



7 Sept 2010

COMDTINST 4570.1A

COMMANDANT INSTRUCTION 4570.1A

Subj: FOREIGN TRANSFERS OF EXCESS COAST GUARD VESSELS

(a) Foreign Assistance Act of 1961, as Amended  
ef:

1. PURPOSE. This Instruction details the process and assigns responsible organizational elements within the Coast Guard for the transfer to foreign nations of excess boats and cutters that have been decommissioned or otherwise removed from service.
2. ACTION. All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, and chiefs of headquarters staff elements shall comply with the provisions of this Instruction. Internet release is authorized.
3. DIRECTIVES AFFECTED. The Foreign Transfers of Excess Coast Guard Vessels, COMDTINST M4570.1 is cancelled.
4. DISCUSSION.
  - a. Over the next twelve years, the Coast Guard will complete recapitalization of its high and medium endurance cutters, patrol vessels, and small boats. Several foreign nations have expressed interest in obtaining legacy cutters and boats removed from Coast Guard service that have some residual service life. Transferring excess vessels with remaining useful service life to foreign nations is a recognized U.S. foreign policy tool that is one of many alternatives available to the Coast Guard for disposal of excess vessels. This Instruction is designed to integrate this alternative into the Coast Guard excess vessel disposal program.

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	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z	
A	1	1	1		1	1	1	1	1	1		1	1	1	1	1	1	1	1	1							
B		8		1	1	3	1	1	1	1	1	1	1	1	1	1		1	1	1	1		1		1	1	
C	1	1		1	1	1	2		1	1	1	1			1	1	1					1	1	1			
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NON-STANDARD DISTRIBUTION:

- b. Reference (a) was amended in 1996 to authorize the Coast Guard to transfer excess property to foreign nations under the “excess defense articles” (EDA) provisions detailed within the act. This authorization enables the Coast Guard to declare legacy systems that are decommissioned or otherwise removed from service as “excess” to service needs and make them available for transfer to foreign nations.
- c. Director of International Affairs & Foreign Policy Advisor (CG-DCO-I) is the executive agent for Coast Guard participation in U.S. Security Assistance and Defense Cooperation matters. In the capacity, CG-DCO-I is responsible for compliance with reference (a), including the process through which excess vessels are transferred to foreign nations. Chief, International Acquisition Programs (CG-922), is the lead office for execution of EDA transfers and associated Foreign Military Sales (FMS) cases. Notwithstanding, the efficient transfer of excess vessels can only be accomplished through timely coordination and cooperation of a diverse array of Coast Guard organizational elements. This Instruction is intended to ensure key Coast Guard organizational elements recognize the actions necessary and when their involvement in the process is essential in order to facilitate the transfer of an excess vessel to a foreign nation.
- d. Each vessel transferred under the EDA provisions of reference (a) is delivered to the foreign nation on an “as is, where is” basis. This means that the foreign government takes possession of the vessel at a predetermined storage site or prearranged location and in the condition that the vessel was in at the time of the foreign nation’s Joint Visit Inspection. With vessels intended to be “sailed away”, the Coast Guard assists the foreign government in ensuring the vessel is made “safe-to-sail”.
- e. To deliver the training, replacement equipment, spare parts, and services needed to make a vessel “safe-to-sail”, Commandant (CG-922) will establish a FMS case. The FMS case will provide funding through established U.S. Security Assistance programs or the foreign government to pay for the goods and services delivered by the Coast Guard to execute the EDA vessel transfer. Since all transfers are carried out under the umbrella of an FMS case, EDA grant transfers of vessels are collectively referred to as FMS transfers.

5. PROCEDURES.

- a. The FMS/EDA Transfer Process Model outlined in enclosure (1) and detailed in enclosure (2) is designed to align Coast Guard excess vessel disposal programs with Security Assistance policies and procedures pursuant to the Excess Defense Articles provisions of reference (a). Enclosures (3) and (4) provide a list of abbreviations and Glossary of Terms, respectively, which are used in the Security Assistance community.
- b. The actions listed in the FMS/EDA Process Model are those which may be necessary to complete the transfer of Coast Guard excess vessels to a foreign nation. All the actions listed may not be applicable or required to be accomplished in every case. The FMS/EDA Process Model itself is intended as a framework from which all Coast Guard organizational elements may work to ensure timely and efficient transfers of excess vessels to foreign nations.
- c. The projected times identified in the “timeline” column of enclosure (1) provide a general sequencing of events and lead times necessary to accomplish EDA vessel transfers in an efficient

manner upon a vessel's decommissioning or removal from service. Action items do not necessarily have to be performed in the order listed.

- d. The provisions of this Instruction shall apply to all transfers of Coast Guard excess vessels to foreign nations regardless of the statutory authority governing the specific vessel transfer.

6. RESPONSIBILITY.

- a. Chief, International Acquisition Programs (CG-922), is designated the headquarters planning coordinator for the execution of all vessel transfers to foreign nations.
- b. Commanders, Operations Commands; Commanders, Coast Guard Chief of Staff; Assistant Commandants for Operations and Systems; and Chief, Coast Guard Acquisition Directorate, shall support the transfers of vessels to foreign nations within the framework of the FMS/EDA Process Model detailed in enclosures (1) and (2).

7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. Environmental considerations under the National Environmental Policy Act (NEPA) of 1969 were examined in the development of this Instruction. This Instruction includes the preparation of guidance documents that implement, without substantive change, the applicable Commandant Instruction or other Federal agency regulations, procedures, manuals, and other guidance documents. The policies contained in this Instruction provide a broad general plan for Foreign Transfers of Excess Coast Guard Vessels and it is; therefore, appropriate to categorically exclude the policy from further NEPA analysis. Specifically, Categorical Exclusion (33) as published in National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1D, and Figure 2-1 is applicable.

8. FORMS/REPORTS. None.

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- Encl: (1) Coast Guard FMS Process Model  
(2) Explanatory Notes  
(3) List of Abbreviations & Acronyms  
(4) FMS Glossary of Selected Terms

## Coast Guard FMS Process Model

This Process Model is designed to support the transfer of vessels and major end items. For projects involving Follow-On-Support programs, or programs with significant commercial contracting elements, the model may be modified to meet the unique requirements of the project.

<b>Action</b>	<b>Lead Organization (Assisting Staff Elements)</b>	<b>Timeline</b>
<b><u>1.0 Identification</u></b>		DECOM – 12 mos
1.1 Identify potential recipients	DSCA, CG-00, Navy IPO, AREA, other agencies	
1.1.1 Send EDA survey message	COMDT (CG-922), (CG Liaisons)	
1.1.2 Establish contact with Security Assistance Organizations (SAOs)	CG-DCO-I, COMDT (CG-922), SAO, MILDEPs and/or MILGRPs, AREA	
1.1.3 Assess ability to absorb asset	CG-DCO-I, COMDT (CG-922), SAO	
1.2 Identify existing USCG liaisons and contacts	CG-DCO-I, COMDT (CG-922), AREAs	
1.2.1 Establish contact/comm with USCG liaisons	COMDT (CG-922)	
1.3 Transfer assets determined	COMDT (CG-751)/(CG-731), (CG-84)	
1.3.1 Transfer/availability dates	COMDT (CG-751)/(CG-731), (CG-84)	
1.3.2 Provide updated asset availability to Navy IPO and DSCA	COMDT (CG-922)	
1.3.3 Identify transfer engineering issues	COMDT (CG-922), (CG-45)	
1.3.4 Complete material assessment	COMDT (CG-922), (CG-45)	
1.4 Make transfer inputs to OFCO	COMDT (CG-922), (CG-751)/(CG-731), AREA, DISTRICT	
1.4.1 Determine if hot or cold transfer	COMDT (CG-751)/(CG-731), (CG-922)	
1.4.2 Determine transfer/training location	COMDT (CG-751)/(CG-731), (CG-922), AREA	
1.4.3 Coordinate electronics removals/RIK issues	COMDT (CG-64), (CG-922)	

- 1.4.4 Determine HAZMAT issues COMDT (CG-751)/(CG-731), (CG-84), (CG-43), (CG-922)
- 1.4.5 Identify historical issues COMDT (CG-751)/(CG-731), (CG-09224), (CG-43), (CG-922)

**2.0 Allocation**

DECOM – 9/12 mos

- 2.1 Establish USCG-country priority CG-DCO-I, AREA, COCOM, COMDT (CG-922)
- 2.1.1 Poll interested Coast Guard organizational elements CG-DCO-I, AREA, CG Liaisons
- 2.1.2 Request IAG comment CG-DCO-I
- 2.1.3 Develop USCG priority list CG-DCO-I
- 2.1.4 Submit allocation recommendation to Navy IPO CG-DCO-I
- 2.1.5 Coordinate on Navy IPO submission to DSCA CG-DCO-I
- 2.2 EDA coordination committee meeting (if required) CG-DCO-I
- 2.3 Determine transfer citation CG-DCO-I
- 2.4 Country notification CG-DCO-I, Navy IPO, DSCA, COCOM, AREA
- 2.5 Process country response CG-DCO-I

