FISC Yokosuka Contracting holds SAP training

By Rachel Kriescher, FISC Yokosuka Contracting

More than 100 contracting professionals and military managers traveled to Yokosuka, Japan from as far away as Laos, Singapore, Korea, Hong Kong and Hawaii to attend U.S. Fleet and Industrial Supply Center (FISC) Yokosuka's annual Simplified Acquisition Procedures (SAP) training conference July 28 and 29.

FISC Yokosuka Contracting Department Director Cmdr. James Gayton and Deputy Director Charles P. Dupray hosted the SAP conference in conjunction with FISC Procurement Performance Management Assessment Program (PPMAP) Division.

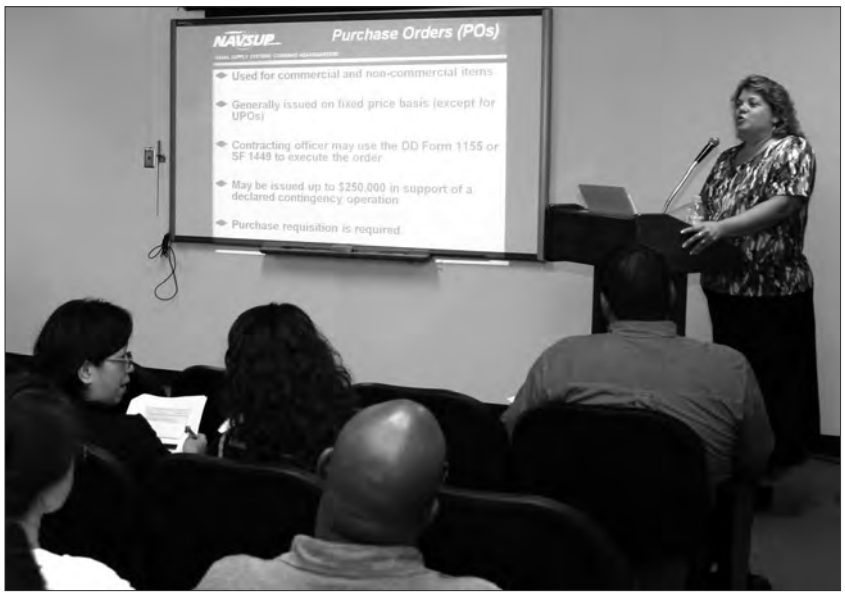
The FISC Yokosuka contracting Department receives its contracting authority from U.S. Naval Supply Systems Command (NAVSUP) headquartered in Mechanicsburg, Pa.; FISC then further delegates contracting authority to 40 non-FISC activities within its area of responsibility located in far east Asia. FISC delegates purchasing, ordering or governmentwide commercial purchase card authority to its customers depending on their respective missions and needs.

Because FISC does not have contracting offices in the countries where these activities are located, FISC customers use their delegated contracting authority to accomplish their respective missions. Each activity has a local staff to procure supplies and services in their local economy.

"It is important for our customers to have their own contracting authority in their local area because buying locally is timelier and more cost effective for our customers to execute their own procurements as they know the local economy and the language," said Dupray. "FISC provides this annual training to assist our customers to increase their contracting knowledge.

"Procurement, especially in an Outside the Continental United States (OCONUS) environment, is a challenging job as U.S. Government contracting regulations are complex."

FISC customers attended the two-day SAP training conference in order to improve their own purchasing, ordering and purchase card programs. NAVSUP-based Senior Instructors Hazel Sumpter and Terri Harmon provided the training. Training covered procurement regulations and procedures pertaining to purchasing, ordering from existing contracts, competition awareness, contract modification procedures, fair and reasonable price determinations, overseas purchase card usage and current procurement policy updates.



(Right) NAVSUP-based Senior Instructor Terri Harmon provides two-day SAP training as FISC Yokosuka customers attend the SAP training conference in order to improve their own purchasing, ordering and purchase card programs.

