

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)						Form Approved OMB No. 0704-0188	
<small>The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.</small>							
A. CONTRACT LINE ITEM NO. X010		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. A001	2. TITLE OF DATA ITEM Contractor's Standard Operating Procedures			3. SUBTITLE Standard Operating Procedures - Basic			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81580			5. CONTRACT REFERENCE See Blk 16		6. REQUIRING OFFICE AFSC/PZIY		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED NA	10. FREQUENCY See Blk 16	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION			
8. APP CODE NA		11. AS OF DATE See Blk 16	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE		b. COPIES	
						Draft	Final
						Reg	Repro
16. REMARKS Note: CDRL IS APPLICABLE TO THE BASIC CONTRACT. FIRST SUBMISSION IS NLT 30 CALENDAR DAYS AFTER BASIC CONTRACT AWARD. 1. Block 5: PWS Para 4.6.2.1.1, 6.2, 6.2.1 2. Block 10: CDRL is submitted once, revisions submitted as they occur. 3. Block 11: As of Date shall be 30 days after first task order award. 4. Block 12: 30 Days after first task order award. SEE NOTE ABOVE 5. Block 13: If a re-submission is necessary, the date shall be the date the plan is re-submitted. IF THERE ARE NO OPEN TASK ORDERS, REVISION SUBMITTALS SHALL BE DUE AT THE NEXT TASK ORDER AWARD. 1. PWS 4.3.2.1: "SOPs are the Contractor's internal policies and detailed procedures, to include quality procedures, which provide the guidance and instructions for CFT activities." This CDRL is applicable to the SOPs governing the contractors CFT program, mission and activities, but not Task Order specific. 2. DID paragraph 3: Delete last sentence beginning with "The SOPs shall contain all..." 3. DID paragraph 3.(a), (b), (c), (d), (e), (f): Delete 4. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients. Subject line of CDRL email shall read: (D-Last four digits of contract number) CDRL A002 (Year) (Month) Example: D-0012 CDRL A002 2016 May. 5. If this CDRL is available online via the contractor's web based program, the contractor shall provide permissions, passwords, etc. in ample time for the CDRL to meet its delivery specifications. <div style="text-align: center; font-size: 2em; font-weight: bold; margin-top: 20px;">D-R-A-F-T</div>				See Blk 16			
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

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A. CONTRACT LINE ITEM NO. X010		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. A003	2. TITLE OF DATA ITEM Work Management Plan				3. SUBTITLE Personnel Report		
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80004A			5. CONTRACT REFERENCE See Blk 16		6. REQUIRING OFFICE AFSC/PZIY		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED NA	10. FREQUENCY MTHLY	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION			
8. APP CODE NA		11. AS OF DATE EOM	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE	b. COPIES		
					Draft	Final	
					Reg	Repro	
16. REMARKS Note: THIS CDRL COMBINES ALL TASK ORDERS AND IS SUBMITTED AS ONE CDRL UNDER THE BASIC CONTRACT. SUBMITTALS ARE NOT DUE IF THERE ARE NO ACTIVE TASK ORDERS. IN THIS INSTANCE, SUBSEQUENT SUBMITTALS WILL BEGIN THE LAST DAY OF THE MONTH OF THE NEXT TASK ORDER POP START 1. Block 5: PWS Para 4.2.1, 6.2.3 2. Block 12: The last day of any month with an active task order labor PoP 3. Block 13: Last calendar day of the month 4. DID Requirements section: Delete paragraphs 3.1, 3.2, 3.4, 3.5, 3.6a., 3.7 5. DID Requirements section, paragraph 3.6b is clarified to read: "The report shall be presented as an Excel file, each task order shall be on a separate tab. There shall be a roll-up tab detaining all task Orders combined. If the contractor submits a protected file, an unprotected file must also be submitted. As a minimum, report shall contain the following data for each task order : a. Task Order number b. Skill Classification Required c. Number of b. to meet Minimum Team Compliment d. Number of b. assigned (include TDY personnel in the assigned count) e. For any of b. vacant, contractor shall provide : Name of person previously assigned. Date of vacancy, reason for vacancy: Reassigned, Released, Resigned, or Retired. If never filled, indicate "NF" f. Name and previous position if reassigned to fill a vacancy. g. Notes/Comments 6. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients. Subject line of email shall read: (D- Last four digits of contract number), CDRL A003, (Year) (Month) Example: D-0005, CDRL A003, 2016 Mar <div style="font-size: 2em; font-weight: bold; text-align: center;">D-R-A-F-T</div>				See Blk 16			
				CFT PMO	1		
				Task Order COR	1		