**3.0 Transfer documents**

DECOM – 9 mos

- 3.1 ID POC at HQ and field organization and vessel AREA, COMDT (CG-922)
- 3.2 Complete material assessment (as req) COMDT (CG-922), (CG-45), (SFLC-documentation/research), (C4ITSC)
- 3.3 Obtain copy of last AEL, APL, ERPAL, and SCAMPS COMDT (CG-922), (CG-84), (CG-45)

3.4 Schedule and conduct joint visit inspection (JVI)	COMDT (CG-922), (CG-751)/(CG-731), AREA, DISTRICT	
3.4.1 Identify asset location	COMDT (CG-922), (CG-751)/(CG-731)	
3.4.2 Identify POC at appropriate field organization	All	
3.4.3 Complete JVI logistics arrangements	COMDT (CG-922)	
3.4.4 Execute JVI	COMDT (CG-922), Project Manager	
3.5 Complete JVI report	COMDT (CG-922)	DECOM – 7 mos
3.5.1 Identify “safe to sail” repairs	COMDT (CG-922), (CG-751)/(CG-731), (SFLC-documentation/research), (CG-45), (CG-64), (C4ITSC)	
3.5.1.1 Generate work lists	COMDT (CG-922)	
3.5.1.2 Prepare work specifications and SOWs	COMDT (CG-922), (CG-45), (SFLC)	
3.5.2 Identify country requested repairs	COMDT (CG-922), SAO	
3.5.3 Prepare SOW/SPEC for safe to sail and country requested repairs	COMDT (CG-922), (CG-45), (SFLC), (CG YARD), (CG-64)	
3.5.3.1 Identify source for repairs	COMDT (CG-922), (CG-45), (SFLC)	
3.5.3.1.1 Request cost/schedule estimates	COMDT (CG-922), (CG-45), (SFLC)	
3.5.3.1.2 Reserved		
3.5.3.1.3 Begin prep of financial documents: LOA transfer worksheet	COMDT (CG-922)	
3.5.3.1.4 Submit request to CG SFLC/YARD (as req)	COMDT (CG-922)	
3.5.3.1.5 SFLC-IOD and CG-YARD provides formal response to request or notify of declination of request	COMDT (CG-45), (CG YARD), (SFLC)	

3.5.3.1.6 If SFLC-IOD and CG-YARD decline, provide SOW/SPEC to CG-91 for contractor consideration	COMDT (CG-922)	
3.5.4 Monitor post-JVI vessel condition	COMDT (CG-922), CUTTER, (CG-64)	
3.6 Determine contracting issues and requirements	COMDT (CG-922), (CG-912)	
3.6.1 Develop SOWs and cost estimates	COMDT (CG-922), (CG-45), (SFLC)	DECOM – 6 mos
3.6.1.1 Identify transfer support requirements including fuel and water stops, consumables storage and repair elements	COMDT (CG-922)	
3.6.1.2 Prepare logreq for support requirements	COMDT (CG-922), (CG-45), (SFLC), DISTRICT	
3.6.2 Identify training requirements	COMDT (CG-922), SAO, (CG-751)/(CG-731)	
3.6.2.1 Identify and solicit training team members from USCG organizations (active and reserve)	COMDT (CG-922), (CG-751)/(CG-731), (CG-22)	
3.6.3 Schedule site survey	COMDT (CG-922), SAO, DSCA	DECOM – 6 mos
3.6.3.1 Research previous assessment reports	COMDT (CG-922)	
3.7 Process informal country response	COMDT (CG-922)	
3.8 Proposed transfer timeline development	COMDT (CG-922), (CG-751)/(CG-731), (CG-45), (CG-64), SAO, CLIENT, AREA	
3.9 Receive formal country response/LOR	COMDT (CG-922), Navy IPO, DSCA, SAO	
3.10 Coordinate pricing data for congressional notification	COMDT (CG-922), (CG-84)	
3.10.1 Monitor notification process thru DSCA and Navy IPO	COMDT (CG-922)	
3.10.2 Promulgate DSCA notification release message	COMDT (CG-922)	

3.11 Prepare EDA transfer/FMS case/reimbursable agreement	COMDT (CG-922)	
3.11.1 Submit LOA data requests	COMDT (CG-922)	DECOM – 5 mos
3.11.2 Review/validate LOA data	COMDT (CG-922)	
3.11.3 Reserved		
3.11.4 Draft case documents and cover letter to Navy IPO	COMDT (CG-922)	
3.11.5 Complete LOA concurrent clearance	USCG	
3.11.6 Monitor MILDEP and/or MILGRP signature action	COMDT (CG-922)	
3.11.7 Monitor DSCA countersignature action	COMDT (CG-922)	
3.11.8 Monitor Navy IPO transmission of document to recipient/SAO	COMDT (CG-922), Navy IPO	
3.11.9 Monitor signed document transmission to DFAS	COMDT (CG-922)	
3.11.10 Review interim contracting issues and requirements	COMDT (CG-922), Navy IPO	
3.12 FMS case implementation		DECOM – 4 mos
3.12.1 Receive MIPR/WO or reimbursable agreement	COMDT (CG-922)	
3.12.2 Establish financial project and initiate funds transfer	COMDT (CG-922)	
3.12.2.1 Issue TONOs for training team requirements	COMDT (CG-922)	
3.12.2.2 Develop PRs, PDs, for contract requirements	COMDT (CG-922)	
3.12.3 Determine and implement commercial contracting actions (as req)	COMDT (CG-922), (CG-912)	

- 3.12.3.1 Complete actions to transfer asset with full liquid load COMDT (CG-922)
- 3.13 Review requests for post-transfer ship-riders on a case-by-case basis COMDT (CG-922), AREA

**4.0 Asset transfer**

- 4.1 Coordinate transfer schedule with client and USCG organizations COMDT (CG-922), All DECOM – 30 days
- 4.2 Complete site survey (if not done earlier) COMDT (CG-922), AREA, All
- 4.2.1 Publish site survey report COMDT (CG-922)
- 4.3 Receive/process visit requests for client crew COMDT (CG-922) DECOM – 30 days
- 4.4 Provide support for training crew (TONO, reservations, messing billeting, etc.) COMDT (CG-922)
- 4.5 Create transfer document package (2 copies of transfer/title DD 1149) COMDT (CG-922), (CG-84)
- 4.5.1 Obtain copies of DD 1149 and ship inventory from CG-84 COMDT (CG-922)
- 4.5.2 Prepare ship transfer certificate COMDT (CG-922)
- 4.6 Coordinate transfer signature ceremony COMDT (CG-922), AREA, DISTRICT
- 4.6.1 Identify CG signatory COMDT (CG-922)
- 4.6.2 Obtain recipient vessel name and hull designation COMDT (CG-922)
- 4.6.3 Notify public affairs organization COMDT (CG-922)

**COAST GUARD VESSEL DECOMMISSIONED**

- 4.7 Distribute completed transfer documents COMDT (CG-922)
- 4.8 Monitor transfer training DECOM + 15 days
- 4.9 Advise client on proposed/client developed sail plan DECOM + 15

**5.0 Follow on support (FOS) planning**

5.1 Identify FOS requirements	COMDT (CG-922), SAO
5.2 Identify FOS capability/capacity	COMDT (CG-45), (CG-64), (CG-84), (CG-751) or (CG-731)
5.3 Country submits LOR for FOS	SAO
5.4 USCG sends LOA data taskers to field organizations	COMDT (CG-922)
5.5 USCG receives LOA data from field	COMDT (CG-922)
5.6 Prepare LOA	COMDT (CG-922)
5.7 Process LOA	COMDT (CG-922)
5.8 Implement LOA	COMDT (CG-922)
5.9 Reconcile LOA for closure	COMDT (CG-922)

**6.0 Case Reconciliation**

6.1 Receive final bills from field organizations	COMDT (CG-922)	DECOM + 6 mos
6.1.1 Complete line by line reconciliation	COMDT (CG-922)	
6.1.2 Forward line closure "MSP" letter to Navy IPO	COMDT (CG-922)	
6.2 Financially sequester case	COMDT (CG-922)	DECOM + 6 mos
6.3 Close project and archive documents	COMDT (CG-922)	DECOM + 12 mos

## **EXPLANATORY NOTES**

### **1.0 IDENTIFICATION:**

The first phase of the process is designed to identify specific Coast Guard excess assets available for transfer to approved foreign countries as Excess Defense Article (ARTICLES AND SERVICES) under section 516 (a) of the Foreign Assistance Act of 1961 (as amended).

#### **1.1 IDENTIFY POTENTIAL RECIPIENTS:**

Approved foreign governments may submit Letters of Request (LORs) for ARTICLES AND SERVICES to various Security Assistance agencies, the U.S. Coast Guard (CG) or Navy International Programs Office (NAVIPO). The U.S. Coast Guard will inform the ARTICLES AND SERVICES Coordination Committee which consists of representatives from the Department of State (DOS), Department of Defense (DOD), Department of Commerce (DOC), Military Departments, Joint Chief of Staff (JCS) and National Security Council (NSC), of ARTICLES AND SERVICES available for transfer to foreign governments. The Committee will then allocate ARTICLES AND SERVICES materials to approved foreign governments IAW pertinent statutes, policies and Theater Engagement Plans.

