: _____	29. DATE: _____
30. APPROVAL FOR RELEASE: Yes <input type="checkbox"/> No <input type="checkbox"/>		31. POC: _____	32. EXT: _____ 33. DATE: _____

IOC FORM 12-1, OCT 99

PART III. AMSIO-SAA		
34. COUNTRY(CASE): _____ 35. ITEM NAME: _____		
36. MSH/DODAG: _____ / _____		
PART IV. AMSTA-AR-QAD		37. \$: _____
38. MAJOR ASSEMBLY/COMPONENT PATENT/PROPRIETARY RIGHTS: _____		
39. TECHNICAL DATA PACKAGE SECURITY CLASS:   Unclassified <input type="checkbox"/> Classified <input type="checkbox"/> Secret <input type="checkbox"/>		
40. TDP PRICE:		41. TDP SOURCE/AVAILABILITY:
Direct Labor Hours	_____	Stock <input type="checkbox"/> Procurement <input type="checkbox"/>
Total Direct Labor (Less Fringe)	\$ _____	Availability: _____
Unfunded Civilian Retirement	\$ _____	_____
Fringe Benefits	\$ _____	_____
Total Price	\$ _____	_____
42. REVISIONING PRICE:		
Direct Labor Hours	_____	
Total Direct Labor (Less Fringe)	\$ _____	
Unfunded Civilian Retirement	\$ _____	
Fringe Benefits	\$ _____	
Total Price	\$ _____	
43. APPROVAL FOR RELEASE:   Yes <input type="checkbox"/> No <input type="checkbox"/>		
44. REMARKS: _____		
_____		
_____		
45. POC: _____	46. DSN: _____	47. DATE: _____