From: Sineath CIV John
To: Anderson LtCol Michael S; Bellota MSgt Rodolfo M; Bergman CIV Alan D; Brunson CIV Janet C; Carroll Maj George T; Cerka CIV Frances C; Corcoran LtCol Eric M; Crawford Civ Dale A; Drury CIV Deborah A; Gaylor CIV Sherry F; Gubitti Civ Cynthia A; Henley CIV June R; Higa CIV Sakura K; Hughes CIV Sandra K; Humphrey CIV Sharon E; Ingle Capt Steven L; Lemmond CIV Barbara G; Long Capt Eric J; Lovett-Black Civ JoAnna; Matthews CIV Layton D; Michael Maj Ronnie D; Miller MSgt Tara N; Mullen CIV Melvin T; Payne CIV Mark H; Pendley CIV Larry F; Pockette CIV Michael D; Polesnak Maj Stephanie M RC (SW) II MEF FWD G4 OCS Branch Head; Powell CIV Hollis H; Rabassi Maj Christopher E; Rego CIV Arthur J; Rivers GySgt Timothy L; Schmid LtCol Steven J; Stahl Maj Scott A; Stroh CIV Linda L; Washington CIV Connie A; Wichmann CIV Wanda S; Young Capt Wynndee M;
cc: Beckner CIV Linda; Donahue Maj Kimberly A; Faughnan CIV Kevin; Fernandez CIV Kimberly F; Haines CIV John; Harper CIV Twana E; Keys CIV John; Lerma MGySgt Maricela G; Mckellop SSgt Jessycca E; Reier CIV Susan; Robinson LtCol Macon R; Sineath CIV John; Sullivan SES Frances L; Uher CIV Lauren; Romano CIV Mark; Oliver CIV R. Kaye; Daise CIV Stanley C; Shah, Sejal [USA];
Subject: APM 12-07 Data Capture in Support of Contingency Planning
Date: Monday, February 13, 2012 10:36:01
Attachments: DASN (AP) memo of January 31 2012 - Data Capture in Support of Contingency Planning.pdf

---

All,

BACKGROUND:

DASN(AP) memorandum of 31 January 2012 set forth new policy regarding the capture of the Product Service Code (PSC) or Federal Supply Class (FSC) at the line item level, in addition to the contract level. Increased visibility of these data elements enables capture of this data without creating additional reports.

POLICY:

a. Contracting personnel shall include the appropriate PSC or FSC on each line item in every contract or order, and in any modification adding one or more line items. The list of applicable PSCs and FSCs is available at: https://www.acquisition.gov/PSC%20Manual%20-%20Final%20-%2011%20August%202011.pdf.

b. For contracts in support of contingency operations, contracting personnel shall include the project code at the line item level on each contract action. The list of applicable project codes is available at: http://www.dla.mil/j-6/dlmso/elibrary/ServicePoints/CD_ProjCd_nopoc.docx.

c. The policy is effective immediately and remains in effect until incorporated into the DFARS or otherwise rescinded.

PROCEDURES:

a. Include the appropriate PSC or FSC on each line item in every contract or order, and in any modification adding one or more line items.

b. If an activity is unable to comply with the policy above, a deviation may be granted under special circumstances. Any request for a deviation must be submitted to the ADC, I&L (Contracts).

Please ensure this guidance is provided to all appropriate acquisition personnel.

John (Jack) Sineath
Headquarters United States Marine Corps
Installations and Logistics (Contracts)
Ofc: 703-604-4145
john.sineath@usmc.mil