



**OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
HEALTH AFFAIRS**

Skyline 5, Suite 810, 5111 Leesburg Pike
Falls Church, Virginia 22041-3206

TRICARE ACQUISITION DIRECTIVE

**TAD 01-01, Rev. 000
January 28, 2011**

SUBJECT: FUNCTIONAL INDEPENDENCE OF CONTRACTING OFFICERS

- References: (a) TRICARE Acquisition Policy Letter 01-O-011, "Functional Independence of Contracting Officers/Rating Chain," June 1, 2010 (hereby cancelled)
- (b) DoD Instruction 5000.66: ["Operation of the Defense Acquisition Technology and Logistics Workforce Education, Training, and Career Development Program,"](#) paragraph 5.3.12., December 21, 2005
- (c) DepSecDef Memorandum, ["Reinforcing the Evaluation Requirements of Contracting Officers under DODI 5000.66,"](#) August 27, 2008

1. PURPOSE. The purpose of this Directive is to ensure that TRICARE Management Activity (TMA) Contracting Officers provide unbiased advice and act independently without improper influences on their contract decisions by reinforcing the provisions of Reference (b) concerning the preparation of Contracting Officer performance evaluations.

2. APPLICABILITY. This Directive applies to TMA offices under the authority of the TMA Head of the Contracting Activity, including the Uniformed Services University of Health Sciences (USUHS).

3. DEFINITIONS.

3.1. First-level evaluation. The first-level evaluation is the initial evaluation of the performance, conducted on published periodic schedules, which may be subject to second or subsequent level review and approval as prescribed by TMA Human Resources.

4. POLICY. It is TMA policy that:

4.1. At a minimum, first-level evaluations of Contracting Officers shall be performed within the contracting career chain. The only exception shall be the performance evaluation of the HCA.

4.2. The first-level evaluation shall be provided by a contracting official who has direct knowledge of the individual's performance and is at least one level above the Contracting Officer.

4.3. Evaluating contracting officials shall seek input from program managers or customers within TMA receiving direct support from the contracting officer being evaluated.

5.0 RESPONSIBILITIES. Ensuring the functional independence of Contracting Officers and their ability to make sound business decisions without improper influence is a shared responsibility across TMA. See Enclosure 1 for specific responsibilities regarding compliance with References (b) and (c).

6.0 EFFECTIVE DATE: This Directive is effective immediately.

A handwritten signature in dark ink, appearing to read "Michael P. Fischetti", is written over a light gray rectangular background.

Michael P. Fischetti
Head of Contracting Activity

Enclosure

E.1. ENCLOSURE 1

RESPONSIBILITIES

E1.1 Component Acquisition Executive. The Component Acquisition Executive (CAE), TRICARE Management Activity (TMA), acting through the Head of Contracting Activity (HCA), shall ensure compliance with this Directive and shall submit the self-certification required by Reference (c) to the Director, Defense Procurement Acquisition Policy (DPAP) by October 31, 2012 and every two years thereafter.

E1.2 Head of Contracting Activity. The Director, TMA Acquisition Management and Support (AM&S), as the HCA, shall exercise authority, direction, and control over Contracting Officers evaluations, including designating appropriate first-level evaluators consistent with this Directive.

E1.3 Defense Acquisition Career Manager. The Defense Acquisition Career Manager, under the authority, direction and control of the CAE, shall ensure adherence to Reference (b) and shall submit a certification to the CAE by September 30, 2012 and every two years thereafter.

E1.4 Director, Acquisition Policy and Compliance Division. The Director, Acquisition Policy and Compliance Division (AP&CD) shall include the biennial self-certification required by Reference (c) on the AP&CD Recurring DPAP Report List. After the CAE certifies compliance as stated in E1.1, the Director, AP&CD shall submit the self-certification to DPAP.