



DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

NOV 20 2007

In reply refer to:
I-07/014746-DBO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Manpower and Travel Data Sheet (MTDS) Reporting Requirements (DSCA 07-43, SAMM E-Change 95)

This memorandum is in response to questions regarding the dollar amount that should be reported on part A and B of the MTDS for Letters of Offer and Acceptance that are being modified or amended. Currently, some organizations report the delta between the previous amount and revised amount, while other organizations report the total revised value.

In order to ensure consistency across all organizations, the following sentence is added to the Security Assistance Management Manual (SAMM), paragraph C9.4.2.1., "The MTDS for Amendments and Modifications must reflect the total personnel, travel and support costs for lines that include manpower, not just the differences between the previous and revised amount. For Amendments, this applies to all lines being revised, whether an increase or decrease in scope. For Modifications, this applies only to lines being revised due to price increases."

The DSCA point of contact for this policy is Rita Chico, DSCA/DBO-FPA, (703) 602-3632; e-mail: rita.chico@dscamil.

A handwritten signature in cursive script that reads "Ann Cataldo".

Ann Cataldo
Principal Director
Business Operations

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