



OFFICE OF THE SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

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MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (ACQUISITION,  
LOGISTICS AND TECHNOLOGY)  
ASSISTANT SECRETARY OF THE NAVY (RESEARCH,  
DEVELOPMENT AND ACQUISITION)  
ASSISTANT SECRETARY OF THE AIR FORCE (ACQUISITION)  
DIRECTOR OF THE JOINT STAFF

SUBJECT: Designation of Synchronized Predeployment and Operational Tracker (SPOT) as  
Central Repository for Information on Contractors Deploying with the Force (CDF)

DoD Instruction 3020.41 "*Contractor Personnel Authorized to Accompany the U.S. Armed Forces*," (DoDI 3020.41) requires the Under Secretary of Defense for Personnel and Readiness (USD(P&R)), in coordination with the Under Secretary of Defense for Acquisition, Technology and Logistics (USD(AT&L)), to designate or develop a joint web-based database and procedures for its use, as the central repository for information on all CDF personnel.

On November 30, 2006, the Defense Business Systems Management Committee, chaired by the Deputy Secretary of Defense, approved SPOT as an enterprise program to enable broader visibility of contractors and contracts in theater. Accordingly, SPOT is hereby designated as the database to serve as the central repository for information on all CDF personnel and contract capability information as required by DoDI 3020.41. Data elements in this database will be in accordance with DoDI 3020.41 and be approved by the USD(P&R). The official archive of these data will be maintained at the Defense Manpower Data Center (DMDC). A data feed to this official archive must be established in accordance with the interfaces proved by DMDC. Procedures for using SPOT are at <http://www.dod.mil/bta/products/spot.html>.

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(Logistics and Materiel Readiness)

Jeanne B. Fites  
Deputy Under Secretary of Defense  
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cc:

Assistant Secretary of the Army (Manpower and Reserve Affairs)  
Assistant Secretary of the Navy (Manpower and Reserve Affairs)  
Assistant Secretary of the Air Force (Manpower and Reserve Affairs)  
Commanding General, Army Materiel Command  
Director, Defense Contract Audit Agency  
Director, Defense Contract Management Agency  
Director, Defense Logistics Agency