

ENCLOSURE 4

RESPONSIBILITIES

1. USD(AT&L). The USD(AT&L) shall develop, coordinate, establish, and oversee the implementation of DoD policy for managing OCS.

2. DIRECTOR, DPAP. The Director, DPAP, under the authority, direction, and control of the USD(AT&L), shall:
 - a. Oversee all acquisition and procurement policy matters including the development of DoD policies for contingency contracting and the coordinated development and publication of contract prescriptions and standardized contract clauses in Reference (e) and associated contracting officer guidance in Reference (y). This includes working collaboratively with OSD Principal Staff Assistants, CJCS representatives, and the DoD Component Heads in the development of OCS related policies and ensuring that contracting equities are addressed.

 - b. Develop contingency contracting policy and implement other OCS related policies into DFARS in support of applicable contingency operations.

 - c. Ensure implementation by contracting officers and CORs of relevant laws and policies in References (d), (e), and (y).

 - d. Propose legislative initiatives that support accomplishment of the contingency contracting mission.

 - e. Improve DoD business processes for contingency contracting while working in conjunction with senior procurement executives across the DoD. Assist other OSD Principal Staff Assistants, CJCS representatives, and DoD Component Heads in efforts to improve other OCS related business processes by ensuring contracting equities and interrelationships are properly addressed.

 - f. Support efforts to resource the OCS toolset under the lead of the Deputy Assistant Secretary of Defense for Program Support (DASD(PS)) pursuant to subparagraph 3.f.(2) of this enclosure.

 - g. Coordinate activities with other Government agencies to provide unity of effort. Maintain an open, user-friendly source for reports and lessons learned and ensure their coordinated development and publication through participation on the FAR Council.

 - h. As a member of the Contracting Functional Integrated Planning Team, collaborate with the Defense Acquisition University to offer education for all contingency contracting personnel.

i. Participate in the OCS Functional Capability Integration Board (FCIB) to facilitate development of standard joint OCS concepts, policies, doctrine, processes, plans, programs, tools, reporting, and training to improve effectiveness and efficiency.

j. In concert with the supported Combatant Commander, coordinate in advance of execution Executive Agency for Head of Contracting Activity requisite OPLANS, CONPLANS, and operations, where a lead service or a Joint Theater Support Contracting Command (JTSCC) will be established.

3. DASD(PS). The DASD(PS), under the authority, direction, and control of the USD(AT&L) through the ASD(L&MR), is responsible for oversight and management to enable the orchestration, integration, and synchronization of the preparation and execution of acquisitions for DoD contingency operations, and shall:

a. Coordinate policy relating to field operations and contingency contractor personnel in forward areas and the battlespace. In cooperation with the Joint Staff, Military Departments, and OSD, serve as the DoD focal point for the community of practice and the community of interest for efforts to improve OCS program management and oversight.

b. Co-chair with the Vice Director, Directorate for Logistics, Joint Staff, (VDJ4) the OCS FCIB to lead and coordinate OCS with OSD, Military Department, and Defense Agency senior procurement officers in accordance with the OCS FCIB Charter (Reference (bj)).

c. Ensure integration of joint OCS activities across other joint capability areas and joint warfighting functions.

d. Provide input to the Logistics Capability Portfolio Manager and the CJCS in the development of capability priorities; review final capability priorities; and provide advice to the Under Secretary of Defense for Policy (USD(P)) in developing the Quadrennial Defense Review (Reference (bk) and defense planning and programming guidance, as appropriate.

e. Serve as the DoD lead to:

(1) Develop a programmatic approach for the preparation and execution of orchestrating, integrating, and synchronizing acquisitions for contingency operations.

(2) Establish and oversee DoD policies for OCS program management in the planning and execution of combat, post-combat, and other contingency operations involving the Military Departments, other Government agencies, multinational forces, and non-governmental organizations, as required.

f. Improve DoD business practices for OCS.

(1) In consultation with the USD(P&R); the Director, DPAP; and the CJCS, ensure a joint web-based contract visibility and contractor personnel accountability system (currently SPOT) is designated and implemented, including business rules for its use.