##### **1.1.1 SEND ARTICLES AND SERVICES SURVEY MESSAGE:**

When a legacy system is made available as ARTICLES AND SERVICES, CG-922 notify the US Security Assistance Organization through release of an ARTICLES AND SERVICES survey message. The notification formally solicits Letters of Request (LOR) from foreign nations for the ARTICLES AND SERVICES material.

##### **1.1.2 ESTABLISH CONTACT WITH SECURITY ASSISTANCE ORGANIZATIONS (SAO):**

In coordination with NAVIPO and the Defense Security Cooperation Agency (DSCA), CG-922 may contact SAOs to survey interest in Coast Guard ARTICLES AND SERVICES. This informal communication commences about 12 months prior to an asset's availability.

##### **1.1.3 ASSESS ABILITY TO ABSORB ASSET:**

The Coast Guard must determine the foreign nation's ability to operate and maintain the ARTICLES AND SERVICES requested. CG-922 will solicit information from Coast Guard organizational elements regarding prior interaction with the foreign government in order to assess the nation's ability to maintain and operate the asset. In select cases, the host SAO may request a Coast Guard team to conduct a preliminary survey of the potential recipient nation's infrastructure and personnel.

#### **1.2 IDENTIFY EXISTING USCG LIAISONS AND CONTACTS:**

Existing Coast Guard organizational elements will be identified and prior Coast Guard engagement efforts with the prospective recipient nation will be consulted in order to gather preliminary information on nature of the foreign

government's ARTICLES AND SERVICES request. Coast Guard Mobile Training Teams (MTT), cutters making port calls, and Area/District agencies are all potential sources of information. Information derived during the preliminary review will be thoroughly evaluated in order to determine the desirability and feasibility of meeting the request.

**1.2.1 ESTABLISH CONTACT/COMMUNICATION WITH USCG LIAISONS:**

In situations where Coast Guard personnel are assigned to country teams in liaison positions, they are uniquely qualified to offer insight regarding prospective recipient nation's capabilities and intentions.

**1.3 TRANSFER ASSETS DETERMINED:**

Commandant (CG-84), as the principal Coast Guard property officer, determines what legacy assets are available for offer to foreign governments as ARTICLES AND SERVICES. Commandant (CG-84) must ensure compliance with all federal property management guidelines before assets may be offered as ARTICLES AND SERVICES. Due to the mandated Foreign Military Sales timelines for the ARTICLES AND SERVICES grant transfers, Commandant (CG-922) may complete preliminary coordination with Coast Guard program managers and other organizational elements in order to expedite transfer planning within this process model.

**1.3.1 TRANSFER AVAILABILITY DATES:**

Facility managers play a pivotal role in determining the availability of legacy systems as ARTICLES AND SERVICES. Availability dates for ARTICLES AND SERVICES material are determined based on several factors including Coast Guard operational requirements and new vessel delivery. Facility managers shall provide a detailed and current schedule of decommissioning and availability dates for all prospective ARTICLES AND SERVICES material. As much advance notice as possible is essential as changes to USCG operational requirements and scheduling occur.

**1.3.2 PROVIDE UPDATED ASSET AVAILAILITY TO NAVIPO AND DSCA:**

Commandant (CG-922) will issue periodic updates to this information as necessary to ensure compliance with DOD 5105-38M.

**1.3.3 IDENTIFY TRANSFER ENGINEERING ISSUES:**

To ensure the right asset is matched to the right country, a determination of the ARTICLES AND SERVICES vessel's material condition is vital. Commandant (CG-922) will coordinate with the Systems Directorate to assess the ARTICLES AND SERVICES vessel's engineering history and most recent Material Assessment. Commandant (CG-922) may gather required engineering information from any appropriate Coast Guard organizational element.

**1.3.4 COMPLETE MATERIAL ASSESSMENT:**

The Commandant (CG-922) Project Engineer, or designated agent, will

complete and document a Material Assessment of the ARTICLES AND SERVICES. All Material Assessments conducted will be documented and passed to the appropriate Systems Directorate staffs for review and comment prior to release to other agencies.

1.4 MAKE TRANSFER INPUTS TO OPERATING FACILITY CHANGE ORDER (OFCO):

Commandant (CG-922) will review decommissioning OFCO's for legacy systems that are prospective ARTICLES AND SERVICES materials to ensure all Security Assistance-mandated actions are incorporated.

1.4.1 DETERMINE IF HOT OR COLD TRANSFER:

The most efficient, cost effective method of transfer of an ARTICLES AND SERVICES vessel for both the Coast Guard and the recipient nation is a "hot" transfer. A "hot" transfer ensues when the recipient nation's crew takes custody of the ARTICLES AND SERVICES vessel immediately after the Coast Guard decommissions the vessel. The "hot" transfer of a vessel ensures it is operational and complies with all SOLAS safe to sail standards. The recipient nation's cost and risk factors are significantly lower in a "hot" transfer that makes the ARTICLES AND SERVICES transfer more attractive.

1.4.2 DETERMINE TRANSFER/TRAINING LOCATION:

Commandant (CG-922) will work with appropriate District and Area staffs to determine the appropriate training/transfer location.

Availability of naval engineering and electronics engineering support, pier space, port services and personnel support are all factors which carry operational and financial impact.

1.4.3 COORDINATE NAVY TYPE/NAVY OWNED (NTNO) EQUIPMENT, ELECTRONICS AND GENERAL EQUIPMENT REMOVAL/REPLACEMENT ISSUES:

During decommissioning, equipment and systems are removed from the vessel. To comply with SOLAS requirements and maintain an operational capacity, the recipient nation may require their replacement in kind. Each client may opt to provide their own replacement equipment or request the Coast Guard assistance in identifying and installing replacement systems. Any replacement system identified and installed is provided at the client's expense. These discussions require direct technical discussions and have the potential to involve contracting and engineering organizational elements.

1.4.4 DETERMINE HAZMAT ISSUES:

Many Coast Guard legacy systems offered as ARTICLES AND SERVICES contain varying amounts of materials that are collectively referred to as Hazardous Material (HAZMAT). The Coast Guard advises prospective clients of the location of these materials, using logistics center inspection reports, and will offer advice and counsel on the eventual disposal of the materials.

1.4.5 IDENTIFY HISTORICAL/ENVIRONMENTAL ISSUES:

Many Coast Guard legacy systems offered as ARTICLES AND SERVICES have historical and environmental issues which must be addressed prior to transfer. Commandant (CG-922) will document these requirements as part of the JVI preparations. In the case of historical issues, the Coast Guard Historian may request certain historical items be removed from a vessel prior to ARTICLES AND SERVICES transfer. In some cases, these articles are necessary to safely operate the vessel. Commandant (CG-922) will insure replacement in kind is completed at the Coast Guard's expense when safe-to-sail items are removed for historical purposes prior to transfer. These items shall be identified to the client during the Joint Vessel Inspection.

2.0 ALLOCATION:

Allocation of Coast Guard ARTICLES AND SERVICES to a foreign government is ultimately determined by the Interagency EDA Coordination Committee and the Department of State Political-Military Regional Security Assistance Directorate (RSAT). The Coast Guard will make a recommendation, provide justification, and actively consult on the allocation of Coast Guard assets.

2.1 ESTABLISH USCG COUNTRY PRIORITY LIST:

For Coast Guard excess property made available as ARTICLES AND SERVICES, when requests for a particular class of excess asset exceeds availability, Commandant (CG-922) will provide a list of LORs to CG-DCO-I for a determination of the Coast Guard's recommended allocation.

2.1.1 CG-DCO-I WILL PROVIDE COAST GUARD ALLOCATION RECOMMENDATION:

2.1.2 SUBMIT ALLOCATION RECOMMENDATION TO NAVIPO:

Coast Guard recommendations to the EDA Coordinating Committee are submitted through Navy International Programs Office (NAVIPO). CG-DCO-I will deliver the USCG prioritized list to NAVIPO.

2.1.3 COORDINATE ON NAVIPO SUBMISSION TO DSCA:

CG-DCO-I will coordinate and monitor NAVIPO's submissions to DSCA per DOD 5105-38M.

2.2 EDA COORDINATION COMMITTEE MEETING:

A representative from Commandant (CG-922) and CG-DCO-I will attend EDA Coordinating Committee meeting when Coast Guard ARTICLES AND SERVICES allocations are considered. If appropriate, additional USCG technical or program experts may be requested to attend.

2.3 DETERMINE TRANSFER CITATION:

ARTICLES AND SERVICES may be transferred under one of several statutes. The EDA Coordinating Committee will make recommendations as to the appropriate transfer citation for each proposed transfer.

2.4 COUNTRY NOTIFICATION:

Once the EDA Coordinating Committee allocation is completed, coordinated through DOD and approved by DOS, DSCA will issue a cable authorizing offer of the asset to the foreign government. As asset manager for the asset, the Coast Guard will determine the appropriate notification mechanism and will advise the country of the asset's availability.

