

External Customer Facing Services

Overall Description	Service List
Acquisition Services: Including contracting or procurement services, and purchase cards	Acquisition Planning and Contract Award (Pre-Award)
	Acquisition Oversight and Compliance or Contract Management
	Contract Administration (Post-Award), including modification and contract close out
	Purchase card
	Other
Ceremony and Events Management: Including full life-cycle supervision of planning, coordination, and execution of all major events	
Executive Services: Including DoD issuances, records management, FOIA, privacy, information collection, security review	Declassifications
	Forms Program
	Freedom of Information Act (FOIA)
	Information Collections Program
	Issuance Program
	Privacy
	Records Management
	Security Review for Public Release
Equal Employment Opportunity Programs (EEOP): Including complaints and adjudication, affirmative employment and diversity, and proactive initiatives	Other
	Alternative Dispute Resolution and Proactive Initiatives
	Affirmative Employment and Diversity
	Compliance and Adjudication, including EEO complaints
Facilities and Building Management Services: Including office space, maintenance, moves and landlord services	Other
	Engineering and Construction Management, including Facility Construction, Safety and Compliance Support
	Facility Operations and Maintenance Services
	Space Management, including Space Management, Facility Business Intelligence Support, Project Management.
Finance Services: Including budget, invoices, accounting, manpower	Other
	Accounting and Audit
	Disbursing
	Execution and Funds Control
	Manpower Management
	Payroll
	Programming and Budgeting
	Other
	Benefits: including Life Events, Separation & Retirement, Work-life Programs, Campaigns

Human Resources Services: Including hiring and personnel actions, benefits, retirement, training, performance management, Ombudsman	Hiring and Staffing: including Special Employment Programs, Accommodations
	Labor Management Employee Relations
	MILPERS (Personnel Actions & Awards)
	Performance and Awards
	Personnel Security
	Policy Development
	Training and Development
	Other
Library and History Services: Including DoD Leadership Support, History Publications, Pentagon Library	DoD Leadership Support
	History Publications
	Pentagon Library
	Other
Transportation Services: Including parking at the Pentagon and Mark Center, Shuttle Bus, and Mass Transit Benefits	Parking at the Mark Center
	Parking at the Pentagon
	Shuttle Bus
	Mass Transit Benefits
	Other

Additional examples or description of the service(s)

[illegible]