(2) Lead the effort to resource the OCS toolset providing improved OCS program management, planning, OCS preparation of the battlefield, systems support, and theater support contracts, contractor accountability systems, and automated contract process capabilities, including reach back from remote locations to the national defense contract base (e.g., hardware and software).

g. In consultation with the Heads of the OSD and DoD Components, provide oversight of experimentation efforts focusing on concept development for OCS execution.

h. Serve as the DoD lead for the oversight of training and education of non-acquisition, non-contracting personnel identified to support OCS efforts.

4. DIRECTOR, DEFENSE LOGISTICS AGENCY (DLA). The Director, DLA, under the authority, direction, and control of the USD(AT&L), through the ASD(L&MR) shall, through the Joint Contingency Acquisition Support Office (JCASO), provide enabler OCS support to CCDR OCS planning efforts and training events, and, when requested, advise, assist, and support JFC oversight of OCS operations. Specifically, the Director, JCASO, shall:

a. Provide OCS planning support to the CCDR through Joint OCS Planners embedded within the geographic Combatant Command staff. Maintain situational awareness of all plans with significant OCS equity for the purposes of exercise support and preparation for operational deployment. From JCASO forward involvement in exercises and operational deployments, develop and submit lessons learned that result in improved best practices and planning.

b. When requested, assist the Joint Staff in support of the Chairman's OCS responsibilities listed in paragraph 10 of this enclosure.

c. Facilitate improvement in OCS planning and execution through capture and review of joint OCS lessons learned. In cooperation with United States Joint Forces Command (USJFCOM), Military Services, other DoD Components, and interagency partners, collect joint operations focused OCS lessons learned and best practices from contingency operations and exercises to inform OCS policy and recommend doctrine, organization, training, materiel, leadership, personnel, and facilities (DOTMLPF) solutions.

d. Participate in joint exercises, derive OCS best practices from after-action reports and refine tactics/techniques/procedures, deployment drills, and personal and functional training (to include curriculum reviews and recommendations). Assist in the improvement of OCS related policy, doctrine, rules, tools, and processes.

e. Provide the geographic CCDRs, when requested, with deployable experts to assist the CCDR and subordinate JFCs in managing OCS requirements in a contingency environment.

f. Practice continuous OCS-related engagement with interagency representatives and multinational partners, as appropriate and consistent with existing authorities.

g. Participate in the OCS FCIB to facilitate development of standard joint OCS concepts, policies, doctrine, processes, plans, programs, tools, reporting, and training to improve effectiveness and efficiency.

5. DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY (DCMA). The Director, DCMA, under the authority, direction, and control of the USD(AT&L), through the ASD(Acquisition), plans for and performs contingency contract administration services in support of the CJCS and CCDRs in the planning and execution of military operations, consistent with DCMA's established responsibilities and functions.

6. UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE (USD(I)). The USD(I), as the Principal Staff Assistant for intelligence, counterintelligence, and security in accordance with DoDD 5143.01 (Reference (b)), shall:

a. Develop, coordinate, and oversee the implementation of DoD security programs and guidance for those contractors covered in DoDI 5220.22 (Reference (bm)).

b. Assist the USD(AT&L) in determining appropriate contract clauses for intelligence, counterintelligence, and security requirements.

c. Establish policy for contractor employees under the terms of the applicable contracts that support background investigations in compliance with subparts 4.1301, 4.1303, and 52.204-9 of Reference (d).

d. Coordinate security and counterintelligence policy affecting contract linguists with the Secretary of the Army pursuant to Reference (ab).

7. ASD(HA). The ASD(HA), under the authority, direction, and control of the USD(P&R), shall assist in the development of policy addressing the reimbursement of funds for qualifying medical support received by contingency contractor personnel in applicable contingency operations.

8. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR READINESS (DASD(READINESS)). The DASD(Readiness) under the authority, direction, and control of the USD(P&R), shall develop policy and set standards for managing contract linguist capabilities supporting the total force to include requirements for linguists and tracking linguist and role players to ensure that force readiness and security requirements are met.

9. DIRECTOR, DEFENSE MANAGEMENT DATA CENTER (DMDC). The Director, DMDC, under the authority, direction, and control of the USD(P&R), through the Director, DoD Human Resources Activity, shall:

- a. Serve as the central repository of information for all historical data on contractor personnel who have been issued CAC and are included in SPOT or its successor, that is to be archived.
- b. Ensure all data elements of SPOT or its successor to be archived are USD(P&R)-approved and DMDC-system compatible, and ensure the repository is protected at a level commensurate with the sensitivity of the information contained therein.

