

## DCMA Manual 2501-01

# **Contract Receipt and Review**

Office of Primary Responsibility	Contract Maintenance Capability
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**Purpose:** This issuance, in accordance with the authority in DoD Directive 5105.64, "Defense Contract Management Agency (DCMA)":

- Implements policies established in DCMA Instruction 2501, "Contract Maintenance"
- Establishes procedures for the identification of contract requirements
- Establishes procedures for the identification of contract defects and deficiencies

## **SUMMARY OF CHANGES**

This Manual has substantive changes. The most notable changes are as follows:

- Updated to align with DCMA Manual 4502-02, "Workload Acceptance"
- Updated to align with DCMA Manual 2101-04, "Delegate Surveillance"
- Updated Paragraph 3.8

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## **SECTION 1: GENERAL ISSUANCE INFORMATION**

**1.1. APPLICABILITY.** This issuance applies to all DCMA activities involved with contract administration services (CAS). Exceptions to this Manual apply to DCMA Special Programs Command (DCMAS). Special Access Programs (SAP) and Sensitive Compartmented Information (SCI) contracts must be processed in accordance with (IAW) DCMAS and customer security requirements following the intent of this Manual.

#### 1.2. POLICY. It is DCMA policy to:

a. Conduct an initial review of contracts assigned to DCMA within 30 calendar days of receipt. This review assures contracts are assigned to the correct personnel within DCMA as well as identifies contract requirements for which DCMA Functional Specialists provide surveillance and oversight of contract compliance.

b. Ensure Functional Specialists properly review, identify, and document contract requirements associated with their area of responsibility.

c. Conduct Contract Receipt and Review (CRR) consistent with Federal Acquisition Regulation (FAR) Subpart 42.201; Defense Federal Acquisition Regulation Supplement (DFARS) Subpart 242.202; DoD Directive 5105.64, "Defense Contract Management Agency (DCMA);" and DCMA Instruction (DCMA-INST) 2501, "Contract Maintenance."

d. Promote an environment of cross functional integration during requirements identification.

e. Execute this Manual in a safe, efficient, effective, and ethical manner.

## **SECTION 2: RESPONSIBILITIES**

### 2.1. CONTRACT MANAGEMENT OFFICE (CMO) COMMANDER/DIRECTOR.

Ensures necessary resources are available for the identification of contractual requirements.

**2.2. FUNCTIONAL GROUP LEADS.** Implement the process defined within this manual to identify and document contract requirements within the agency system of record for CRR for their organization's workload.

**2.3. FIRST LEVEL SUPERVISOR (FLS).** The FLS must ensure maintenance of the Contract Management Team (CMT). Additionally the FLS must ensure employee workload assignments are made, coordinated, communicated, and that internal controls are implemented to ensure CRR is performed within scheduled timeframes in the agency system of record.

**2.4. ADMINISTRATIVE CONTRACTING OFFICER (ACO).** The ACO identifies functional key contract requirements (KCR) and functional contract requirements at the contract or Contract Line Item Number (CLIN) level, issues modifications, reviews and approves Contract Deficiency Reports (CDR), makes Postaward Orientation (PAO) determinations when required or upon request of the Procurement Contracting Officer (PCO) or Functional Specialists, executes modifications in support of the Workload Acceptance (WA) process, IAW DCMA Manual (DCMA-MAN) 4502-02, "Workload Acceptance," as required, and ensures CRR is performed within the scheduled timeframes.

**2.5. FUNCTIONAL SPECIALIST.** The Functional Specialist for their Functional Area (e.g., Contract Administrator, Industrial Specialist, Procurement Technician, Property Administrator, Quality Assurance Specialist, Engineer, or Earned Value Management Specialist) identifies and forwards potential WA issues to their WA Lead (WAL), initiates and prepares CDRs for ACO approval, and forwards Mechanization of Contract Administration Services (MOCAS) input errors to the Data Integrity Screening (DIS) Personnel for correction when applicable. The Functional Specialist also identifies functional KCRs and functional contract requirements at the contract, CLIN, or schedule level, must be aware of requirements identified by other functional specialists, makes a postaward recommendation as required, and ensures CRR is performed within the scheduled timeframes.

### **SECTION 3: CONTRACT REVIEW**

**3.1. GENERAL GUIDANCE.** CRR is the process by which DCMA receives and reviews contracts and modifications to identify customer requirements for CAS. Assignment of contract administration and functions are governed by FAR 42.202, FAR 42.302, DFARS 242.202, and DFARS 242.302 (see Resource Page).

a. DCMA performs CAS for DoD components, International Organizations, Foreign Governments, and other authorized Federal agencies under OSD direction IAW DoD Directive 5105.64.

b. If, during CRR the Functional Specialist identifies a contract that should be included on the WA Tracker, an error is identified that would change the WA decision, or there is a concern about resources needed to perform CAS, the Functional Specialist will provide the contract to their assigned WAL for processing IAW DCMA-MAN 4502-02.

**3.2. CONTRACT RECEIPT.** IAW DFARS Procedures, Guidance, and Information (PGI) 204.201(3)(i), issuing offices must distribute contracts and modifications electronically. DCMA retrieves electronic information for contracts and modifications that have been assigned to DCMA for administration to populate its systems to begin the contract administration process.