2.5 PROCESS COUNTRY RESPONSE:

Commandant (CG-922) will receive and process the country's response to the offer. This response should be provided in written form (Letter of Request).

3.0 TRANSFER DOCUMENTS:

The transfer of an ARTICLES AND SERVICES asset via FMS requires completion of DD1149 to comply with Coast Guard and federal property management procedures. A transfer certificate, required by DOD 5105.38M, will also be prepared. Commandant (CG-922) will use the DSCA notification cable as authority to create the transfer certificate. Commandant (CG-922) will coordinate with Commandant (CG-84) to complete the DD1149.

3.1 IDENTIFY POINTS OF CONTACT AT HEADQUARTERS AND FIELD ORGANIZATION AND VESSEL:

If not completed earlier, primary key organizational Points of Contact (POCs) for the ARTICLES AND SERVICES transfer will be identified. Information on specific transfers will be promulgated through these POCs. A Project Manager will be designated from the Commandant (CG-922) FMS Staff.

3.2 COMPLETE MATERIAL ASSESSMENT:

If not completed earlier, Commandant (CG-922) will request background data and complete the pre-transfer material assessment. Commandant (CG-45) technical assistance may be required to complete the technical assessment. The results will be documented and made available to support the Joint Vessel Inspection.

3.3 OBTAIN COPY OF THE VESSEL AEL, APL, ERPAL, AND SCAMPS:

These documents will create a "snapshot" of the vessels' contents to be included in the proposed transfer.

3.4 SCHEDULE AND CONDUCT THE JOINT VISIT INSPECTION:

Commandant (CG-922) will contact the prospective recipient nation to schedule and execute a Joint Visit Inspection (JVI). All ARTICLES AND SERVICES are offered "as is-where is". The JVI is required to ensure the prospective recipient nation has a complete understanding of the ARTICLES AND SERVICES vessel's material condition and its contents. The delegation should be comprised of foreign representatives and shall be escorted by a Coast Guard representative Commandant (CG-922) who shall:

3.4.1 IDENTIFY ASSET LOCATION.

3.4.2 IDENTIFY AND CONTACT POC AT THE APROPRIATE FIELD ORGANIZATION.

3.4.3 COMPLETE LOGISITCS AND VISIT REQUIREMENTS.

3.4.4 EXECUTE THE JVI.

3.5 COMPLETE THE JVI REPORT:

Commandant (CG-922) will complete a written report of the JVI including, as attachments, copies of any documents provided to the foreign delegation. This report will become the baseline for the vessel transfer. Following completion of the JVI, the vessel configuration is frozen. Only those items identified for removal to the potential recipient during the JVI shall be removed prior to transfer. Any exceptions require DCO approval.

3.5.1 IDENTIFY "SAFE TO SAIL" REPAIRS:

Any "safe-to-sail" casualties that may not be repaired prior to transfer shall be noted in the JVI report.

3.5.1.1 GENERATE WORK LISTS:

Commandant (CG-922) Project Manager will coordinate with all appropriate organizations and agencies to develop a comprehensive work list of items requiring repair prior to transfer.

3.5.1.2 PREPARE SPECIFICATIONS AND STATEMENT OF WORK (SOW'S):

Commandant (CG-922) Project Manager will prepare necessary specs and Statements of Work to describe the work required prior to transfer. Any existing supporting materials and reports may be requested through Coast Guard naval engineering offices.

3.5.2 IDENTIFY COUNTRY REQUESTED REPAIRS:

Commandant (CG-922) should note all foreign government representative's expression of interest in any repairs or modifications.

3.5.3 PREPARE STATEMENT OF WORK (SOW)/SPECIFICATION FOR SAFE TO SAIL AND COUNTRY REQUESTED REPAIRS:

3.5.3.1 IDENTIFY SOURCE FOR REPAIRS:

The USCG will make inquiry of the appropriate engineering and logistics organizations to determine alternative sources of these repairs.

3.5.3.1.1 REQUEST COST / SCHEDULE ESTIMATES:

Commandant (CG-922) will review existing USCG samples of Statement of Work for cost and schedule estimates for inclusion in the transfer support FMS case, if required.

3.5.3.1.2 RESERVED:

3.5.3.1.3 BEGIN PREPARATION OF FINANCIAL DOCUMENTS:

Commandant (CG-922) will prepare the Letter of Offer &

Acceptance (LOA). This document will be the primary content and cost record for the transfer.

**3.5.3.1.4 SUBMIT REQUEST FOR SFLC INDUSTRIAL OPERATIONS DIVISION (IOD) AND CG-YARD SUPPORT:**

The SFLC-IOD and/or CG-YARD will be extended the right of first refusal consistent with their capabilities for all work required to transfer USCG vessels.

**3.5.3.1.5 CG-YARD PROVIDES FORMAL RESPONSE TO REQUEST OR DECLINATION OF REQUEST:**

If CG-YARD accepts the proposed work, then SFLC-IOD and/or CG-YARD, as applicable, will prepare and submit cost estimates.

**3.5.3.1.6 IF SFLC-IOD AND CG-YARD DECLINE, COMMANDANT (CG-922) WILL CREATE APPROPRIATE CONTRACT VEHICLES TO OBTAIN REQUIRED ARTICLES AND SERVICES SUPPORTING THE TRANSFER.**

**3.5.4 MONITOR POST-JVI CONDITION:**

Commandant (CG-922) will coordinate with the vessel, supporting engineering agencies and naval engineering to monitor the condition of the vessel. Any major post-JVI casualty may significantly impact the transfer and must be immediately brought to the attention of Commandant (CG-922). Following consultation with all appropriate agencies, Commandant (CG-922) will develop and promulgate the appropriate course of action. This may include CG repair, commercial repair by the client, etc.

**3.6 DETERMINE CONTRACTING ISSUES AND REQUIREMENTS:**

While the intent of the USCG ARTICLES AND SERVICES program is to encourage all ship transfer clients to complete any contracting arrangements outside the scope of the FMS transfer, on occasion, the transfer may require commercial contract support. It is imperative that these actions be completed as early as possible in the transfer process to allow full compliance with all federal contracting requirements within the transfer schedule time line.

**3.6.1 DEVELOP STATEMENT'S OF WORK AND COST ESTIMATES:**

**3.6.1.1 IDENTIFY TRANSFER SUPPORT REQUIREMENTS, INCLUDING FUEL AND WATER STOPS, CONSUMABLES, STORAGE AND REPAIR ELEMENTS.**

**3.6.2 IDENTIFY TRAINING REQUIREMENTS:**

All FMS systems transfers are required to comply with the TOTAL PACKAGE APPROACH, including the system, support and training in operations and maintenance of the transferred system. Beginning with the pre-transfer JVI discussions, the CG will begin to assess training

requirements. Direct coordination with the appropriate CG-DCO-I Regional Training Manager throughout the foreign crew-training phase is essential.

**3.6.2.1 IDENTIFY AND SOLICIT TRAINING TEAM MEMEBERS FROM USCG ORGANIZATION (ACTIVE AND RESERVE).**

**3.6.3 SCHEDULE SITE SURVEY:**

Commandant (CG-922) will coordinate with the SAO serving in the prospective recipient nation to schedule a detailed survey of the prospective recipient's primary operating location. The standard survey team will consist of the Commandant (CG-922) Port Engineer, augmented by the FMS manager. If necessary, additional operational expertise may be sought through USCG manpower channels on a case by case basis. The results of the survey will be published and disseminated to the SAO.

**3.6.3.1 RESEARCH PREVIOUS ASSESSMENT/SURVEY REPORTS.**

**3.7 PROCESS INFORMAL COUNTRY RESPONSE:**

Following the JVI and site survey the prospective recipient nation should be prepared to offer an informal response to the offer. It is imperative that negative replies be expeditiously processed to allow the asset to be offered to another recipient.

**3.8 PROPOSED TRANSFER TIMELINE DEVELOPMENT:**

A transfer timeline will be created and maintained by Commandant (CG-922). This timeline will be updated and adjusted as required. The timeline will be provided to the host country SAO, POC and Navy IPO ship-transfer office.

**3.9 RECEIVE FORMAL COUNTRY RESPONSE/LOR:**

The nominated recipient country must formally accept the allocated asset in writing.

**3.10 COORDINATE ASSET PRICING DATA FOR CONGRESSIONAL NOTIFICATION:**

Congressional notification of the proposed ARTICLES AND SERVICES transfer is a legal requirement. The asset's original acquisition cost data and current condition code must be included in this mandatory letter which is submitted by DSCA and forwarded via Department of State to Congress. Commandant (CG-922) will obtain the necessary information and prepare the letter for DSCA.

**3.10.1 MONITOR NOTIFICATION THROUGH DSCA AND NAVIPO.**

**3.10.2 PROMULGATE DSCA NOTIFICATION RELEASE MESSAGE:**

The Record Control Number (RCN) contained in this cable provides the actual authority to transfer an asset to a foreign nation. This RCN will be annotated on all asset transfer documents.

