



DEFENSE FINANCE AND ACCOUNTING SERVICE

P.O. BOX 182317
COLUMBUS, OHIO 43218-2317

DFAS-C/CO

APR 07 2005

MEMORANDUM FOR DEFENSE FINANCE AND ACCOUNTING SERVICE
CLIENT EXECUTIVES
DIRECTOR, DEFENSE CONTRACT MANAGEMENT
AGENCY

SUBJECT: Regulatory Change Regarding Requirement for Electronic Submission of Payment Requests – Defense Federal Acquisition Regulation Supplement (DFARS) Clause 252.232 – 7003

The January 2004 update to DFARS requires contractors to electronically submit requests for payment. Effective July 1, 2005, the Defense Finance and Accounting Service - Contract Pay Services, will enforce the requirement to use a form of Electronic Commerce submission, when the DFARS clause governs the contract. It should be noted that this initial requirement would only apply to those contracts paid by the Mechanization of Contract Administration Services (MOCAS) system.

A mass notification of our plan will be distributed to all MOCAS contractors via email on April 12, 2005. Notification will also be provided in the April edition of the Commercial Pay Corner Newsletter, defenselink.mil/dfas/commpay/Contractor_Corner, as well as within myInvoice (formerly the Vendor Pay Inquiry System - VPIS). During the 90-day implementation phase, each MOCAS contractor will receive a one-time courtesy notification outlining our intent. A secondary notification will be provided to all contractors still submitting hard copy invoices during the month of May.

Information regarding electronic submission of payment requests can be obtained by accessing the DFARS Clause 252.232-7003. Additional questions and concerns may be addressed to our Customer Service Center at 1-800-756-4571, Option 1.

A handwritten signature in black ink, appearing to read "Jerry S. Hinton".

Jerry S. Hinton
Director, Commercial Pay Services

cc:
Aerospace Industry Association
Defense Industry Leaders
National Association of Credit Managers
Federal Government Receivables & Research Bureau