**Letter of Request (LOR) Checklist for PEOMS C-UAS Capability**

# Requesting Country Information

## Identify intended/anticipated recipient unit for any defense articles and/or services purchased.

* + 1. Partner Nation military service (Army, Navy, Air Force)
  1. Source of Funding (FMS, FMF or Other)
  2. Request for LOA, Case amendment, or P&A?
  3. Does LOR request a Waiver for Non-Recurring Cost (NC) Charges?
     1. Justification must be provided to support this request.
  4. Is LOR requesting Sole Source Procurement
     1. Specify manufacturer.
     2. Specify manufacturer product name, description, and/ or information pamphlet.
     3. Specify applicable part number(s) for optional components.
     4. Enclose sole source request (sent to U.S. Army Security Assistance Command)
  5. Additional comments
     1. Special terms/requests (e.g. Offset requirements)
     2. Legal requirements/issues
  6. Requested delivery date (Urgent, Routine, when available)
     1. Urgency Justification, if higher than Routine
  7. Requested LOA offer timeframe.

# Threat Assessment

## Local, National, Regional (In Reference to Defended Asset)

# Hardware Requirements

* 1. Identify your concept of operations.
     1. Determine Areas, Assets or Forces effected (Critical Infrastructure, High Profile Events, Garrison Forces, Deployed Forces, etc.)
     2. Size of defended area and Keep Out Zone
     3. Desired Effect (Detect, Defeat, Destroy, etc.)
     4. Employment Environment (Unpopulated, Rural, Urban, City, etc.)
  2. Identify Key System Attributes:
     1. Desired Effectors
        1. Non-Kinetic
        2. Kinetic Gun
        3. Kinetic Missile
     2. Form Factor of Equipment
        1. Handheld
        2. Mobile /Maneuvering /Moveable
        3. Fixed Site /Permanent Installation
     3. Personnel Requirements /Limitations

1. **Procurement Requirements**
   1. What quantity of hardware are you requesting?
      1. Task/ Organization considerations
         1. Estimated Deployment (Individual support unit, assigned to Battery /Battalion /Brigade/ Corps, Homeland Defense, etc.)
         2. Add capabilities to existing formation?
         3. Create new organization or formation in defense forces?
         4. Organic sustainment requirement
   2. Are there any unique integration requirements?
      1. Level of Integration (Tactical Data Links (Link-16), Joint Range Extension Applications Protocol (JREAP), existing weapon systems/C2 centers, communication medium)
      2. Cyber Security / networking requirements
      3. Testing Requirements
      4. Site Survey Checklist
         1. Kinetic Defeat Capabilities require Site Survey checklist
   3. Are there any Communications Security (COMSEC) requirements?
      1. Encryption or Coalition interoperability requirements?
      2. What networks will the system run on?
   4. Do you have facilities to securely store the hardware and ammunition when not in use?
   5. Do you require US military construction assistance to complete structures?
2. **Logistics Support Requirements**

## Anticipated Maintenance and Logistics Support

## Levels of Maintenance desired/ required.

* 1. Logistics Sustainment Concept
     1. Internally Supported
     2. Externally Supported
     3. Line Replaceable Units
     4. Over the Shoulder or Field Service Representative Support

## Spares

## Duration (years) of spares.

* + 1. Operational tempo for hardware
  1. Is there a requirement for any non-standard equipment?

1. **Training Requirements** 
   1. Training Requirements
      1. Number of Personnel
      2. Type of Training Desired
         1. Train the Trainer
         2. Operator
         3. Maintainer
         4. Planner/ Leader Development
      3. Is there a training facility or classroom space available to accommodate students?
2. **Transportation Requirements**
   1. Does the LOR specify any special transportation instructions?
      1. Location
      2. Point of Contact at location (Ship to/Mark for)
      3. Mode of transport (air, sea, land) instructions
   2. Do you have a freight forwarder that will be responsible for the transportation of all goods and services?
   3. Does country want to use a Freight Forwarder or have USG deliver country’s location.