10. UNDER SECRETARY OF DEFENSE (COMPTROLLER) (USD (C))/CHIEF FINANCIAL OFFICER (CFO), DEPARTMENT OF DEFENSE. The USD(C)/CFO shall develop policy addressing the reimbursement of funds for qualifying medical support received by contingency contractor personnel in applicable contingency operations.

11. SECRETARIES OF THE MILITARY DEPARTMENTS AND DIRECTORS OF THE DEFENSE AGENCIES AND DoD FIELD ACTIVITIES. The Secretaries of the Military Departments and the Directors of the Defense Agencies and DoD Field Activities shall incorporate this Instruction into applicable policy, doctrine, programming, training, and operations and ensure:

- a. Assigned contracting activities populate SPOT with the required data in accordance with Reference (bb) and that information has been reviewed for security and OPSEC concerns in accordance with paragraph 3.c(2)(e) of Enclosure 2.

- b. CAAF meet all theater and/or JOA admission procedures and requirements prior to deploying to or entering the theater or JOA.

- c. Contracting officers include in the contract:

- (1) Appropriate terms and conditions and clause(s) in accordance with subpart 252.225-7040 of Reference (e) and Reference (y).

- (2) Specific deployment and theater admission requirements according to subpart 252.225-7040 of Reference (e), Reference (y), and the applicable CCDR websites.

- (3) Specific medical preparation requirements according to paragraph 3.h. of Enclosure 2.

(4) The level of protection to be provided to contingency contractor personnel in accordance with paragraph 4.e. of Enclosure 2. Contracting officers shall follow the procedures on the applicable CCDR websites to obtain theater-specific requirements.

(5) Government-furnished support and equipment to be provided to contractor personnel with prior coordination and approval of theater adjudication authorities, as referenced on the applicable CCDR websites.

(6) A requirement for contractor personnel to show and have verified by the COR, proof of professional certifications/proficiencies as stipulated in the contract

d. Standardized contract accountability financial and oversight processes are developed and implemented.

e. Requirements packages are completed to include all required documentation (e.g., letter of justification, performance work statement, nominated COR, independent Government estimate (IGE)) are completed and funding strategies are articulated and updated as required.

f. CORs are planned for, resourced, and sustained as necessary to ensure proper contract management capabilities are in place and properly executed.

g. Assigned contracting activities plan for, and ensure the contractor plans for, the resources necessary to implement and sustain contractor accountability in forward areas through SPOT or its successor.

h. CSIPs and CMPs are developed as directed by the supported CCDR.

i. The risk of premature loss of mission-essential OCS is assessed and the mitigation of the loss of contingency contractor personnel in wartime or contingency operations who are performing essential contractor services is properly planned for.

j. Assigned contracting activities comply with theater business clearance and contract administration delegation policies and processes when implemented by CCDRs to support any phase of a contingency operation.

k. Agency equities are integrated and conducted in concert with the CCDR's plans for OCS intelligence of the battlefield.

l. The implementation of a certification of, and a waiver process for, contractor-performed deployment and redeployment processing in lieu of a formally designated group, joint, or Military Department deployment center.

m. Support the effort to resource the OCS toolset under the lead of the DASD(PS) pursuant to subparagraph 3.h.(2) of this enclosure.

12. CJCS. The CJCS shall:

a. Where appropriate, incorporate program management and elements of this Instruction into joint doctrine, joint instructions and manuals, joint training, joint education, joint capability development, joint strategic planning system (e.g., JOPES), and CCDR oversight.

b. Co-chair with the VDJ4 the OCS FCIB to lead and coordinate OCS with OSD, Military Department, and Defense Agency senior procurement officers in accordance with Reference (bj). Provide the OCS FCIB with input and awareness of the CJCS functions and activities as defined in sections 153 and 155 of Reference (k).

c. Perform OCS related missions and functions as outlined in the Joint Staff Manual 5100.01 (Reference (bn)) and the Chairman's authorities as defined in Reference (k).