**3.11 PREPARE ARTICLES AND SERVICES TRANSFER / FMS CASE DOCUMENTS:**

The transfer of articles and services via FMS requires a supporting FMS case to provide reimbursement for expenditures incurred in executing the transfer. The Coast Guard is required to comply with all case preparation guidelines contained in DOD 5105.38M and DOD 7000R, as well as all Coast Guard financial requirements. This process is specified in chapter 7 DOD 5105.38M. Responsibility for this action lies with CG-922.

- 3.11.1 SUBMIT LOA DATA REQUESTS.
- 3.11.2 REVIEW / VALIDATE LOA DATA.
- 3.11.3 RESERVED
- 3.11.4 SUBMIT LOA TO NAVIPO.
- 3.11.5 COMPLETE LOA CONCURRENT CLEARANCE ACTIONS:  
After clearance is complete, the draft document with changes will be sent to NAVIPO for signature as Implementing Agency and DSCA for countersignature as required by DOD 5105.38M. CG-922 will monitor this process through completion.
- 3.11.6 MONITOR MILDEP SIGNATURE ACTION:  
NAVIPO will notify Commandant (CG-922) when the case is ready to be sent to the client for signature and financial implementation. Commandant (CG-922) may be asked to present a formal LOA briefing to the host country. If required, additional subject matter experts may be consulted on the content of the briefing or asked to attend. Funding for associated travel would come through Commandant (CG-922).
- 3.11.7 MONITOR DSCA COUNTERSIGNATURE ACTION.
- 3.11.8 MONITOR NAVY IPO TRANSMISSION OF DOCUMENT TO RECIPIENT/SAO.
- 3.11.9 MONITOR SIGNED DOCUMENT TRANSMISSION TO DEFENSE FINANCE & ACCOUNTING SERVICE (DFAS):  
Receipt of the signed case with transfer of the initial deposit constitutes formal acceptance of the case. Financial resources will pass through the Federal reserve to the Department of the Navy Comptroller to Commandant (CG-922).
- 3.11.10 REVIEW INTERIM CONTRACTING ISSUES AND REQUIREMENTS.
- 3.12 FMS CASE IMPLEMENTATION.
  - 3.12.1 RECEIVE MIPR/WO FROM NAVY INVENTORY CONTROL POINT (NAVY ICP).
  - 3.12.2 ESTABLISH FINANCIAL PROJECT AND INITIATE FINANCIAL TRANSFERS:  
As the USCG Executive Agent for FMS, all FMS financial resources will be managed by Commandant (CG-922). The Commandant

(CG-922) FMS financial manager will establish the required FPD accounts and initiate financial transfers to support the program. All acceptance transactions of funds being transferred into the USCG must be approved by Commandant (CG-8)/(CG-831) prior to execution.

3.12.2.1 ISSUE TONO

3.12.2.2 FINALIZE SOW'S, PR'S, & PD'S FOR CONTRACT REQUIREMENTS

3.12.3 DETERMINE AND IMPLEMENT COMMERCIAL CONTRACTING REQUIREMENTS (IF REQUIRED):

Once the case is signed and implemented, the USCG will hold the financial resources necessary to execute commercial contracting efforts. If required, Commandant (CG-922) will transfer these assets to the appropriate contracting agency.

3.12.3.1 COMPLETE ACTIONS TO TRANSFER ASSET WITH FULL LIQUID LOAD

USCG vessels transferred to foreign clients will transfer with full liquid loads (fuel, POL, water) provided by the CG.

4.13 REVIEW REQUESTS FOR POST-TRANSFER SHIP-RIDERS ON A CASE BY CASE BASIS:

Experience has demonstrated that many recipients will request the Coast Guard provide ship-riders for a portion of the return voyage. Ship-rider expertise is valued by the recipient to ensure any training gaps are filled prior to "going solo". Requests for ship-riders will be forwarded to Area for evaluation. Requests will be considered on a case-by-case basis.

#### 4.0 ASSET TRANSFER.

4.1 COORDINATE TRANSFER SCHEDULE WITH CLIENT AND USCG ORGANIZATIONS:

Commandant (CG-922) will actively manage the transfer schedule with the appropriate Coast Guard USCG and foreign POC's.

4.2 COMPLETE SITE SURVEY (IF NOT DONE EARLIER).

4.2.1 PUBLISH SITE SURVEY REPORT.

4.3 RECEIVE / PROCESS VISIT REQUESTS FOR CLIENT CREW:

The recipient country SAO will issue all Invitational Travel Orders (ITOs) to support training of foreign nationals associated with the transfer. The ITOs will be used to process the necessary visit requests and track training

4.4 PROVIDE SUPPORT FOR TRAINING CREW (TONO, RESERVATIONS, MESSING, BILLETING, ETC):

Commandant (CG-922) will provide/assign a Transfer/Training Manager for all ship transfer programs. This manager will work with the SAO to create the required support for the foreign crew. He will seek assistance from the Coast Guard unit hosting the transfer/training evolution.

- 4.5 CREATE SHIP TRANSFER DOCUMENT PACKAGE, 2 COPIES (TRANSFER/TITLE, DD-1149):  
Commandant (CG-922) will prepare and assemble these documents:
- 4.5.1 OBTAIN DD-1149 AND SHIP INVENTORY FROM COMMANDANT (CG-84).
- 4.5.2 PREPARE SHIP TRANSFER CERTIFICATE.
- 4.6 COORDINATE TRANSFER SIGNATURE CEREMONY:  
Best case scenario will have the transfer of ownership formally integrated into a vessel's decommissioning ceremony. As such, the training/transfer manager will actively coordinate with USCG officials planning the decommissioning ceremony.
- 4.6.1 IDENTIFY CG SIGNATORY.
- 4.6.2 OBTAIN RECIPIENT NAME AND DESIGNATION:  
The recipient SAO should identify the foreign government's signing official as well as the new name and hull number/designation for the vessel
- 4.6.3 NOTIFY PUBLIC AFFAIRS ORGANIZATION:  
Host unit and HQ public affairs organizations will be provided appropriate information.
- 4.7 DISTRIBUTE COMPLETED TRANSFER DOCUMENTS:  
Once signed, copies of the transfer documents will be provided as follows; single copies to Commandant (CG-922), Commandant (CG-84), unit, foreign country representative.
- 4.8 MONITOR TRANSFER TRAINING:  
The Commandant (CG-922) Project Manager will monitor all phases of training to ensure the gaining crew is capable of safely operating and maintaining the vessel.
- 4.9 ADVISE CLIENT ON PROPOSED / CLIENT DEVELOPED SAIL PLAN:  
The recipient country is responsible for coordinating the departure sail plan. If they wish to stop at other USCG operating locations, Commandant (CG-922) will notify the appropriate AREA and DISTRICT commanders and will ensure adequate financial resources are available to the USCG unit to support the visit. These stops should be for no more than food, fuel or consumables. If a major engineering casualty occurs after transfer, during the return voyage, financial responsibility for repair lies with the new owner. USCG organizations should not offer material assistance without specific authorization from Commandant (CG-922). Commandant (CG-922) will determine existing case resources and recipient requests.
- 5.0 FOLLOW ON SUPPORT (FOS) PLANNING:  
Coast Guard systems offered as ARTICLES AND SERVICES (i.e.; high percentage of commercial supportability) have limited FOS programs. However, FOS is a key element of the Total Package Approach mandated in the Foreign Assistance Act of

1961 (as amended). It is imperative that prospective recipient nations understand the limitations of Coast Guard FOS from the outset of discussions. The following information details the FOS process should the USCG agree to provide some level of support through organic or commercial avenues.

**5.1 IDENTIFY FOS REQUIREMENTS:**

Upon identification of a platform/class for decommissioning, Commandant (CG-922) will, in concert with the JVI, articulate Coast Guard Follow-On-Support (FOS) limitations to the foreign client. For example, FOS will not include requests for engineering or logistics documents that exceed the level of existing documents determined in the assessment. However, a significant source of Follow-On-Support is the availability of Coast Guard-managed "Last-In-Class"(LIC) specific spare parts. In this regard, Commandant (CG-922) will ensure that the foreign client understands Coast Guard FOS may be limited to these specific items. When an entire platform class has been identified for decommissioning, Commandant (CG-45) will begin the process of identifying possible excess Coast Guard managed spare parts unique to that particular platform class for FOS availability. This list will include quantity available, condition code, and cost (including packaging, crating, and handling) for each item. On a six-month basis, Commandant (CG-45) will provide Commandant (CG-922) an updated list of potential FOS spare parts for advertisement to foreign clients during the JVI and subsequent discussions. This periodic spare parts update will continue until the LIC platform has been identified. The LIC spare parts list will be maintained and updated by Commandant (CG-45) for a period of six months after the last platform is decommissioned after which any remaining spares will be processed as excess to the Coast Guard's needs. As a result, platform unique spare part FOS will cease six-months after the LIC is decommissioned. Given the unique nature of Coast Guard FOS programs, the client may request assistance in identifying commercial sources of supply for spare parts.

**5.2 IDENTIFY FOS CAPABILITY/CAPACITY:**

Pre-LIC spare parts availability will be dependent upon existing stock levels, the number of class assets remaining in Coast Guard operation, usage rates and the need for Coast Guard required insurance spares. Commandant (CG-45) will make this determination on a case-by-case basis for any FMS specific request.

