



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AERONAUTICAL SYSTEMS CENTER (AFMC)
WRIGHT-PATTERSON AIR FORCE BASE OHIO

18 Nov 06

MEMORANDUM FOR ASC WING COMMANDERS/DIRECTORS
ASC DIRECT REPORT GROUP COMMANDERS
ASC SENIOR FUNCTIONALS

FROM: ASC/CC

SUBJECT: Policy on Military Interdepartmental Purchase Request (MIPR) Signatory for
Determinations and Findings (D&Fs) (ASC/CC Policy Memo #06-008, Update #1)

1. A D&F is required whenever a MIPR citing the Economy Act as the authority (regardless of dollar value) is sent to an agency outside the DoD. Effective immediately, all Economy Act D&Fs shall be signed by ASC/CC or ASC/CA only. This is a deviation from the Air Force MIPR policy which states that D&Fs may be signed by any general officer or equivalent in the organizational chain.
2. Various policy memos issued since October 2004 have placed the onus on the program manager to ensure the use of a MIPR is the best possible acquisition strategy. Program managers are urged, early in the acquisition planning process, to involve financial managers and contracting functionals in planning for acquiring the items and services to support our customers. If the acquisition team determines that use of a MIPR is the best approach, the following guide tool and checklist are available to assist you.

Air Force MIPR Policy Guide, FEB 2005

<https://www.safaq.hq.af.mil/contracting/affairs/5317/informational/mipr-policy-guide-feb05.doc>

HQ AFMC/PKP MIPR Tool

https://www.afinc-mil.wpafb.af.mil/HQ-AFMC/PK/pkp/pkpb/mipr2/mipr-tool-update/index_files/slide0002.htm

ASC MIPR Checklist

<https://www.asc.wpafb.af.mil/pk/orgs/pkc/letters/06ascmipr.pdf>

3. Recent changes in the Air Force MIPR Policy Guide require that **all** "direct cite" MIPRs leaving the Air Force have a contracting officer's coordination in the MIPR issuance process. The contracting officer's coordination is in addition to the normal coordination of the program/project manager, financial manager, legal (if applicable), etc., necessary for the proper issuance of a direct cite MIPR. I cannot stress enough that obtaining the contracting officer's coordination via Comprehensive Cost and Requirements (CCaR) is necessary to document that the effort complies with statutory and regulatory procurement requirements and represents a sourcing decision that has at least considered the recommendation of the local contracting office.

4. Questions regarding issuance of MIPRs may be addressed to Ms. Elaine Chaltry, ASC/FMAI, 65418, Ms. Kathy Ranft, ASC/AEPP, 69860, or Mr. Dan Fleischman, ASC/PKAA, 57981.

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