Photo by Kazuyuki Takagi

購買、注文、購買カードプログラムを改善するため、2日間に渡るSAP講習会に参加したカスタマーに講義するNAVSUP上級講師テリー・ハーモン氏。

写真：高木和之

The annual SAP training conference also provides FISC customers the opportunity to learn purchasing procedures as well as to interact with other purchasing agents in the far east region who perform similar work in their respective countries.

For some of the FISC Yokosuka customers, this training is new, for others it is a refresher.

Commands that participated in the SAP training conference included the Joint Prisoner of War/Missing in Action Accounting Command (JPAC) based in Hawaii and JPAC Detachments from Laos and Thailand, U.S. Naval Hospitals in Yokosuka and Okinawa, U.S. Ship Repair Facility and Japan Regional Maintenance Center Yokosuka, Joint United States Military Advisory Group Thailand, Commander Naval Forces Korea, Commander U.S. Naval Forces Japan, Commander Fleet Activities Okinawa, U.S. Naval Computer and Telecommunications Station Far East, Strike Fighter Squadron 195 (VFA-195) and Electronic Attack Squadron (VAQ-136), just to name a few.

During a typical procurement year, FISC customers may procure anything from office supplies to helicopter flights.

For example, the JPAC detachments in Laos, Vietnam and Thailand, whose mission is to achieve the fullest possible accounting of Americans missing from our nation's past conflicts, procure helicopter services in order to fly investigation teams to remote areas of these countries in order to search for remains of past conflicts.

In addition to the SAP training conference, FISC Yokosuka Contracting Department provides support to its customers throughout the year. Through FISC Yokosuka PPMAP staff, the procurement analysts manages, assists and supports its customers with their procurement needs to include answering daily procurement questions, providing guidance and interpretation of regulations, as well as performing audits of the activities' procurement programs throughout the year.

"This is a great opportunity for our customers to interact and have the SAP conference as a refresher," said William Melendez of the PPMAP office. "Contracting is a field where we need to follow regulations, procedures and guidelines. It is very important that we keep up with the latest information, especially us in OCONUS, and also to have the chance to meet with your customers in person is priceless."

FISC Yokosuka will continue to provide annual SAP training to its customers to ensure continued success of their respective missions.

FISC横須賀契約部、年次簡易調達手順（SAP）講習会講習を開催

文：レィチェル・クリーシャー、FISC横須賀契約部

横須賀補給センター（FISC）が主催する年次簡易調達手順（SAP）講習会に参加するためにラオス、シンガポール、韓国、香港、ハワイから100名を超える契約専門家および米軍監督者が、7月28、29日の両日、横須賀に集合した。

FISC横須賀契約部部長ジェームス・ゲイトン中佐および契約部部長補佐チャールズ・デュプレー氏は、FISC調達業務管理審査プログラム（PPMAP）課と協力してSAP講習会を主催した。

FISC横須賀契約部は、ペンシルバニア州メカニックスバーグに本部を置く米海軍補給システム本部（NAVSUP）から契約権限を与えられ、さらにFISC横須賀は、極東アジア担当地域に存在するFISC以外の40の団体に契約権限を委譲する。

購買、注文、あるいは米政府民間購買カードの権限を、各任務や必要に応じてカスタマーに委譲する。

More than 100 contracting professionals and military managers, from as far away as Laos, Singapore, Korea, Hong Kong and Hawaii, attend the FISC Yokosuka annual SAP training conference at Commander Fleet Activities Yokosuka July 28-29.

