
d. Effective immediately, a note will be included on all LOAs, amendments, and modifications which identifies the administrative surcharge rate being applied to each line. And modifications which identifies the administrative surcharge rate being applied to each line. A sample note should read as follows:

“An administrative surcharge of 3% has been applied to lines 001-010. An administrative surcharge of 5% has been applied to line 011. An administrative surcharge of 2.5% has been applied to line 13.”

In the above example, line 012 is a program management line which is exempt from the administrative surcharge and therefore not included in the note. Line 013 was included on this case and implemented after 1 June 1999.

PROCEDURES FOR SUBMISSION OF LETTERS OF REQUEST (LOA) USING ENHANCED INTERNATIONAL PEACEKEEPING CAPABILITIES (EIPC) FINANCING. [The following is a reprint of SECDEF Washington DC/USDP:DSCA/ message 251301Z Jun 99, subject as above.]

Reference A SECDEF Washington DC 191800Z Nov 98; provides funding and implementation guidance for the EIPC Program.

Reference B SECSTATE Washington DC 152023Z Apr 99; identifies FY99 EIPC recipients and provides guidelines for preparation of Letters of Request (LOR).

1. This message is intended to provide amplifying information for submission of LORs utilizing EIPC funding. The EIPC program is described in references (a) and (b).

2. In an effort to assist in expediting the utilization of the EIPC program, and recognizing that all recipients may not yet have specifically defined requirements, EIPC LORs may be grouped into four categories. Following initial OSD/State screening of country plan as described in reference b, countries are encouraged to submit LORs to DSCA which may contain loosely defined requirements requesting:

- a. Peacekeeping related training and an associated dollar value and/or
- b. A peacekeeping related training device/equipment case also at a given dollar amount, and/or
- c. In-country English language training programs case, Mobile Training Teams (MTTs) and Language Training Detachments (LTDs), Language Instructor Training, and DLIELC books, tapes, and publications
- d. An English language laboratory case to include associated equipment, installation, and limited construction

3. Any combination of these four cases should equal, but not exceed, the total amount allocated to that country. Funds could be shifted between cases through case modifications if necessary at a later date. This will enable DSCA to task the MILDEP to quickly produce cases,

based on any or all of the four categories outlined above. Navy would be tasked for categories (a) and (b); Air Force for category (c); and Army for category (d).

4. Training or training device cases will consist of one line item with an associated note which would explain that the funding associated with that line item could only be used for peacekeeping related training or equipment as outlined in reference (b). Cases will require extensive communication and coordination between implementing agencies and country teams to ensure only approved and required services and equipment are procured. The advantage of having the blanket order case in place is to provide funding for any required travel to assist the SAO and country in identifying country-specific requirements, and allowing near term, incremental program implementation without specifically identifying the entire plan for expenditure of EIPC funds.

5. DSCA has requested the Center for Civil-Military Relations (CCMR), as the lead agent responsible for the Peace Support Operations (PSO) education and training aspect of the EIPC, to assist each SAO in the development of the EIPC training LORs.

6. As a reminder, references (a) and (b) required posts to coordinate closely with DSCA and service implementing agencies on developing FMS cases for the EIPC program. Request SAOs ensure DSCA country program directors are provided copies of all LORs and copies of the EIPC country program plans.

7. POC is Rita Verry, DSCA/PMD, International Training Policy Officer, (703) 601-3672, DSN 878-3672 and/or respective DSCA country program directors.