13. GEOGRAPHIC CCDRS AND CDRUSSOCOM. The geographic CCDRs and the CDRUSSOCOM (when they are the supported commander) shall:

a. Plan and execute OCS program management, contract support integration, and contractor management actions in all applicable contingency operations in their AOR.

b. Conduct integrated planning to determine and synchronize contract support requirements to facilitate OCS planning and contracting and contractor management oversight.

c. In coordination with the Services and functional components, identify military capabilities shortfalls in all the joint warfighting functions that require contracted solutions. Ensure these requirements are captured in the appropriate CCDR, subordinate JFC, Service component and combat support agency CSIP or other appropriate section of the CONPLAN with TPFDD, OPLAN or OPORD.

d. Require Service component commanders and supporting Defense Agencies and DoD Field Activities to:

(1) Identify and incorporate contract support and operational acquisition requirements in supporting plans to OPLANs and CONPLANs with TPFDD, and to synchronize their supporting CSIPs, CMPs, and contracted requirements and execution plans within geographic CCDR OPLANs and CONPLANs with TPFDD.

(2) Review their supporting CSIPs and CMPs and identify funding strategies for particular contracted capabilities identified to support each OPLAN and CONPLAN.

(3) Develop acquisition-ready requirements documents as identified in CSIPs including Performance Work Statements, IGEs, task order change documents, and sole source justifications.

(4) Ensure CAAF and their equipment are incorporated into TPFDD development and deployment execution processes in accordance with Reference (s).

(5) Ensure financial management policies and procedures are in place in accordance with DoD 7000.14-R (Reference (bo)) and applicable service specific financial management implementation guidance.”

e. Develop and publish comprehensive OCS plans. Synchronize OCS requirements among all Service components and Defense Agencies and DoD Field Activities operating within or in support of their AORs. Optimize operational unity of effort by analyzing existing and projected theater support and external support contracts to minimize, reduce, and eliminate redundant and overlapping requirements and contracted capabilities.

f. Ensure OCS requirements for the Defense Agencies, multinational partners, and other Governmental agencies are addressed and priorities of effort for resources are deconflicted and synchronized with OCS to military forces.

g. Ensure policies and procedures are in place for reimbursing Government-furnished support of contingency contractor personnel, including (but not limited to) subsistence, military air, intra-theater lift, and medical treatment, when applicable.

h. Ensure CAAF and equipment requirements (regardless if provided by the Government or the contractor) in support of an operation are incorporated into plan TPFDDs.

i. Review Service component assessments of the risk of premature loss of essential contractor services and review contingency plans to mitigate potential premature loss of essential contractor services.

j. Establish and communicate to contracting officers theater and/or JOA CAAF admission procedures and requirements, including country and theater clearance, waiver authority, immunizations, required training or equipment, and any restrictions necessary to ensure proper deployment, visibility, security, accountability, and redeployment of CAAF to their AORs and/or JOAs. Implement Reference (z).

k. Coordinate with the Office of the USD(P) to ensure special area, country, and theater personnel clearance requirements are current in accordance with Reference (z), and coordinate with affected agencies (e.g., Intelligence Community agencies) to ensure that entry requirements do not impact mission accomplishment.

l. Determine and distribute specific theater OCS organizational guidance in plans, to include command, control, and coordination, and HCA relationships.

m. Develop and distribute AOR/JOA-wide contractor management requirements, directives, and procedures into a separate contractor management plan as an annex or the appropriate section of the appropriate plan.

