



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY MEDICAL COMMAND  
2050 WORTH ROAD  
FORT SAM HOUSTON, TEXAS 8234-6000

REPLY TO  
ATTENTION OF

S: 28 December 2001

23 October 2001

MCLO-LS

**MEMORANDUM FOR COMMANDERS, MEDCOM ACTIVITIES/MEDCOM RMCS/  
CHIEFS, STAFF OFFICES**

**SUBJECT: Implementation of Paperless Requirements System (PRweb)**

1. Purpose: To provide policy for the implementation of AcquiLine PRweb.

2. Background

a. The Deputy Secretary of Defense directed, through Management Reform Memorandum #2, dated 21 May 1997, that each Service establish a paper-free acquisition process to support more efficiently our forces in the field. Specifically, the Deputy Secretary of Defense tasked each Service "to simplify and modernize . . . acquisition process in the areas of contract writing, administration, finance, and auditing." Through a 29 July 1997 Addendum, the Deputy Secretary of Defense "determined that in order to achieve successful implementation in this area, the logistics community needs to be included in this effort." Originally, the Services were given until 1 January 2000 to be 90 percent paperless; however, the deadline has since been extended until 31 December 2001.

b. In January 1999, the Department of the Army, Deputy Chief of Staff for Logistics (DA DCSLOG) accepted functional proponency for determining requirements and fielding a generation tool throughout the Army. In May 1999, the DA DCSLOG selected AcquiLine (now PRweb), an American Management System (AMS) developed commercial off-the-shelf system, as the Army's purchase request generator for services and transactions that did not originate in the logistics standard support systems.

c. In a 3 August 1999 joint memorandum, the Secretary of the Army and the Army Chief of Staff officially supported the overall paperless acquisition requirement and directed that the Standard Procurement System (SPS) would be the only authorized contract writing system in the Army (unless a specific waiver was granted) effective 1 January 2000. The PRweb module directly interfaces with SPS from the user level.

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3. Scope: PRweb will be used to generate contract services and procurement requests; TAMMIS or DMLSS Release 3 will be used to generate and process supply and equipment transactions.

4. Policy: This message directs the use of AcquiLine PRweb within USA MEDCOM in lieu of initiating either the DA Form 3953 (Purchase Request and Commitment) or any other locally generated form or automated process when initiating local purchase requests. USA MEDCOM will centrally fund regional logistics systems analysts to implement and optimize legacy and future logistics automated information systems and technologies. After the initial two-year period, the responsibility for funding transitions to the Regional Medical Commands.

5. As we migrate to paperless contracting, the Director for Logistics will provide further guidance on policy and procedures to be incorporated with all future training of PRweb. This information will be located on the DOL/ACSLOG information portal [www.fedlogspt.com](http://www.fedlogspt.com).

6. The PRweb Action Officer and point of contact is CPT David Sloniker or Mr. Robert Lynch, Office of the Assistant Chief of Staff for Logistics, Logistics Systems, DSN 471-7052, or commercial (210) 221-7052 or email [cpt.david.sloniker@cen.amedd.army.mil](mailto:cpt.david.sloniker@cen.amedd.army.mil)

FOR THE COMMANDER:



PATRICK D. SCULLEY  
Major General  
Chief of Staff