**5.3 COUNTRY LETTER OF REQUEST FOR FOS.**

**5.4 USCG SENDS LOA DATA REQUESTS TO FIELD ORGANIZATIONS OR IDENTIFIES SOURCES OF COMMERCIAL SUPPLY:**

The Coast Guard determines its ability to provide FOS to the prospective client OR, OFFERS ADVICE ON COMMERCIAL SOURCES OF SUPPLY. The client may request a FOS FMS case with the knowledge that all materials will be procured from commercial sources.

**5.5 USCG RECEIVES LOA DATA FROM FIELD ORGANIZATIONS.**

**5.6 PREPARE LOA.**

5.7 PROCESS LOA.

5.8 IMPLEMENT LOA.

6.0 CASE CLOSURE.

6.1 RECEIVE FINAL BILLS FROM FIELD ORGANIZATIONS:

The Commandant (CG-922) FMS Financial Analyst is the financial POC for all funds transfers associated with FMS transfers. A similar methodology will be used for management of other transfer resources, such as Section 506 Drawdowns.

6.1.1 COMPLETE LINE BY LINE RECONCILIATION:

FPD will be the primary accounting tool used to manage FMS accounts. A backup system using Excel will be created for Macro-management and gross accounting. The FMS Financial Analyst is responsible for converting USCG FPD accounting data into a form compatible with the mandated financial systems used by the DOD Security Assistance community.

6.1.2 FORWARD LINE CLOSURE "MATERIAL SERVICES COMPLETE" LETTER TO NAVY IPO:

Within 30 days of receipt of all bills, Commandant (CG-922) will issue a Material and Supplies Services Complete letter to NAVIPO and Navy ICP to permit reconciliation by the Implementing Agency, IAW DOD 5105.38M and DOD 7000-R.

6.2 FINANCIALLY SEQUESTER CASE:

Inherent delays in process may cause some bills to take up to 12 calendar months to clear the USCG accounting system. For this reason, an FMS case will be financially sequestered for up to a year prior to final reconciliation and closure.

6.3 CLOSE CASE AND ARCHIVE DOCUMENTS:

Case closure procedures are specified in DOD 5105.38M and will be followed by Commandant (CG-922) to maintain the primary case files. Other participating agencies will comply with their own administrative procedures.

## List of Abbreviations &amp; Acronyms

**A**

ACOCS-FMS	Army Customer Order Control System for FMS
ACOM ADP	Atlantic Command (formerly LANTCOM) Automatic Data Processing
AFMC AFR	Air Force Materiel Command Air Force Regulation
AIASA AID	Annual Integrated Assessment of Security Assistance Agency for International Development
AOR AR ASD	Area of Responsibility Army Regulation Assistant Secretary of Defense (in context)
ASD (P&L)	Assistant Secretary of Defense (Production and Logistics)
ASD (ISA)	Assistant Secretary of Defense (International Security Affairs)

**B**

BO	Back Order (Supply), Blanket Order (FMS Case)
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**C**

CAS	Contract Administrative Services, or Cost Accounting Standard (in context)
CBL	Commercial Bill of Lading
CCBL	Collect Commercial Bill of Lading
CENTCOM	US Central Command (MacDill AFB, FL)
CETS	Contractor Engineering Technical Services
CFS	Contract Field Services
CFR	Code of Federal Regulations
CIA	Central Intelligence Agency
CLSSA	Cooperative Logistics Supply Support Arrangements
CMS	Contractor Maintenance Services
CNO	Chief of Naval Operations
COLREGS	International Regulation for the Prevention of Collision at Sea
COMSEC	Communications Security Equipment
CONUS	Continental United States
CSP	Concurrent (initial) Spare Parts

**D**

DAAS	Defense Automatic Addressing System
DAO	Defense Attaché Office
DATT	Defense Attaché
DCM	Deputy Chief of Mission (US Embassy)
DCS	Deputy Chief of Staff
DEA	Data Exchange Agreement
DFAS	Defense Finance and Accounting Service
DISAM	Defense Institute of Security Assistance Management
DLA	Defense Logistics Agency
DLIELC	Defense Language Institute English Language Center
DLSC	Defense Logistics Services Center
DMA	Defense Mapping Agency
DOD	Department of Defense
DODD	DOD Directive
DODI	DOD Instruction
DOS	Department of State
DRMO	Defense Reutilization Marketing Office
DTS	Defense Transportation System
DTSA	Defense Technology Security Administration

**E**

EA	Expenditure Authority
ECL	English Comprehension Level
ECP	Engineering Change Proposal
EDA	Excess Defense Articles
EDD	Estimated Delivery Date
EUCOM	US European Command

**F**

FAA	Foreign Assistance Act of 1961, as amended or Federal Aviation Administration, (in context)
FAO	Foreign Area Officer (US Army) or Finance and Accounting Officer
FAR	Federal Acquisition Regulation
FLO	Foreign Liaison Office (located within CONUS)
FMS	Foreign Military Sales
FMT	Foreign Military Trainee
FOB	Free On Board
FOS	Follow On Support
FOIA	Freedom of Information Act
FSO	Foreign Service Officer (Department of State)
FST	Field Service Team
FTO	Foreign Training Officer (US)
FY	Fiscal Year

**G**

GA	Grant Aid
GAO	General Accounting Office
GATT	General Agreement of Tariffs and Trade
GBL	Government Bill of Lading
GFE	Government Furnished Equipment
GFM	Government Furnished Materiel
GSA	General Services Administration

**H**

[None at this time.]

**I**

ICP	Inventory Control Point
IL	International Logistics
ILS	Integrated Logistics Support or Instrument Landing System (in context)
IMET	International Military Education and Training
IMS	International Military Student
IPO	(Navy) International Programs Office
ISSL	Initial Spares Support List (see Concurrent Spare Parts)
ITO	Invitational Travel Order

**J**

JCS	Joint Chiefs of Staff
JLC	Joint Logistics Commanders
JSAT	Joint Security Assistance Training
JTR	Joint Travel Regulation

**K**

[None at this time.]

**L**

LANTCOM	U.S. Atlantic Command (see Atlantic Command)
LOA	Letter of Offer and Acceptance (synonymous with DD Form 1513)
LOI	Letter of Intent
LOR	Letter of Request
LTD	Language Training Detachment

**M**

MAAG	Military Assistance Advisory Group
MAC	Military Airlift Command (U.S. Air Force)
MAG	Military Assistance Group
MAP	Military Assistance Program
MTBF	Mean Time Between Failure
MDE	Major Defense Equipment
MILDEP	Military Department
MIL-SPEC	Military Specification
MILSTAMP	Military Standard Transportation and Movement Procedures
MIL-STD	Military Standard
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartmental Purchase Request
MIRR	Material Inspection and Receiving Report (DD Form 250)
MIS	Management Information System
MISIL	Management Information System International Logistics (U.S. Navy)
MOA	Memorandum of Agreement
MOD	Ministry of Defense (International equivalent of U.S. DOD)
MOU	Memorandum of Understanding
MSC	Military Sealift Command (U.S. Navy)
MTT	Mobile Training Team
MTTR	Mean Time to Repair or Return

**N**

NATO	North Atlantic Treaty Organization
NICP	
NIIN	National Item Identification Number
NSA	National Security Agency
NSC	Naval Supply Center, or National Security Council (in context)
NSN	National Stock Number (replaces FSN)

**O**

OA	Obligation Authority
OBT	Observer Training
OJT	On-the-Job Training
O&M	Operation and Maintenance
OMB	Office of Management and Budget
OT	Orientation Tour
OPR	Office of Primary Responsibility

**P**

PA	Program Authorization
PACOM	U.S. Pacific Command
PC&H/PCH&T	Packaging, Crating, & Handling, PC&H and Transportation
PCS	Permanent Change of Station
PD	Presidential Determination
PL	Public Law
PLT	Procurement Lead Time
P/N	Part Number
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Embarkation

**Q**

QA	Quality Assurance
QAT	Quality Assurance Team
QTY	Quantity

**R**

RAD	Required Availability Date
R&D	Research & Development
RCN	Record Control Number
RCS	Report Control Symbol
RDD	Required Delivery Date
ROD	Report of Discrepancy

**S**

SA	Security Assistance
SAAC	Security Assistance Accounting Center (part of DFAS-DE/I)
SAMM	Security Assistance Management Manual (DOD 5105.38-M)
SAO	Security Assistance Organization
SECDEF	Office Secretary of Defense
SECNAV	Secretary of the Navy
SET	Specialized English Training
SOCOM	U.S. Special Operations Command
SOLAS	Safety of Life at Sea
SOUTHCOM	U.S. Southern Command
SOW	Statement of Work
SFLC	Surface Forces Logistics Center

**T**

TAFT	Technical Assistance Field Team
TAT	Technical Assistance Team
TDP	Technical Data Package
TDY	Temporary Duty Travel
TLA	Temporary Living Allowance

**U**

UCOM	U.S. Unified Command
U/I	Unit of Issue
UN	United Nations
USA	U.S. Army
USAF	U.S. Air Force
USAMC	U.S. Army Materiel Command
USC	U.S. Code (as in law)
USCENTCOM	U.S. Central Command
USG	U.S. Government
USMC	U.S. Marine Corps
USML	U.S. Munitions List

**V**

[None at this time.]