17. PRICE GROUP

NA

18. ESTIMATED
TOTAL PRICE

NA

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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A. CONTRACT LINE ITEM NO. X010	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER _____
D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR

1. DATA ITEM NO. A004	2. TITLE OF DATA ITEM Contractor's Standard Operating Procedures	3. SUBTITLE Standard Operating Procedures – Task Order
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4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81580	5. CONTRACT REFERENCE See Blk 16	6. REQUIRING OFFICE AFSC/PZIY
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7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY See Blk 16	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION		
8. APP CODE NA	NA	11. AS OF DATE See Blk 16	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE	Draft	b. COPIES
						Final
						Reg
						Repro

16. REMARKS Note: CDRL IS APPLICABLE TO THE TASK ORDER. FIRST SUBMISSION IS NLT 7 CALENDAR DAYS AFTER START OF TRANSITION PERIOD. 1. Block 5: PWS Para 4.6.2.2.1, 6.2.4 2. Block 10: CDRL is submitted once, revisions submitted WITHIN 3 DAYS as they occur. 3. Block 11: Within 7 days after start of transition period. 4. Block 12: Within 7 days after start of transition period. 5. Block 13: Within 3 days of revision or change. If a re-submission is necessary, the date shall be the date the plan is re-submitted. 6. This CDRL is applicable to the SOPs governing the contractors CFT program, mission and activities. 7. Block 14: This CDRL shall be sent electronically COR. Subject line of CDRL email shall read: (F-(Task Order Year)-Last four digits of Task order number) CDRL A004 (Year) (Month) Example: F-23-0012 CDRL A004 2016 May <div>D-R-A-F-T</div>	15. TOTAL			

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

G. PREPARED BY			H. DATE		I. APPROVED BY		J. DATE				
CONTRACT DATA REQUIREMENTS LIST (1 Data Item)						Form Approved OMB No. 0704-0188					
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A. CONTRACT LINE ITEM NO. X010			B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____						
D. SYSTEM/ITEM			E. CONTRACT/PR NO.			F. CONTRACTOR					
1. DATA ITEM NO. A006		2. TITLE OF DATA ITEM Contract Funds Status Report				3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81468A			5. CONTRACT REFERENCE PWS Para 4.1.1 and 6.2.6			6. REQUIRING OFFICE AFSC/PZIY					
7. DD 250 REQ LT		9. DIST STATEMENT REQUIRED NA		10. FREQUENCY MTHLY		12. DATE OF FIRST SUBMISSION See Blk 16					
8. APP CODE NA				11. AS OF DATE EOM		13. DATE OF SUBSEQUENT SUBMISSION 10 th DOM					
16. REMARKS Note: CDRL IS APPLICABLE TO TASK ORDERS ONLY 1. Block 10 of DID, Preparation Instructions, is modified to include only para 10.1 and 10.2.13 2. DID paragraph 10.2.13: Delete "in the first column" and all words after and including "In succeeding columns..." 3. Government approved contractor electronic format is acceptable. An example of acceptable is attached. 4. The CFSR shall at a minimum contain the following: a. Task Order Number b. ACRN c. CLIN and Sub-CLIN Note: Items funded at CLIN and sub-CLIN levels shall be tracked and reported at the CLIN and Sub-CLIN level. d. Funding obligated (by modification) e. Funding committed, not invoiced f. Funding invoiced g. Funding committed total (f + g) g. Percentage of funds Committed and Invoiced (to better identify 85% total funds committed) h. Funding available (d - g) i. Percentage of obligated funds available 5. Block 12: First Submission (for Government approval) shall be 10 days after task order award. 6. Block 13 continued: Example: May 31 report is due nlt 10 Jun . 7. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients. 8. Subject line of email shall read: (F-task order year-Last four digits of task order number) CDRL A006 (Year) (Month) Example: F-23-0012 CDRL A006 2023 May <div style="text-align: center; font-size: 2em; font-weight: bold;">D-R-A-F-T</div>						14. DISTRIBUTION					
						a. ADDRESSEE		b. COPIES			
								Draft		Final	
								Reg		Repro	
15. TOTAL											

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

Contractor XYZ
Task Order 0157-0010

A006 CONTRACTOR FUNDS STATUS REPORT (Example)

