



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

October 9, 2008

MEMORANDUM FOR HEADS OF CONTRACTING ACTIVITIES

Subj: REINFORCING THE EVALUATION REQUIREMENTS OF CONTRACTING OFFICERS UNDER DoDI 5000.66

Encl: (1) DEPSECDEF memorandum of August 27, 2008

DoDI 5000.66 paragraph, 5.3.12, requires that at least first-level evaluations of contracting officers be performed within the contracting career chain. The only exception is the performance evaluation of the senior officer in charge of contracting for the organization when this official is not the primary contracting officer for the organization. This requirement is included in the Department of the Navy DAWIA Operation Guide, paragraph 18.3.2.

The Panel on Contracting Integrity, chartered under Section 813 of the National Defense Authorization Act for FY 2007, indentified functional independence of the contracting officer as an area that may allow fraud, waste, and abuse to occur. Enclosure (1) reiterates the requirement for the functional independence of the contracting office and establishes a requirement for biennial certification by the Senior Procurement Executive of each DoD component with contracting officers that the component is in compliance with DoDI 5000.66 and enclosure (1).

To meet the certification requirements, please confirm that your organization is in compliance with the requirements of DoDI 5000.66 and DoN DAWIA Operation Guide not later than October 15, 2008. Provide in-pu to Bob Johnson at Robert.F.Johnson@Navy.mil


Seán F. Crean
RDML, SC, USN
DASN (A&LM)

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DEPUTY SECRETARY OF DEFENSE
1010 DEFENSE PENTAGON
WASHINGTON, DC 20301-1010

AUG 27 2008

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF
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ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Reinforcing the Evaluation Requirements of Contracting Officers under
DoDI 5000.66

Section 813 of the John Warner National Defense Authorization Act for FY 2007 (Pub. L. 109-364), directed the Secretary to establish a "Panel on Contracting Integrity." The purpose of the Panel is to eliminate areas of vulnerability in the DoD contracting system to prevent fraud, waste, and abuse to occur and to provide recommendations to Congress. The Panel recommended supporting the functional independence of contracting officers by reinforcing the provisions of DoD Instruction 5000.66 in the preparation of their performance evaluations.

DoDI 5000.66 establishes requirements for the evaluation of contracting officers. Specifically, the Instruction requires the Heads of DoD Components, acting through their Component Acquisition Executive, to ensure that at least first-level evaluations of contracting officers are performed within the contracting career chain. For those under the National Security Personnel System, the term "first-level evaluation" means a rating official's recommended rating. The only exception is the performance evaluation of the senior official in charge of contracting for the organization, when this official is not the primary contracting officer for the organization.

In addition, the first-level evaluation must 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. It should be routine practice to seek input from program



OSD 11058-08



ENCL (1)

managers or others within the organization receiving direct support from the contracting officer.

This policy ensures functional independence of contracting officers and the ability to make sound business decisions without improper influence. Organizations with contracting officers are to submit the attached self-certification to the Director, Procurement, Acquisition Policy, and Strategic Sourcing, by October 31, 2008, and every 2 years thereafter. Compliance with this policy will be evaluated during Procurement Management Reviews.

A handwritten signature in black ink, appearing to read "Andrew England". The signature is written in a cursive style with a large, looping initial "A" and a long horizontal stroke extending to the right.

Attachment:
As stated

BIENNIAL CERTIFICATION

In accordance with DoDI 5000.66, paragraph 5.3.12, Heads of DoD Components acting through their Component Acquisition Executives (CAEs) and Senior Procurement Executives (SPEs) are to ensure that at least first-level evaluations of contracting officers are performed within the contracting career chain. The only exception will be the performance evaluation of the senior official in charge of contracting for the organization, when this official is not the primary contracting officer for the organization.

DepSecDef memorandum, "Reinforcing the Evaluation Requirements of Contracting Officers under DoDI 5000.66," clarifies DoDI 5000.66 policy and identifies the requirement for CAEs/SPEs to self-certify biennially that their organizations comply with DoDI 5000.66.

I certify that (organization) is in compliance with the requirements of DoDI 5000.66 and DepSecDef memorandum, "Reinforcing the Evaluation Requirements of Contracting Officers under DoDI 5000.66."

Printed Name, Position, and Organization

Signature

Date

Send to:
Director, Defense Procurement,
Acquisition Policy, and
Strategic Sourcing/CPIC
3060 Defense Pentagon, Room 5E621
Washington, DC 20301-3060