- n. Establish, staff, and execute appropriate OCS-related boards, centers, and working groups.
- o. Integrate OCS into mission rehearsals and training exercises.
- p. When contracts are being or will be executed in an AOR/JOA, designate and identify the organization responsible for managing and prescribing processes to:
 - (1) Establish procedures and assign authorities for adjudicating requests for provision of Government-furnished equipment and services to contractors when such support is operationally required. This should include procedures for communicating approval to the requiring activity and the contracting officer for incorporation into contracts.
 - (2) Authorize trained and qualified contractor personnel to carry weapons for personal protection not related to the performance of contract-specific duties.
 - (3) Establish procedures for, including coordination of, inter-theater strategic movements and intra-theater operational and tactical movements of contractor personnel and equipment.
 - (4) Collect information on and refer to the appropriate Government agency offenses, arrests, and incidents of alleged misconduct committed by contractor personnel on or off-duty.
 - (5) Collect and maintain information relating to CAAF and selected non-CAAF kidnappings, injuries, and deaths.
 - (6) Identify the minimum standards for conducting and processing background checks, and for issuing access badges to HN, LN, and TCN personnel employed, directly or indirectly, through Government-awarded contracts.
 - (7) Remove CAAF from the designated operational area who do not meet medical deployment standards, whose contract period of performance has expired, or who are noncompliant with contract requirements.
 - (8) Designate additional contractor personnel not otherwise covered by personnel recovery policy for personnel recovery support in accordance with Reference (av).
 - (9) Ensure that contract oversight plans are developed, and that adequate personnel to assist in contract administration are identified and requested, in either a separate contractor management plan as an annex of plans and orders and/or within appropriate parts of plans and orders.
 - (10) Develop a security plan for the protection of contingency contractor personnel according to paragraph 4.e. of Enclosure 2.
 - (11) Develop and implement theater business clearance and, if required, Contract Administration Delegation policies and procedures to ensure visibility of and a level of control

over systems support and external support contracts providing or delivering contracted support in contingency operations.

q. Enforce the individual arming policy and use of private security contractors in accordance with Reference (aq) and DoDD 5210.56 (Reference (bp)).

r. Establish a process for reviewing exceptions to medical standards (waivers) for the conditions in section 11 of Enclosure 3, including a mechanism to track and archive all approved and denied waivers and the medical conditions requiring waiver. Additionally, serve as the final approval/disapproval authority for all exceptions to this policy, except in special operations where the TSOC commander has the final approval or disapproval authority.

s. Establish mechanisms for ensuring contractors are required to report offenses alleged to have been committed by or against contractor personnel to appropriate investigative authorities.

t. Assign responsibility for providing victim and witness protection and assistance to contractor personnel in connection with alleged offenses.

u. Ensure applicable predeployment, deployment, in-theater management, and redeployment guidance and procedures are readily available and accessible by planners, requiring activities, contracting officers, contractors, contractor personnel and other interested parties on a webpage, and related considerations and requirements are integrated into contracts through contract terms, consistent with security considerations and requirements.

v. Ensure OCS preparation of the battlefield is vetted with intelligence agencies when appropriate.

w. Integrate OCS planning with operational planning across all primary and special staff sections.

14. FUNCTIONAL CCDRS, EXCEPT CDRUSJFCOM WHEN A SUPPORTED CCDR. The functional CCDRs utilizing OCS shall ensure their Commands follow the procedures in this Instruction and applicable operational-specific guidance provided by the supported geographic CCDR.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AFME	Armed Forces Medical Examiner
AFRSSIR	Armed Forces Repository of Specimen Samples for the Identification of Remains
AOR	area of responsibility
ASD(HA)	Assistant Secretary of Defense for Health Affairs
ASD(L&MR)	Assistant Secretary of Defense for Logistics and Materiel Readiness
CAAF	contractors authorized to accompany the force
CAC	common access card
CBRN	chemical, biological, radiological, nuclear
CCDR	Combatant Commander
CDRUSSOCOM	Commander, United States Special Operations Command
CDRUSTRANSCOM	Commander, United States Transportation Command
CJCS	Chairman of the Joint Chiefs of Staff
CMP	contractor management plan
CONPLAN	concept plan
CONUS	continental United States
COR	contracting officer representative
CRC	CONUS replacement center
CSIP	contract support integration plan
DASD(PS)	Deputy Assistant Secretary of Defense for Program Support
DASD(Readiness)	Deputy Assistant Secretary of Defense for Readiness
DCMA	Defense Contract Management Agency
DFARS	Defense Federal Acquisition Regulation Supplement
DLA	Defense Logistics Agency
DMDC	Defense Manpower Data Center
DMSS	Defense Medical Surveillance System
DNA	deoxyribonucleic acid
DoDI	DoD Instruction
DoDD	DoD Directive
DOTMLPF	doctrine, organization, training, materiel, leadership, personnel, and facilities
DPAP	Defense Procurement and Acquisition Policy
FAR	Federal Acquisition Regulation
FCIB	functional capability integration board
FEV-1	forced expiratory volume-1
FHPPP	force health protection prescription product
HIV	human immunodeficiency virus