CLIN/Sub- CLINs 0001	Action	ACRN	Action Value	Funding Obligated	Funding Committed, not invoiced	Funding Invoiced	Funding Committed Total	Percentage of Funds Committed and Invoiced	Available Funds	Percentage of Available Funds
0001	0001AA	Award	AA	\$ 700,000.00	\$ 100,000.00	\$ 500,000.00	\$ 600,000.00	86%	\$ 100,000.00	14%
	0001AA			\$ 700,000.00						
	0001AB			\$ 960,000.00	\$ 10,000.00	\$ 20,000.00	\$ 30,000.00	3%	\$ 970,000.00	97%
	0001AB			\$ 1,000,000.00						
	0001AB			\$ (50,000.00)						
	0001AB			\$ 10,000.00						
0002	0002AA	Award	AC	\$ 700,000.00	\$ 100,000.00	\$ 550,000.00	\$ 650,000.00	93%	\$ 50,000.00	7%
				\$ 700,000.00						
0003	0003AA	Award	AD	\$ 800,000.00	\$ 100,000.00	\$ 500,000.00	\$ 600,000.00	75%	\$ 200,000.00	25%
				\$ 800,000.00						
	0003AB	Award	AD	\$ 100,000.00	\$ 10,000.00	\$ 70,000.00	\$ 80,000.00	80%	\$ 20,000.00	20%
				\$ 100,000.00						
0004	0003AC	Award	AD	\$ 700,000.00	\$ 1,000.00	\$ 300,000.00	\$ 301,000.00	43%	\$ 399,000.00	57%
				\$ 700,000.00						
0004		Award	AA	\$ 400,000.00	\$ 1,000.00	\$ 300,000.00	\$ 301,000.00	75%	\$ 99,000.00	25%
				\$ 400,000.00						

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A. CONTRACT LINE ITEM NO. X010		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. A007	2. TITLE OF DATA ITEM Transition Plan			3. SUBTITLE Task Order Transition Plan			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80790			5. CONTRACT REFERENCE See Blk 16		6. REQUIRING OFFICE AFSC/PZIY		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/R	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION			
8. APP CODE NA	NA	11. AS OF DATE See Blk 16	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE		b. COPIES	
						Draft	Final
						Reg	Repro
16. REMARKS				See Blk 16			
Note: CDRL IS APPLICABLE TO TASK ORDERS ONLY. IT WILL BECOME AN ATTACHMENT TO THE TASK ORDER.							
1. Block 5: PWS Para 4.2.1, 6.6							
2. Block 11: Determined by the Task Order							
3. Block 12: Determined by the Task Order							
4. Block 13: If a re-submission is necessary, the date shall be the date the plan is re-submitted							
5. DID Section 3.1: Remove words "when transitioning from development to production"							
6. Delete all of DID Section 10.1, 10.2.1, 10.2.2 and 10.2.4							
7. DID Section 10.2.3: Remove words "including those templates outlined in DoD 4245.7-M".							
8. NOTE: DID Section 10.2.3 "All program transition activities" will be identified in each task order							
9. DID Section 10.3.3.3 is simplified to read: The Transition Plan shall address the items identified in the Task Order and shall be reflected in a time-phased (milestone) schedule.							
10. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients.							
Subject line of email shall read: F-(Task Order Year)-Last four digits of Task Order number) CDRL A007 (Year) (Month)							
Example: F-23-0012 CDRL CDRL A007 2023 Mar							
D-R-A-F-T							
				15. TOTAL			
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

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A. CONTRACT LINE ITEM NO. X010		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____				
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR			
1. DATA ITEM NO. A008	2. TITLE OF DATA ITEM Status Report			3. SUBTITLE Task Order Transition Status Report				
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368A			5. CONTRACT REFERENCE See Blk 16		6. REQUIRING OFFICE AFSC/PZIY			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/R	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION				
8. APP CODE NA	NA	11. AS OF DATE See Blk 16	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE		b. COPIES		
						Draft	Final	
						Reg	Repro	
16. REMARKS Note: CDRL IS APPLICABLE TO TASK ORDERS ONLY 1. Block 5: PWS Para 4.3.2, 6.2.8 2. Block 11: Determined by the Task Order 3. Block 12: Determined by the Task Order 4. Block 13: If a re-submission is necessary, the date shall be the date the plan is re-submitted 5. DID section "Use/Relationships" first paragraph: Delete the words "...and the resources expended" 6. Delete all of DID section "Requirements" paragraph 2.1. 7. DID section "Requirements" paragraph 3.1: Delete the word "technical". 8. DID Section 10.3.3.3 is simplified to read: A comparison of achieved performance capabilities against the Transition Plan Milestones submitted as CDRL A007". 9. DID section "Requirements" paragraph 3.2.1(c): Delete the word "technical". 10. DID section "Requirements" paragraph 3.2.1(d) and (e): Delete 11. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients. Subject line of email shall read: F-(Task Order Year)-Last four digits of Task Order number) CDRL A008 (Year) (Month) Example: F-23-0012 CDRL A008 2023 Mar <div>D-R-A-F-T</div>				See Blk 16				
15. TOTAL								
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE		