**W**

[None at this time.]

**X**

[None at this time.]

**Y**

[None at this time.]

**Z**

[None at this time.]



## **FMS Glossary of Selected Terms**

### **A**

**Acceptance Date** - The date that appears on the acceptance portion of Letter of Acceptance (LOAs) and indicates the calendar date on which a foreign buyer agrees to accept the items and conditions contained in the FMS offer.

**Acceptance, Letter of Offer** - US document by which the USG offers to sell to a foreign government or international organization defense articles and defense services pursuant to the Arms Export Control Act, as amended. The Letter of Acceptance lists the items and/or a service, estimated costs, the terms and conditions of sale, and provides for the foreign government's signature to indicate acceptance. May be referred to as "DD Form 1513," which is now replaced but may remain in effect for many programs.

**Administrative Agency** - The Military Department responsible for the provision of logistical and administrative support to a DOD element in a foreign country or international organization.

**Administrative Cost** - The value of costs associated with the administration of FMS. Expenses charged directly to the Letter of Acceptance are not included. May be commonly referred to by the generic code "L6A" for administrative costs.

**Amendment, Letter of Acceptance** - A contracted scope change to an existing LOA.  
**Arms Transfer Management Group (ATMG)** - An interagency board, chaired by the Under Secretary of State for Security Assistance, Science and Technology, which serves to advise the Secretary of State on matters relating to security assistance program funding levels and arms transfer policies. [Formerly, Arms Export Control Board (AECB)]

### **B**

**Billing Statement** - The DD Form 645 Billing Statement represents the official claim for payment by the USG referred to in the Letter of Offer and Acceptance. It also furnishes an accounting to the FMS purchaser for all costs incurred on his behalf under each agreement.

**Blanket Order Letter of Acceptance** - An agreement between a foreign customer and the USG for a specific category of items or services (including training) with no definitive listing of items or quantities. The Letter of Acceptance specifies a dollar ceiling against which orders may be placed.

**Budget Year** - The fiscal year following the current fiscal year; the subject of new budget estimates.

## C

**Canceled Letter of Acceptance** - A Letter of Acceptance that was not accepted or funded within prescribed time limitations, or was canceled by the requesting country or the USG. In the latter case, the USG or purchaser electing to cancel all (or part) of the Letter of Acceptance prior to delivery of defense articles or performance of services shall be responsible for all (or associated) termination costs.

**Case** - A Letter of Acceptance that has been accepted by an authorized customer. A contractual sales agreement between the US and an eligible foreign country or international organization. One FMS LOA identifier is assigned for the purpose of identification, accounting, and data processing for each Offer.

**Closed Case** - An FMS case on which all materiel has been delivered and/or all services have been performed, all financial transactions, including all collections, have been completed, and the customer has received a final statement of account.

**Commercial Sale** - Sale made by US industry directly to a foreign buyer that is not administered by the DOD through FMS procedures.

**Commercial Type Items** - Any items, including those expended or consumed in use which, in addition to military use, are used and traded in normal civilian enterprise and which are, or can be, imported or exported through normal international trade channels.

**Commodity Group** - A grouping or range of items that possess similar characteristics, has similar applications, or is susceptible to similar supply management methods.

**Commonality** - A quality that applies to material or systems possessing like and interchangeable characteristics enabling each to be used or operated and maintained by personnel trained on the other without additional specialized training, or having interchangeable repair parts or components, and applying to consumable items interchangeably equivalent without adjustment.

**Compatibility** - The characteristics or ability of systems to coexist and function without mutual interference.

**Completed Case** - A delivered FMS case for which all collections have been completed, but for which an accounting statement has not been furnished to the Purchaser.

**Concurrent Spare Parts (CSP)** - Spare parts programmed as an initial stockage related to a major item and normally delivered concurrently with the delivery of the major item.

**Contract Field Services (CFS)** - Services performed by commercial or industrial companies. These services provide instruction and training on the installation, operation, and maintenance of DOD weapons, equipment, and systems.

Cooperative Logistics Supply Support Arrangements (CLSSA) - Peacetime military logistics support arrangements designed to provide responsive and continuous supply support at the depot level for US-made military materiel possessed by foreign countries and international organizations. The CLSSA is normally the most effective means for providing common repair parts and secondary item support for equipment of US origin that is in allied and friendly country inventories. [SAMM, Ch. 7]

Cooperative Logistics Support Arrangement - The combining term for procedural arrangements (cooperative logistics arrangements) and implementing procedures (supplementary procedures) which together support, define, or implement cooperative logistics understandings between the US and a friendly foreign government under peacetime conditions. [JCS Pub 1]

Country Liaison Officer (CLO) - An officer or non-commissioned officer (NCO) of a foreign military establishment selected by his or her government and attached to a military department (MILDEP) or DOD agency for the primary purpose of helping administer trainees from his or her country. For administrative purposes, the CLO is considered to be in a trainee status.

Current Fiscal Year - The fiscal year (1 October - 30 September) in progress.

## **D**

Defense Article - Weapons, weapon systems, munitions, aircrafts, vessels, boats, or other implements of war; any property, installation, commodities, materials, equipments, supplies, or goods used for the purpose of furnishing military assistance or making military sales; any machinery, facility, tool, material, supply, or other item necessary for the manufacture, production, processing, repair, servicing, storage, construction, transportation, operation, or use of any other defense article or any component or part of any article listed above, but shall not include merchant vessels, major combatant vessels (10 USC 7307), or as defined by the Atomic Energy Act of 1954, as amended (42 USC 2011), source material, by-product material, special nuclear material, production facilities, utilization facilities, or atomic weapons or articles involving Restricted Data. [Section 644(d), FAA and Section 47(3), AECA]

Defense Attaché Office - A DOD organization assigned to a US diplomatic mission overseas for the purposes of overt gathering of military information, representing DOD in the conduct of military liaison activities, and performing as a member of the US country team. Some DAOs have been designated by the President as responsible for security assistance functions in the host country.

Defined Order Letter of Acceptance - These Letters of Acceptance are characterized by separately identified line items, which may include individually listed items or dollar value lines for which requisitions (for hardware lines) are initiated by the implementing agency (IA) following Letter of Acceptance acceptance.

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Designated Country Representative - Person(s) duly authorized by a foreign government to act on behalf of that government to negotiate, commits, signs contractual agreements, or accepts delivery of materiel.

Designator, Letter of Acceptance - A unique three-letter designator assigned by the implementing agency to each Letter of Acceptance.

## **E**

Economic Support Fund (ESF) - Program by which economic assistance is provided on a loan or grant basis to selected foreign governments that are of strategic concern to the US. ESF is used to finance imports of commodities, capital, or technical assistance in accordance with terms of a bilateral agreement or for budgetary support. This enables recipients to devote more resources to defense and security purposes without serious economic or political consequences.

Eligible Recipient (Foreign Military Sale) - Any friendly foreign country or international organization determined by the President to be eligible to purchase defense articles and defense services, unless otherwise ineligible due to statutory restrictions. [Section 3, AECA]

Eligible Recipient (Military Assistance Program) - Any foreign country or international organization determined by the President to be eligible to receive military assistance, unless otherwise ineligible due to statutory restrictions. [Section 508, FAA]

End Item - A final combination of end products, component parts, or other materiel which is ready for its intended use; e.g., ship, tank, mobile machine shop, aircraft. [JCS Pub 1]

English Comprehension Level (ECL) Examination - A test of foreign military student proficiency in English listening and reading. A minimum entry level for each course is set by the MILDEPs on the basis of course difficulty and hazard factors.

Eurogroup - European nations working together within NATO to make a better coordinated contribution to the common defense effort and thus strengthen the Alliance.

Excess Defense Articles - Defense articles owned by the USG and not procured in anticipation of military assistance or sales requirements, or pursuant to a military assistance or sales order, which are in excess of the Approved Force Acquisition Objective (AFAO) and Approved Force Retention Stock of all DOD components at the time such articles are dropped from inventory by the supplying agency for delivery to countries or international organizations. [Sec. 644(g), FAA]

Expendables - Supplies which are consumed in use, such as ammunition, paint, fuel, cleaning and preserving materials, surgical dressing, drugs, medicines, etc., or which lose their identity, such as spare parts. Sometimes referred to as consumable supplies and material. [JCS Pub 1]

Extended Offer - A new FMS offer for which a reply from the buyer has not been received within the time limit specified on the letter of offer which is still in effect pending clarification of its status.

## **F**

Field Training Services (FTS) - Engineering and technical services or contract field services.

Foreign Liaison Officer (FLO) - An official representative, either military or civilian, of a foreign government or international organization stationed in the US normally for the purpose of managing or monitoring SA programs.

Foreign Military Sales (FMS) - That portion of US security assistance authorized by the AECA, as amended, and conducted on the basis of formal contracts or agreements between the USG and an authorized recipient government or international organization. FMS includes government-to-government sale of defense articles or defense services, from DOD stocks or through purchase under DOD-managed contracts, regardless of the source of financing.

