



**DEPARTMENT OF THE ARMY**  
**OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY**  
**ACQUISITION LOGISTICS AND TECHNOLOGY**  
103 ARMY PENTAGON  
WASHINGTON DC 20310-0103

SAAL-ZN

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY22 U.S. Army Cancellation Charge Policy

1. References:

a. DSCA Manual 5105.38-M, C10.15.1 (Charges for Course Cancellations or Withdrawals), 30 April 2012.

b. AR 12-15 (Joint Security Cooperation Education and Training) Chapter 5, Section II, Forfeiture Charge, 3 January 2011.

2. The annual supplemental instructions regarding charges for cancelling or rescheduling Army-managed Security Assistance Training in FY22 is enclosed.

3. The POCs for DASA DE&C are Mr. William Lahue, Senior Policy Officer, International Training at 703-693-8272 or [william.e.lahue.civ@army.mil](mailto:william.e.lahue.civ@army.mil); and Ms. Catherine Dakin, Security Assistance Training Policy Specialist at [catherine.dakin.civ@army.mil](mailto:catherine.dakin.civ@army.mil). The POC for TRADOC is Mr. Steven D. Hall, International Military Student Analyst, Security Assistance Training Field Activity (SATFA) at 757-501-5045 or [steve.d.hall68.civ@mail.mil](mailto:steve.d.hall68.civ@mail.mil).

Encl

ELIZABETH F. WILSON  
Deputy Assistant Secretary of the Army  
for Defense Exports and Cooperation

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Director, U.S. Army Training and Doctrine Command, Security Assistance Training Field Activity