



DEPARTMENT OF THE NAVY  
OFFICE OF THE ASSISTANT SECRETARY  
RESEARCH, DEVELOPMENT AND ACQUISITION  
1000 NAVY PENTAGON  
WASHINGTON DC 20350-1000

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MEMORANDUM FOR DEPARTMENT OF THE NAVY PERSONNEL

Subj: MARCH 2007 EDITION OF THE ACQUISITION PLAN GUIDE (APG)

This edition of the APG is issued to assist requirements activities and contracting officers in preparing Acquisition Plans (APs). Use of the APG will provide reasonable assurance that APs address the appropriate issues of DoDD 5000.1, DoDI 5000.2, SECNAVINST 5000.2C, the Federal Acquisition Regulation (FAR), the Defense FAR Supplement (DFARS), and the Navy Marine Corps Acquisition Regulation Supplement (NMCARS). Its use is discretionary, but is encouraged.

In accordance with existing Department of the Navy policy, AP approval authorities, *i. e.*, HCAs, PEOs, and DRPMs or their designees, are the designated authorities for the format and content requirements of APs. Further, this Guide does not establish or impose any requirement that is not otherwise found in existing regulations, directives or instructions.

I fully support efforts to improve the acquisition process and encourage you to make recommendations to enhance the usefulness of the APG and make it more beneficial to those responsible for acquisition planning. The APG is a living document available at <http://acquisition.navy.mil/rda/content/view/full/61>. Your recommendations to enhance the APG may be made through the webmaster or submitted to DASN(ACQ), 1000 NAVY PENTAGON BF992, WASHINGTON DC 20350-1000.

A handwritten signature in black ink, appearing to read "M. J. Brown".

M. J. BROWN  
RDML, SC, USN  
DASN(ACQ)