



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111

SAMR-FMMR

11 JUL 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Generating Force (GF) Review of the Total Army Analysis (TAA) 2014-2018 Contractor Man-year Equivalents (CME)

1. References:

a. Title 10 United States Code section 2330a and 235, and Fiscal Year 2011 Appropriations Act section 8108.

b. Memorandum, HQDA, DAMO FMP, 31 March 2011, subject: Generating Force – Total Army Analysis.

2. Reference a requires the Department to compile a contractor inventory based on direct labor hours reported from contractors; to review that inventory for functions at risk of inherently governmental performance and for unauthorized personal services; to justify contracted services in the budget based on that contractor inventory and inventory review process; to leverage the Contractor Manpower Reporting Application (CMRA) in performing these tasks; and to report on our progress to Congress. The Government Accountability Office continues their audit of these matters and previous findings expressed concern regarding the lack of specific linkage between projected contract work year equivalents documented in our manpower systems with specific contracts in CMRA and the Army Contractor Business Information System.

3. The GF TAA guidance (reference b) directs the Deputy Assistant Secretary of Army (Force Management, Manpower and Resources) to lead the effort to resolve CMRA and Structure and Manpower Allocation System (SAMAS) CME discrepancies. The reconciliation effort will establish a CME baseline in the SAMAS program/budget, and establish a business process to comply with the statutory requirement to base CME budget projections on the inventory and review of contracts for services. The results of CME reconciliation will be used in TAA to ensure that CMEs in the generating force are supported through a bona fide contract, have not been in-sourced or divested, and are not performing inherently governmental functions or unauthorized personal services.

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4. To enable this reconciliation, a Microsoft ACCESS database synchronization tool was developed to cross-reference contract services reviewed by the Panel for Documentation of Contractors (PDC) with CME authorizations in SAMAS and service contracts in CMRA. In addition, the tool identifies disconnects that require resolution. Introductory training for the synchronization tool was provided via video teleconference for your organization on 20 June 2011 for Commands and 23 June 2011 for Headquarters. Instructions for using the synchronization tool are available at Army Knowledge Online (AKO) site: <https://www.us.army.mil/suite/group/158688>.
5. Not later than **3 August 2011**, please 1) download the synchronization tool prepared for your organization from Army Knowledge Online (AKO) site: <https://www.us.army.mil/suite/group/158688>; 2) populate the information in the appropriate data fields; and, 3) upload the completed tool back to the same AKO site.
6. My points of contact for this action are Dr. John Anderson at (703) 693-2119 or Mr. Paul Rupprecht at (703) 693-2123.



JAY D. ARONOWITZ
Deputy Assistant Secretary of the Army
(Force Management, Manpower and
Resources)

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