



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

JAN 13 2011

Office of the Assistant Secretary

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/LL, SAF/FMB

SUBJECT: Congressional New Start Notification Process

In an effort to provide a clear coordination process for new start notifications, SAF/FMB in coordination with SAF/LL developed the attached New Start Notification Business Rules. Our objective in developing these business rules is to streamline the new start notification process and provide a consistent message with synchronized delivery to both appropriation and authorization Congressional committees.

In accordance with Department of Defense Financial Management Regulation 7000.14-R, volume 3, chapter 6, sections 060401 (E) and 060403 (G), the Congressional defense committees must be notified, in writing, prior to initiation of any new start program below the threshold requiring prior approval. The Air Force may initiate the new program after the expiration of the 30-day notification period unless an objection is received from a committee. SAF/FMB and SAF/LL are the signature authorities for new start notification letters and approve the attached business rules for the new start notification coordination process.

We appreciate your support in distributing these business rules throughout your organization and request your assistance in improving our message to Congress. If you have questions please contact Mr. Frank Donnelly, SAF/FMBIZ, (703) 695-0009, DSN 225-0009, frank.donnelly@pentagon.af.mil.

LORI J. ROBINSON  
Major General, USAF  
Director, Legislative Liaison

ALFRED K. FLOWERS, Maj Gen, USAF  
Deputy Assistant Secretary (Budget)

Attachment:  
New Start Notification Business Rules

cc:  
SAF/FM

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