



DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

APR 23 2004

In reply refer to:
I-04/003300-P2

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Use of the Security Assistance Network (DSCA Policy 04-14) [SAMM E-Change 8]

REFERENCE: Use of the Security Assistance Network (SAN) by Security Assistance Officers (SAOs) and International Military Student Officers (IMSOs) (DSCA Policy 04-04)

The referenced policy memorandum mandated that all SAOs and IMSOs use the SAN and its components to perform their assigned security assistance training management functions. This guidance, detailed in the below paragraphs, will be added to the SAMM as SAMM E-Change 8.

ADDED:

C10.10.13. Use of the Security Assistance Network (SAN). The SAN provides the primary interface for the input of data from all SAO and IMSO offices. All SAOs and IMSOs must use the SAN and its components to perform their assigned security assistance training management functions. See Chapter 13 for more information on the SAN and its components.

C10.10.13.1. SAO Use of the SAN. SAOs and SAO Training Managers must use the SAN and its components to perform the following functions: perform regular uploads of data from TMS to the SAN; enter international military student (IMS) arrival information in TMS and upload the information to the SAN; enter the training manager's contact information in TMS and upload the information to the SAN; use TMS to manage the country training program and generate invitational travel orders; use the SAO Web to access training data on-line, view remarks entered by IMSOs and MILDEPs, view current status of IMS, and access training manager information; and, use the SAO Web to submit the Counter Terrorism Fellowship Program (CTFP) Nomination Form.

C10.10.13.2. IMSO Use of the SAN. IMSOs must use the SAN and its components to perform the following functions: use the IMSO Web to retrieve IMS arrival information; provide IMSO point of contact information and detailed location information in the IMSO Web (for downloading by SAOs and viewing in the TMS system); input arrival, convening, and completion reports via the IMSO Web; input Foreign Identification Number (FIN) and other required data entries in the IMSO Web; and, input IP information in the IMSO Web.

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