

***** UNCLASSIFIED// *****

Subject: /JOINT CONTRACTING SUPPORT BOARD FOR OPERATION
TOMODACHI//

Originator: HQ USPACOM J4(UC)

DTG: 210422Z Mar 11

Precedence: ROUTINE

DAC: General

To: PACAF CC(UC), USARPAC COMMAND CENTER(UC), USFK J5(UC),
COMSOCPAC HONOLULU HI(UC), COMMARFORPAC(UC), COMUSJAPAN YOKOTA AB
JA(UC-MFI), CCGDFOURTEEN HONOLULU HI(UC-MFI), COMPACAREA COGARD
ALAMEDA CA(UC-MFI), COMSEALOGFE SINGAPORE(UC), COMPACFLT PEARL
HARBOR HI(UC-MFI), HQ USJFCOM NORFOLK VA(UC-MFI)

cc: CDR USSTRATCOM(UC), COMNAVFORKOREA SEOUL KOR(UC), COMSC
WASHINGTON DC(MC), CDR USPACOM HONOLULU HI(UC), CJTF 519(UC-MFI),
COMSEVENTHFLT(UC-MFI), CSG JOINT STAFF WASHINGTON DC(UC-MFI),
CJCS NMCC WASHINGTON DC(UC-MFI)

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FM HQ USPACOM HONOLULU HI//J3/J4//