Photo by Kazuyuki Takagi

横須賀補給センター（FISC）が主催する年次簡易調達手順（SAP）講習会に参加するためにラオス、シンガポール、韓国、香港、ハワイから100名を超える契約専門家および米軍監督者が7月28、29日の両日、米海軍横須賀基地に集合。

写真：高木和之

FISC横須賀は、これらの団体が所在する国々に契約事務所を構えておらず、カスタマーは委譲された契約権限を行使して、各任務を完了する。各団体は、現地に職員がおり、各地で補給品やサービスを調達する。

「各地のカスタマーが、各々に契約権限を持つことは重要なことです。というのも、彼らは地元経済や言語に精通しており、その土地で購入、調達を行えば、迅速性とコスト効率が向上します。FISC横須賀は、毎年講習会を開くことでカスタマーの契約に関する知識を深めるお手伝いを支援しています」と語るデュプレー氏。

「米国政府契約規則は複雑なため、特にアメリカ合衆国本土外の環境における調達は困難な業務です。」

カスタマーは、それぞれの購買、注文、購買カードのプログラムを改善するために2日間に渡るSAP講習会に参加した。

NAVSUP上級講師ヘイゼル・サンプター、テリー・ハーモンの両氏が講習を担当。

講習内容は、購買に関する調達規則および手順、従来契約からの発注、競争意識、契約修正手順、適正価格決定、海外購買カード利用、現調達方針更新。

毎年開かれるSAP講習会は、カスタマーが購買手順を学ぶ場であるばかりでなく、極東地域の各国で同様の業務を行う購買機関と交流を図る場でもある。

今回の受講には、初めて受講するカスタマーと再受講するカスタマーが同時に参加していた。

SAP講習会に参加した団体は、ハワイの統合戦時捕虜行方不明者調査隊 (JPAC)、JAPACラオス支所およびタイ支所、米海軍横須賀病院、米海軍沖縄病院、横須賀艦船修理及び日本地区造修統括本部、統合連合軍事援助グループ、在韓米海軍司令部、在日米海軍司令部、米海軍沖縄基地、米海軍極東通信隊、第５空母航空団第４飛行隊ダムバスターズ(VFA-195)、厚木電子戦・攻撃飛行隊 (VAQ-136)など多数に及んだ。

標準的な調達年度期間中にカスタマーは、事務用品からヘリコプター飛行に至るまで様々な調達をすることが予想される。JPACラオス支所、ベトナム支所、タイ支所を例にとると、それぞれの任務は、過去の紛争で行方不明となった米軍兵の問題を可能な限り解明することであり、過去の紛争での遺骨を捜索する調査チームをこれらの国々の遠隔地に派遣するために各支所で必要なヘリコプターサービスの調達を行っている。

FISC横須賀契約部はSAP講習会以外にも年間を通して、カスタマーに支援を提供する。

FISC横須賀PPMAP課職員を介して、調達分析官は年間を通じて日々の調達に関する質問への回答、規則のガイダンスや解釈、各団体の調達プログラムの会計監査など調達に必要なものを提供し、カスタマーを管理、補佐、支援する。

PPMAP課のウィリアム・メレンデスによると、「カスタマーが交流を図ったり、あるいはSAP講習を再受講する絶好の機会です。契約は、規則、手順、ガイドラインを遵守しなければならない分野で、最新の情報を保持し続けることはとても重要なことです。特に合衆国本土外にいる私たちにとり、カスタマーと直接顔を合わせる機会はとても貴重です。」

FISC横須賀は、カスタマーが継続して各々の任務に成功を収められるように毎年SAP講習を提供し続ける。

Contract requisition cut-off dates

Due dates for expiring funds requisitions are fast approaching. Please keep the following dates in mind when submitting purchase requests for contractual action. Customers are encouraged to communicate with U.S. Fleet and Industrial Supply Center (FISC) Yokosuka personnel as early as possible in the acquisition process. This will ensure adequate lead time for market research to locate commercially available items and services, prepare documentation, evaluate offers and ensure timely delivery of products and services.

Estimated Amount	Type of Action	Due Date
$25,000 or less	Purchase/Delivery Order	Aug. 23

For more information regarding ashore requirements, contact Yoshihisa Mimaki at 243-8404 or Haruto Suzuki at 243-7622. For afloat requirement inquiries contact Jon Wester at 243-8395 or Hiroyuki Ishihara at 243-7861.