



DEPARTMENT OF THE ARMY
ADMINISTRATIVE ASSISTANT TO THE SECRETARY OF THE ARMY
105 ARMY PENTAGON
WASHINGTON DC 20310-0105

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Emergency & Extraordinary Expense Authority

1. Reference. Title 10, United States Code, section 127 (Emergency and Extraordinary Expenses)

2. Purpose. This memorandum provides guidance on Emergency & Extraordinary Expenses (EEE) (limitation .0014) which is used to pay for miscellaneous expenses which cannot be anticipated or classified within the limitation of appropriations made for the purpose and are not legally objectionable. EEE cases by definition are emergency and extraordinary, unusual in nature, and the approval is highly discretionary.

3. Obtaining Approval for of EEE Authority.

a. The Secretary of the Army has delegated approval authority for the use of EEE authority to the Administrative Assistant to the Secretary of the Army (AASA). Organizations considering EEE should contact the AASA's Special Program Directorate (SPD) EEE Program Manager who is responsible for staffing Army-wide EEE requests.

b. EEE requests must have completed requests signed by the organization's senior official and submitted at least 30 days prior to the date when the authority is needed. EEE authorities that are in excess of \$500,000 require additional staffing due to the requirement for the Secretary of Defense to notify the congressional defense committees. The requests cannot be approved and obligated until a set number of congressional review days (expenditure in excess of \$500,000 five days or in excess of \$1,000,000 15 days) have elapsed from the date of notification. Since EEE requests are generally emergency in nature, shorter timelines will be accepted on a case-by-case basis.

4. For assistance and questions about this guidance, contact the SPD, EEE program manager at usarmy.belvoir.hqda-oaa.mbx.orf-eee@army.mil.

MARK F. AVERILL

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