TO COMUSJAPAN YOKOTA AB JA//J00/J3/J4//

COMUSJAPAN YOKOTA AB JA

COMPACFLT PEARL HARBOR HI

COMUSFK SEOUL KOR//J00/J3/J4/J5//

COMPACFLT PEARL HARBOR HI//N00/N3/N4/N5// HQ PACAF JOINT BASE PH-

HICKAM HI//A00/A3/A4// PACAF CC USARPAC COMMAND CENTER USFK J5

COMSOCPAC HONOLULU HI COMMARFORPAC CAMP SMITH HI CDRUSARPAC FT

SHAFTER HI INFO JOINT STAFF WASHINGTON DC//J3/J4/J5// JCS NMCC

WASHINGTON DC CNO WASHINGTON DC//N3/N4/N5 USJFCOM GCCC NORFOLK

VA//J3/J4// CDR USSTRATCOM OFFUTT AFB NE//J3/J4// CJTF 519 J4//

COMSEVENTHFLT COMNAVFORKOREA SEOUL KOR//N00/N3/N4// COMPACAREA

COGUARD ALAMEDA CA//PAC-3// CCGDFOURTEEN HONOLULU HI//DR// COMSC

WASHINGTON DC COMSEALOGFE SINGAPORE CDR USPACOM HONOLULU

HI//J2/J3/J4/J5/J6/JOC// BT U N C L A S S I F I E D

MSGID/GENADMIN/CDRUSPACOM/-/MAR// SUBJECT/JOINT CONTRACTING

SUPPORT BOARD FOR OPERATION TOMODACHI//

REF/A/DOC/CJCS/18JUL2008// REF/B/DOC/CJCS/17OCT2008//

REF/C/DOC/USG/25SEP1995// REF/D/DOC/CJCS/08NOV2010//

REF/E/DOC/CJCS/DRAFT// REF/F/DOC/USPACOM/DRAFT// NARR/REF A IS

JOINT PUBLICATION 4-0, JOINT LOGISTICS. REF B IS JOINT

PUBLICATION 4-10, OPERATIONAL CONTRACT SUPPORT. REF C IS TITLE 10, U.S. CODE (USC), SECTION 164. REF D IS JOINT PUBLICATION 1-02, DOD DICTIONARY OF MILITARY AND ASSOCIATED TERMS, 08 NOVEMBER 2010, AS AMENDED THROUGH 31 JANUARY 2011. REF E IS DODI 3020.41 OPERATIONAL CONTRACT SUPPORT (DRAFT). REF F IS DRAFT PACOM OPERATIONAL CONTRACT SUPPORT INSTRUCTION 0601.7A.// GENTEXT/RMKS/1. WITHIN 24 HOURS OF RECEIPT OF THIS MESSAGE, USFJ WILL ESTABLISH A JOINT CONTRACTING SUPPORT BOARD (JCSB) FOR OPERATION TOMODACHI HUMANITARIAN ASSISTANCE. THE SCOPE OF THE JCSB IS TO COORDINATE AND TO DE-CONFLICT CONTRACTING ACTIONS FORWARDED BY THE JOINT REQUIREMENTS REVIEW BOARD (JRRB) WITHIN THE ESTABLISHED AREA OF OPERATION.

NOTE: ALL REQUIREMENTS REQUESTING OVERSEAS, HUMANITARIAN, DISASTER, AND CIVIC ASSISTANCE (OHDACA) FUNDS REIMBURSEMENT MUST BE APPROVED BY THE USAID/OFDA REPRESENTATIVE AT THE JRRB.

2. CONCEPT OF OPERATIONS.

2.A. PRIMARY OBJECTIVES OF THE JCSB:

2.A.1. COORDINATING AND DE-CONFLICTING CONTRACTING ACTIVITIES WITHIN THE AREA OF OPERATION.

2.A.1.A. MINIMIZING COMPETITION AMONG DOD UNITS, USAID, AND OTHER GOVERNMENT ORGANIZATIONS FOR COMMON COMMODITIES AND SERVICES WITHIN THE AREA OF OPERATION.

2.A.1.B. DETERMINING THE LEAD CONTRACTING ORGANIZATIONS FOR FULFILLMENT OF UNIT OR THEATER CONTRACTING NEEDS ASSOCIATED WITH OPERATION TOMODACHI.

2.A.1.C. ENSURING CONTRACTING SUPPORT FOR APPROVED MISSION SUPPORT PRIORITIES FOR VARIOUS COMMODITIES.

2.A.1.D. DETERMINING THE CRITERIA FOR CONTRACTS NEEDING JCSB OVERSIGHT AND ESTABLISHING AND MAINTAINING THAT CONTROL MECHANISM.

2.B. THRESHOLDS. ALL REQUIREMENTS VALIDATED AND APPROVED BY THE JRRB REQUIRING CONTRACTED SUPPORT.

2.C. BOARD COMPOSITION:

2.C.1. CHAIR:

2.C.1.A. 374 CONS/CC, SENIOR CONTRACTING OFFICIAL (SCO) FORWARD (374CONS.UCC(AT)YOKOTA.AF.MIL)

2.C.2 VOTING MEMEBERS/JCSB REPRESENTATION WILL BE DETERMINED AND MAY BE MODIFIED AT ANY TIME BY THE JCSB CHAIR, BUT WILL NORMALLY INCLUDE:

2.C.2.A. LIAISONS (OR THEIR DESGINEES) FROM ALL CONTRACTING ACTIVITIES SUPPORTING OPERATION TOMODACHI WITHIN THE AREA OF OPERATION.

2.C.3. NONVOTING ADVISORY MEMBERS WILL BE DETERMINED AND MAY BE MODIFIED AT ANY TIME BY THE JCSB CHAIR, BUT MAY POTENTIALLY INCLUDE:

2.C.3.A. GOJ NATIONAL DEFENSE BUREAU REPRESENTATIVE 2.C.3.B. SJA

2.C.3.C. USFJ J8 2.C.3.D. NON-GOVERNMENTAL ORGANIZATION REP (AS REQUIRED) 2.C.3.E. DLA REPRESENTATIVE.

2.C.3.F. DCMA REPRESENTATIVE

2.C.3.G. USACE JAPAN

2.C.3.H. NAVFAC JAPAN

2.C.3.I. FISC YOKOSUKA

2.C.3.J. RCO IWAKUNI

2.C.4. JCSB SECRETARIAT: AS DETERMINED BY THE JCSB BOARD 2.C.5. BOARD METHODOLOGY:

2.C.5.A. USFJ WILL HOLD ONE CENTRALIZED BOARD FOR JRRB APPROVED PACKETS REQUIRING CONTRACT ACTION.