HN	host nation
IG	inherently governmental
IGE	independent Government estimate
IPE	individual protective equipment
JCASO	Joint Contingency Acquisition Support Office
JFC	joint force commander
JOA	joint operations area
JP	joint publication
JTSCC	Joint Theater Support Contracting Command
LN	local national
LOA	letter of authorization
MEJA	Military Extraterritorial Jurisdiction Act
MTF	medical treatment facility
MWR	morale, welfare, and recreation
OCONUS	outside the continental United States
OCS	operational contract support
OPLAN	operation plan
OPORD	operation order
OPSEC	operational security
P.L.	public law
SARIR	search and rescue incident report
SJA	staff judge advocate
SOFA	status-of-forces agreement
SPOT	Synchronized Predeployment and Operational Tracker
TB	tuberculin
TCN	third country national
TPFDD	time-phased force and deployment data
TSOC	Theater Special Operations Command
UCMJ	Uniform Code of Military Justice
U.S.C.	United States Code
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology, and Logistics
USD(C)/CFO	Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense
USD(I)	Under Secretary of Defense for Intelligence
USD(P)	Under Secretary of Defense for Policy
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

USJFCOM United States Joint Forces Command

VDJ4 Vice Director, Director of Logistics, Joint Staff

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purposes of this Instruction.

acquisition. Defined in section 2.101 of Reference (d).

CAAF. Contractor personnel, including all tiers of subcontractor personnel, who are authorized to accompany the force in applicable contingency operations and have been afforded CAAF status through LOA. CAAF generally include all U.S. citizen and TCN employees not normally residing within the operational area whose area of performance is in the direct vicinity of U.S. forces and who routinely are co-located with U.S. forces (especially in non-permissive environments). Personnel co-located with U.S. forces shall be afforded CAAF status through LOA. In some cases, CCDR subordinate commanders may designate mission-essential HN or LN contractor employees (e.g., interpreters) as CAAF. CAAF includes contractors identified as contractors deploying with the force in References (a) and (av). CAAF status does not apply to contractor personnel in support of contingencies within the boundaries and territories of the United States.

contingency acquisition. The process of acquiring supplies, services, and construction in support of contingency operations.

contingency contract. A legally binding agreement for supplies, services, and construction let by Government contracting officers in the operational area, as well as other contracts that have a prescribed area of performance within a designated operational area. Contingency contracts include theater support, external support, and systems support contracts.

contingency contractor personnel. Individual contractors, individual subcontractors at all tiers, contractor employees, and sub-contractor employees at all tiers under all contracts supporting the Military Services during contingency operations.

contingency operation. Defined in Joint Publication 1-02 (Reference (bq)).

contingency program management. The process of planning, organizing, staffing, controlling, and leading the OCS efforts to meet JFC objectives.

contract administration. A subset of contracting that includes efforts that ensure supplies and services are delivered in accordance with the conditions and standards expressed in the contract. Contract administration is the oversight function, from contract award to contract closeout, performed by contracting professionals and designated non-contracting personnel.

contract administration delegation. A CCDR policy or process related to theater business clearance that allows the CCDR to exercise control over the assignment of contract administration for that portion of contracted effort that relates to performance in, or delivery to, designated area(s) of operations and allows the CCDR to exercise oversight to ensure the contractor's compliance with CCDR and subordinate task force commander policies, directives, and terms and conditions. Whether the CCDR chooses to implement such a process depends on the situation.

contracting. Defined in section 2.101 of Reference (d).

contracting officer. Defined in section 2.101 of Reference (d).

contractor management. The oversight and integration of contractor personnel and associated equipment providing support to the joint force in a designated operational area.

COR. Defined in subpart 202.101 of Reference (e).

defense contractor. Any individual, firm, corporation, partnership, association, or other legal non-Federal entity that enters into a contract directly with the DoD to furnish services, supplies, or construction. Foreign governments, representatives of foreign governments, or foreign corporations wholly owned by foreign governments that have entered into contracts with the DoD are not defense contractors.

designated reception site. The organization responsible for the reception, staging, integration, and onward movement of contractors deploying during a contingency. The designated reception site includes assigned joint reception centers and other Service or private reception sites.

essential contractor service. A service provided by a firm or an individual under contract to the DoD to support vital systems including ships owned, leased, or operated in support of military missions or roles at sea and associated support activities, including installation, garrison, base support, and linguist/translator services considered of utmost importance to the U.S. mobilization and wartime mission. The term also includes services provided to foreign military sales customers under the Security Assistance Program. Services are considered essential because:

The DoD Components may not have military or DoD civilian employees to perform the services immediately.