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

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A. CONTRACT LINE ITEM NO. X010			B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____					
D. SYSTEM/ITEM			E. CONTRACT/PR NO.			F. CONTRACTOR				
1. DATA ITEM NO. A009		2. TITLE OF DATA ITEM Quality Assurance Program Plan				3. SUBTITLE Mgmt Plan: Quality Control Plan				
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-81794A			5. CONTRACT REFERENCE See Blk 16			6. REQUIRING OFFICE AFSC/PZIY				
7. DD 250 REQ LT		9. DIST STATEMENT REQUIRED NA		10. FREQUENCY ONE/R		12. DATE OF FIRST SUBMISSION See Blk 16		14. DISTRIBUTION		
8. APP CODE NA				11. AS OF DATE See Blk 16		13. DATE OF SUBSEQUENT SUBMISSION See Blk 16		a. ADDRESSEE		
								b. COPIES		
								Draft		
								Reg		
								Repro		
16. REMARKS Note: CDRL IS APPLICABLE TO TASK ORDERS ONLY 1. Block 5: PWS Para 4.6.3, 6.2.9 2. Block 11: Shall be the date the plan is accepted by the site COR. 3. Block 12: The date the plan is FIRST submitted to the site COR for acceptance and shall be submitted in such time as to allow for final acceptance within 30 days of Task Order PoP start. 4. Block 13: The date a revision is accepted by the COR IF a revision is necessary after initial plan acceptance. 5. All DID references to Quality Assurance Program Plan are to be read as Quality Control Plan. 6. Should there be a reference in the DID to an effort that is not included in the Task Order, it is not applicable to this CDRL. For example, DID references to production, manufacturing, purchasing, are applicable if the Task Order includes those efforts for production, manufacturing, purchasing. 7. DID paragraph 3.1: Delete the "A" from ISO 9100A 8. DID paragraph 3.12: Delete 9. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil for distribution to recipients. Subject line of email shall read: F-(Task Order Year)-Last four digits of Task Order number) CDRL A009 (Year) (Month) Example: F-23-0012 CDRL A009 2023 Mar In addition to the electronic copy, the Site COR shall receive a hard copy if so requested. <div>D-R-A-F-T</div>						See Blk 16				
15. TOTAL										
G. PREPARED BY			H. DATE		I. APPROVED BY		J. DATE			

17. PRICE GROUP NA
18. ESTIMATED TOTAL PRICE NA

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A. CONTRACT LINE ITEM NO. X010		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____			
D. SYSTEM/ITEM			E. CONTRACT/PR NO.		F. CONTRACTOR		
1. DATA ITEM NO. A015	2. TITLE OF DATA ITEM Status Report			3. SUBTITLE Travel Report/Voucher Report			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368A			5. CONTRACT REFERENCE See Blk 16		6. REQUIRING OFFICE AFSC/PZIY		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY See Blk 16	12. DATE OF FIRST SUBMISSION See Blk 16	14. DISTRIBUTION			
8. APP CODE NA	NA	11. AS OF DATE See Blk 16	13. DATE OF SUBSEQUENT SUBMISSION See Blk 16	a. ADDRESSEE		b. COPIES	
						Draft	Final
						Reg	Repro
16. REMARKS 1. CDRL IS APPLICABLE TO TASK ORDERS ONLY 2. Block 5: PWS Para 5.5, 6.2.19 3. Block 11: Determined by the Task Order 4. Block 12: Determined by the Task Order 5. Block 13: If a re-submission is necessary, the date shall be the date the report is re-submitted. 6. DID Tailoring to only include the following data: a. For trip report: summary of trip, contract number with task number, CLIN billed, Government Reps present. b. Trip expense estimate (IAW JTR) c. Trip Voucher, all expenses incurred (IAW JTR) 7. Block 14: This CDRL shall be sent electronically to email: TBD@us.af.mil Subject line of email shall read: D-(Last four digits of contract number), F-(year of TO) - (Last 4 digits of Task Order Number) CDRL A015 (Year) (Month) (Submission or Re-submission Day) Example: D- 0012 F-23-0054 CDRL A015 2016 Mar 23 <div>D-R-A-F-T</div>							
15. TOTAL							
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	

17. PRICE GROUP

NA

18. ESTIMATED
TOTAL PRICE

NA

