The Honorable Carl Levin  
Chairman  
Committee on Armed Services  
United States Senate  
Washington, DC 20510

Dear Mr. Chairman:

In accordance with paragraph (c) of Section 8108 of Public Law 112-10, the Department of Defense (DoD) and Full-Year Continuing Appropriations Act of 2011, enacted on April 15, 2011, we are notifying you of our plan to use the Army’s Contractor Manpower Reporting Application (CMRA) to document the number of full-time contractor employees (or its equivalent), as required by 10 USC § 2330a.

My staff participated in a defense-wide working group to examine the best way to capture this information. They provided several demonstrations of the CMRA, along with free copies of our government-owned software, to interested DoD components with lessons learned to assist them in modifying the program for their unique needs.

It is important to note that, since March 2005, the Army has been requiring all contracted services, without exception, to include a reporting requirement for direct labor hours and related cost data. This requirement is enforced through the Army Federal Acquisition Regulation Supplement (AFARS) 5107.503(e).

Additionally, the Army continues to work diligently to ensure compliance with the pre- and post-award review requirements of both 10 USC § 235 and 2330a. AFARS 5107.503(e) includes a Request for Services Contract Approval form that assists in pre-award reviews to identify functions at risk of inherently governmental performance or unauthorized personal services. The form must be signed by a senior official of the requiring activity. This same form is used in post-award reviews by the Panel for Documenting Contractors process.

Preparation of this report/study cost the DoD a total of approximately $9,050 for the 2011 Fiscal Year. Thank you for your support of our Army.

Sincerely,

[Signature]

John M. McHugh
The Honorable John McCain  
Ranking Member  
Committee on Armed Services  
United States Senate  
Washington, DC 20510  

Dear Senator McCain:

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John M. McHugh
The Honorable Howard P. "Buck" McKeon
Chairman
Committee on Armed Services
United States House of Representatives
Washington, DC 20515

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John M. McHugh
The Honorable Adam Smith  
Ranking Member  
Committee on Armed Services  
United States House of Representatives  
Washington, DC 20515

Dear Representative Smith:

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John M. McHugh
The Honorable Daniel K. Inouye  
Chairman  
Committee on Appropriations  
United States Senate  
Washington, DC 20510  

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John M. McHugh
The Honorable Thad Cochran  
Vice Chairman  
Committee on Appropriations  
United States Senate  
Washington, DC 20510

Dear Senator Cochran:

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The Honorable Harold Rogers  
Chairman  
Committee on Appropriations  
United States House of Representatives  
Washington, DC 20515  

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Sincerely,

John M. McHugh
The Honorable Norman D. Dicks  
Ranking Member  
Committee on Appropriations  
United States House of Representatives  
Washington, DC  20515  

Dear Representative Dicks:

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Committee on Appropriations  
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The Honorable C.W. Bill Young  
Chairman  
Subcommittee on Defense  
Committee on Appropriations  
United States House of Representatives  
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