2.C.5.B. THE FIRST BOARD WILL BE CONDUCTED WITHIN 24 HOURS OF THIS MESSAGE. MEETING FREQUENCY WILL BE DETERMINED AS NEEDED BY THE JCSB CHAIR.

2.C.5.C. MEETING AGENDA AND SCHEDULE WILL BE DEVELOPED AND PUBLISHED BY THE JCSB CHAIR.

2.C.5.D. MEETING PRODUCTS: THE JCSB MUST PRODUCE MEETING MINUTES AND A SUMMARY END REPORT. AT THE CONCLUSION OF OPERATION TOMODACHI, THE JCSB WILL PREPARE AN END OF OPERATION REPORT TO SUMMARIZE AND IDENTIFY AREAS FOR IMPROVEMENT/REFINEMENT. UPON COMPLETION, ALL MEETING MINUTES AND SUMMARY REPORTS WILL BE SUBMITTED TO HQ PACIFIC AIR FORCES CONTRACTING DIVISION AT PACAF.A7K(AT)HICKAM.AF.MIL.

2.C.5.E. BOARDS MAY BE CONDUCTED, IN PERSON; VIA DEFENSE CONNENCT ONLINE (DCO) AT [HTTPS://WWW.DCO.DOD.MIL](https://www.dco.dod.mil); VIA EMAIL; OR CENTRIX J PORTAL. THE BOARD SECRETARIAT WILL NOTIFY MEMBERS OF BOARD METHODOLOGY AND DATE/TIME AND OR SCHEDULE TO INCLUDE DCO MEETING ROOM URL.

2.C.6. VIRTUAL BOARD PROCEDURES: THE BOARD SECRETARIAT WILL SEND THE REQUIREMENTS PACKET TO BOARD MEMBERS WHO WILL RESPOND TO THE SECRETARIAT BY THE SUSPENSE. THE SECRETARIAT WILL CONSOLIDATE COMMENTS/RECOMMENDATIONS AND PRESENT TO BOARD CHAIR FOR SOURCING SELECTION. THE PROCESS GOAL IS TO COMPLETE THE REVIEW AND

PROVIDE AN ASSIGNMENT DECISION WITHIN 48 HOURS OF SUBMISSION OF A COMPLETE REQUIREMENTS PACKET.

3. GENERAL SHARED PROCEDURES:

3.A. JCSB REPRESENTATION: THE JCSB IS A CONTRACTING BOARD. MEMBERS SHOULD BE OF APPROPRIATE POSITION TO MAKE AUTHORITATIVE STATEMENTS AND BINDING DECISIONS ON BEHALF OF THEIR RESPECTIVE AGENCIES, COMMANDS/CONTRACTING AUTHORITIES OR ORGANIZATIONS.

4. (U) POC. PRIMARY POC IS THE SCO FORWARD (FWD), 374 CONS/CC, LT COL MICHAEL HACKMAN (MICHAEL.HACKMAN(AT)YOKOTA.AF.MIL).

ALTERNATE POC IS SENIOR CONTRACTING OFFICIAL (SCO), HEADQUARTERS PACAF A7K, COLONEL JAY CARLSON (JAY.CARLSON(AT)HICKAM.AF.MIL).

5. (U) POC. PRIMARY USPACOM POC IS CDR LUIS TREVINO, USN, J46 DSN: 315-477-7447, LUIS.TREVINO1@PACOM.SMIL.MIL.//

GENTEXT/AUTHENTICATION/CDRUSPACOM OFFICIAL: CAPT LES MARTIN, J40; DSN: 315-477-7652, LES.MARTIN@PACOM.SMIL.MIL.//

AKNLDG/YES//