The effectiveness of defense systems or operations may be seriously impaired and interruption is unacceptable when the services are not available immediately.

external support contracts. Prearranged contracts or contracts awarded during a contingency from contracting organizations whose contracting authority does not derive directly from theater support or systems support contracting authorities.

functional Combatant Commands. USJFCOM, U.S. Special Operations Command, U.S. Strategic Command, and U.S. Transportation Command.

geographic Combatant Commands. U.S. Africa Command, U.S. Central Command, U.S. European Command, U.S. Northern Command, U.S. Pacific Command, and U.S. Southern Command.

HN. A nation that permits, either by written agreement or official invitation, government representatives and/or agencies of another nation to operate, under specified conditions, within its borders.

hostile environment. Defined in Reference (bq).

LN. An individual who is a permanent resident of the nation in which the United States is conducting contingency operations.

LOA. A document issued by a procuring contracting officer or designee that authorizes contractor personnel to accompany the force to travel to, from, and within an operational area, and outlines Government-furnished support authorizations within the operational area, as agreed to under the terms and conditions of the contract. For more information, see section 225.74 of Reference (y).

long-term care. A variety of services that help a person with comfort, personal, or wellness needs. These services assist in the activities of daily living, including such things as bathing and dressing. Sometimes known as custodial care.

non-CAAF. Personnel who are not designated as CAAF, such as LN employees and non-LN employees who are permanent residents in the operational area or TCNs not routinely residing with U.S. forces (and TCN expatriates who are permanent residents in the operational area) who perform support functions away from the close proximity of, and do not reside with, U.S. forces. Government-furnished support to non-CAAF is typically limited to force protection, emergency medical care, and basic human needs (e.g., bottled water, latrine facilities, security, and food when necessary) when performing their jobs in the direct vicinity of U.S. forces.

OCS. The ability to orchestrate and synchronize the provision of integrated contract support and management of contractor personnel providing support to the joint force within a designated operational area.

prime contract. Defined in section 3.502 of Reference (d).

qualifying contingency operation. In accordance with Article 2(a)(10) of the UCMJ, a military contingency operation conducted for the purpose of engaging an enemy or a hostile force in combat where disciplinary authority over civilians under Article 2(a)(10) is governed by the UCMJ, Reference (l), and the Manual for Courts-Martial 2000 (Reference (br)).

replacement center. The centers at selected installations that ensure personnel readiness processing actions have been completed prior to an individual reporting to the aerial port of embarkation for deployment to a designated operational area.

requiring activity. The organization charged with meeting the mission and delivering the requirements the contract supports. This activity is responsible for delivering the services to meet the mission if the contract is not in effect. The requiring activity may also be the organizational unit that submits a written requirement, or statement of need, for services required by a contract. This activity is responsible for ensuring compliance with References (f), (q), and (r).

subcontract. Defined in section 3.502 of Reference (d).

systems support contracts. Prearranged contracts awarded by Service acquisition program management offices that provide fielding support, technical support, maintenance support, and, in some cases, repair parts support, for selected military weapon and support systems. Systems support contracts routinely are put in place to provide support to many newly fielded weapons systems, including aircraft, land combat vehicles, and automated command and control systems. Systems support contracting authority, contract management authority, and program management authority reside with the Service system materiel acquisition program offices. Systems support contractors, made up mostly of U.S. citizens, provide support in CONUS and often deploy with the force in both training and contingency operations. The JFC generally has less control over systems support contracts than other types of contracts.

theater business clearance. A CCDR policy or process to ensure visibility of and a level of control over systems support and external support contracts executing or delivering support in designated area(s) of operations. The breadth and depth of such requirements will be situational. Theater business clearance is not necessarily discrete and can be implemented to varying degrees on a continuum during all phases of an operation.

theater support contracts. Contingency contracts awarded by contracting officers deployed to an operational area serving under the direct contracting authority of the Service component, special operations force command, or designated joint contracting authority for the designated contingency operation.

uniquely military functions. Defined in Reference (f).