Foreign Military Trainees (FMT) - Foreign military and associated civilian defense personnel receiving training under FMS or International Military Education and Training (IMET), also referred to as International Military Students (IMS).

Foreign Training Officer (FTO) - The US military officer or federal civilian employee named to coordinate and monitor the local foreign training program. The FTO provides required administrative support for foreign students at the training installation or activity level, and plans, coordinates and implements the DOD Informational Program (IP), also referred to as the IMS Officer (IMSO).

## **G**

Generic Code - Represents the type of materiel or services according to budget activity or project account classification.

Grant Aid - Assistance rendered under authority of the FAA for which the US receives no dollar reimbursement. Currently consists of MAP and IMET. Also see Military Assistance Program.

## **H**

Host Nation Support - Civil and military assistance provided by host nations to allied forces and organizations in peace, transition to war, and wartime.

Human Rights - The right to be free from governmental violations of the integrity of the person; the right to the fulfillment of such vital needs as food, shelter, health care, and education; and the right to enjoy civil and political liberties.

## **I**

Implementation Date - Date on which FMS case supply action is first authorized.

Implementing Agency - The DOD Component responsible for the execution of grant or FMS Programs.

International Military Education and Training Program (IMET) - Provides training to select foreign military and defense associated civilian personnel on a grant basis. IMET is authorized by the Foreign Assistance Act of 1961, as amended.

Invitational Travel Orders (ITOs) - A written authorization for foreign personnel to travel to, from, and between U.S. activities for training under a funded IMET or FMS program.

## **J**

Joint Security Assistance Memorandum - A Joint Strategic Planning System document providing US military views on alternate funding levels projected for US financed SA program elements. The JSAM is based on individual US Diplomatic Mission and SAO submissions of the AIASA and the JSPD/SA, as well as Unified Command comments on both.

Joint Strategic Planning Document - This document contains a comprehensive appraisal of the military threat to the US, a statement of recommended military strategy to attain the objectives, and a summary of the JCS planning force levels that could execute, with reasonable assurance, the military strategy. It will incorporate an initial appraisal of the risk associated with programmed force levels and recommendations for changes in the prior consolidated guidance.

## **K**

[None at this time]

## **L**

Letter of Offer and Acceptance (LOA) - See Acceptance, Letter of Offer.

Letter of Request (LOR) - A written message or letter request from eligible FMS participants for the purchase of defense articles or services.

License, Exclusive; Non-Exclusive - A license covering a patent, technical or proprietary data, technical assistance, know-how, or any combination of these, granted by a US firm to a foreign firm or government to produce, co-produce, or sell a defense article or service within a given sales territory without competition from any other licenses or from the licensor. A non-exclusive license is a license as described above, except that competition may be permitted with other licensees or the licensor.

Licensed Production - Production based on agreements by US commercial firms with international organizations, foreign governments, or foreign commercial firms. Sale, under FMS, of a TDP for production purposes also results in licensed production.

Living Allowance - Authorized allowance paid to a foreign student while in IMET training.

Logistics Support Charge (LSC) - A charge based on the AECA requirement for full cost recovery. The LSC is intended to recover the cost of support involved in providing the spares and other items required to maintain a weapon system. It is applied by DFAS-DE to delivery costs for those lines in FMS cases that have been identified as support lines based on the generic code.

## **M**

Major Defense Equipment - Any item of significant military equipment on the US Munitions List (USML) having a nonrecurring research and development cost of more than \$50 million or a total production cost of more than \$200 million.

Memorandum of Agreement (MOA) – See COMDTINST 5216.18.

Memorandum of Understanding (MOU) - See COMDTINST 5216.18.

Military Assistance Program (MAP) - That portion of the US SA authorized by the FAA of 1961, as amended, which provides defense articles and services to recipients on a nonreimbursable (grant) basis. [JCS Pub 1] Also see Grant Aid.

Military Standard Requisitioning and Issue Procedures (MILSTRIP) - A uniform DOD procedure to govern requisition and issue of materiel within standardized priorities. [JCS Pub 1]

Mission Analysis - A process to determine the operational capabilities of military forces that are required to carry out assigned missions, roles, and tasks in the face of the existing or postulated threat with an acceptable degree of risk. Having ascertained the military forces required, a comparative assessment is made between those available and those required in order to identify the qualitative and quantitative deficiencies that may be related to the element of risk involved.

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Mission Area - A mission area is a grouping of military activities by mission-related functions.

Mission Need - A statement based on a mission analysis identifying in broad outline a quantitative or qualitative operational deficiency that cannot be solved satisfactorily with existing or planned forces or equipment.

Mobile Training Team or MTT - Team of US DOD personnel on temporary duty in a foreign country for the purpose of training foreign personnel in the operation, maintenance, or support of defense equipment, as well as training for general military operations. MTTs may be funded from either FMS or IMET Programs. [AFM 50-29] Modification, Letter of Offer and Acceptance - An administrative or price change to an existing LOA, without revising the scope.

**N**

[None at this time]

**O**

Obligations - Dollar values of orders placed, contracts awarded, services received, and similar transactions during a given period requiring future payment of money. Such amounts include payments for which obligations previously have not been recorded, and adjustments for differences between obligations previously recorded and actual payments to liquidate those obligations.

Observer Training - Special training conducted to permit foreign students to observe US military techniques and procedures.

Offer Date - The date which appears on the offer portion of LOAs and which indicates the date on which an FMS offer is made to a foreign buyer.

On-the-Job Training (OJT) - Training devoted to the practical application of a previously achieved skill.

Operation and Maintenance (O&M) Costs - Costs associated with equipment, supplies, and services required to train, operate, and maintain forces in a recipient country, including cost of spare parts other than concurrent spares and initial stockages, ammunition and missiles used in training or replacements for such items expended in training or operations, rebuild and overhaul costs (excluding modernization) of equipment subsequent to initial issue, training and other services that do not constitute investment costs, and administrative costs associated with overall program management and administration.

Orientation Tours - Tours arranged for key foreign personnel for the purpose of orientation and indoctrination.

**P**

Paramilitary Forces - Forces or groups which are distinct from the regular armed forces of any country, but resembling them in organization, equipment, training, or mission.

Purchaser - Friendly Foreign Government or International Organization that enters into a contract to procure items or services.

**Q**

[None at this time]

**R**

Reappropriation - Process whereby Grant Aid funds, which at the end of the fiscal year are not reserved or obligated, are made available by the Congress for use in the subsequent fiscal year.

Reimbursements - Funds realized from the sale of MAP-owned property, such funds being deposited to MAP accounts and available for programming.

Repair and Replace - Procedure whereby CLSSA customers return repairable carcasses to the US and receive a serviceable replacement without awaiting the normal repair cycle timeframe. Replacement involves an exchange of a customer-owned unserviceable item with a serviceable customer-owned item held by the US. Countries are initially charged the estimated repair cost, with adjustment to the actual repair cost upon completion of repair of the unserviceable item.

Repair and Return - Procedure by which eligible foreign countries return unserviceable repairable items for entry into the US MILDEP repair cycle. Upon completion of repairs, the same item is returned to the country and the actual cost of the repair is billed to the country.

**S**

Security Assistance Organization/Office (SAO) - The generic term SAO encompasses all DOD elements, regardless of actual title, located in a foreign country with assigned responsibilities for carrying out security assistance management functions.

Security Assistance - Group of programs authorized by the Foreign Assistance Act of 1961, as amended, and the AECA as amended, or other related statutes by which the US provides defense articles, military training, and other defense related services, by grant, credit, or cash sales, in furtherance of national policies and objectives. [JCS Pub 1]

**T**

Technical Assistance Field Team (TAFT) - Team of DOD personnel deployed under FMS on PCS status, normally for one year or longer, to a foreign country to train local defense cadre personnel to operate, maintain, and employ defense equipment, and in other non-equipment specific military skills.

Technical Assistance Team (TAT) - Team of DOD personnel deployed to a foreign country on TDY status to place into operation, maintain, and repair equipment provided under FMS or MAP programs.

Total Package Approach - A means of ensuring that FMS customers are given the chance to plan for and obtain needed support items, training, and services required to introduce and sustain the operation of major items of equipment.

Training (FMS) - Formal or informal instruction of foreign students in the US or overseas by officers or employees of the US, contract technicians, contractors (including instruction at civilian institutions), or by correspondence courses, technical, educational or information publications and media of all kinds, training aid, orientation, training exercise, and military advice to foreign military units and forces. [Sec. 47(5), AECA] Also see IMET.

Travel and Living Allowance (TLA) - Those costs associated with transportation, excess baggage, and living allowance (per diem) of students which are authorized for payment under IMET.

Trust Fund (FMS) - A fund credited with receipts that are earmarked by law and held in trust, or a fiduciary capacity by the USG for use in carrying out specific purposes and programs in accordance with an agreement.

**U**

[None at this time]

**V**

[None at this time]

**W**

[None at this time]

**X**

[None at this time]

**Y**

[None at this time]

**Z**

[None at this time]