



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

DEC 13 2013

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Data Call: Department of the Navy Service Contract Review

The Assistant Secretary of the Navy for Research, Development and Acquisition (ASN(RD&A)) has a continuous requirement to respond to Congressional, Department of Defense, and oversight audit agencies' inquiries concerning reviews of the security clearance process at the Washington Navy Yard. To support this ongoing requirement, ASN(RD&A) has directed that a list be compiled of all Department of the Navy (DoN) existing service contracts (including commercial item contracts and orders issued using internal and external DoN Indefinite Delivery/Indefinite Quantity contracts), that require contractors to have routine physical access to a Federally-controlled facility and/or routine access to a Federally-controlled information system. The list will also be used to provide ASN(RD&A) valuable demographics on the magnitude of these service contracts throughout DoN. This tasking is in addition to the mandatory review of all existing commercial item contracts required by DASN(AP) memorandum of November 18, 2013.

Accordingly, each Head of the Contracting Activity (HCA) shall report the number of all applicable service contracts using the attached format not later than January 10, 2014 via RDAPolicy@navy.mil with the subject, "DoN Service Contract Review."

My point of contact for this action is Ms. Denise Randolph. She can be reached on (703) 614-9767 or via Denise.Randolph@navy.mil.

A handwritten signature in black ink that reads "Elliott B. Branch".

Elliott B. Branch
DASN(AP)

Attachment:
As stated

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