#### 3.3. CRR ASSIGNMENT.

**a. Workload.** Workload is assigned by the FLS and can be based on programs, facilities and geographic areas. Routing assignments must be managed on a continuous basis to ensure that mission objectives are met, skillsets and competencies are assigned appropriately, and that resources are efficiently and effectively managed.

**b.** Contract Routing. Contracts are routed to specific Functional Specialists for CRR based upon requirements identified in the contract and the associated mapping within CMT. At a minimum, one Functional Specialist within each of these functional areas (i.e., Contracts, Quality Assurance, and Engineering & Manufacturing) must have routing established at the CMO DoD Activity Address Code level. This allows for routing of new contracts/contractors that do not have an established CMT profile. See the Resource Page for additional guidance on routing under "Support Documents."

**c. CRR Metric.** Contracts assigned to DCMA for contract administration must be reviewed within 30 calendar days of receipt. For purposes of calculating the 30-day time frame, the date the contract is received is defined as the date a CRR task is generated in the Agency's system of record for CRR (see the Resource Page under "Support Documents" for identification of this system).

**d.** Multi-functional Review. During contract review, if a Functional Specialist determines that a contract requirement was not identified, and subsequently not routed to that function, they are to notify the specific function of the requirement.

**3.4. WORKLOAD PRIORITIZATION (WP) CRITERIA FOR CRR.** DCMA utilizes a risk-based determination for contract review. The three types of reviews are:

**a. Review Not Required.** Contracts that meet the requirements established on the "WP Filter Info" tab of the CRR Job Aid (located on the Resource Page under "Required Documents, Forms and Templates") do not require review or documentation.

**b.** Review Required. Contracts that do not meet the WP Filter criteria require review and documentation by the applicable Functional Specialist.

**c.** Limited Review. When a contract is received with a final delivery date prior to the expiration of the 30-day window for CRR and the contract is delivered complete within the 30-day window for CRR, the final acceptance in Wide Area Workflow indicates that the receiving report information matches the contract. This acceptance fulfills the requirement for CRR.

#### 3.5. INCORRECT CONTRACT ASSIGNMENT.

**a. CRR Incorrectly Assigned to the Functional Specialist.** As soon as this is recognized, the Functional Specialist should notify their FLS. The FLS will review the assignment to determine the responsible Functional Specialist and reassign it accordingly. The 30-day CRR time period is not reset upon reassignment to another Functional Specialist. The FLS must ensure the CMT is updated to reflect the correct reassignment.

**b.** Contract Assigned to Incorrect CMO. If a contract has been assigned to an incorrect CMO, the Functional Specialist that discovers the mistake must notify the cognizant ACO to issue an administrative modification correcting the administration office to the proper CMO IAW the CAS Directory. Additionally, the Functional Specialist must create a CDR IAW DFARS PGI 204.270-2(c)(4)(i).

**c.** Non-Mission Work. DCMA-MAN 4502-02 identifies DCMA Mission Work. The Functional Specialist(s) receiving work for CRR that they believe was erroneously assigned to DCMA must notify their CMO/Center WAL so the work can be processed pursuant to DCMA-MAN 4502-02.

**3.6. IDENTIFYING CONTRACT REQUIREMENTS.** In order for DCMA Functional Specialists to provide surveillance and oversight of contract compliance, timely identification of contract requirements is necessary. During the Functional Specialist's review of the contract/modification, to include any attachments such as the Contract Data Requirements List (CDRL), Statement of Work (SOW), drawings, technical data packages etc., the Functional Specialist will identify functional specific requirements, also known as KCRs. For a list of KCRs broken down by function, please see the CRR Job Aid located on the Resource Page under "Required Documents, Forms and Templates." Documentation of the Functional Specialist's validated contract requirements will be maintained in the Agency system of record for record retention. Additionally, due to the extensive, detailed technical requirements of Navy Special Emphasis Program contracts, Naval Special Emphasis Operations Quality Assurance Representatives must document all CRR pursuant to DCMA-MAN 2301-05, "Navy Special

Emphasis Program." In addition to identifying KCRs, Functional Specialists must be aware of other contract requirements, such as contract deliverables, delivery schedule data, payment data, etc., that is maintained in the Agency's payment and administration system. These contract requirements will be reviewed and validated during DIS. For more information on DIS, please see DCMA-MAN 2501-05, "MOCAS Data Integrity Screening."

**3.7. OTHER PLACES OF PERFORMANCE.** In some instances, contracts awarded to the prime contractor will identify other places of manufacture. Functional Specialists often refer to these contracts as Place of Performance or "PoP" contracts. The responsibility to perform CRR for contracts and modifications resides with the applicable Functional Specialist(s) at the CMO with primary contract administration responsibility. In addition, the applicable Functional Specialist(s) must notify the CMO cognizant of the contractor performing the PoP contract. The review conducted by the Functional Specialist(s) at the CMO with primary contract administration responsibility will be used as a baseline for surveillance activities pursuant to DCMA-MAN 2303-01, "Surveillance," and for any necessary PoP notifications/communications/requests or delegations. Refer to DCMA-MAN 2101-04, "Delegate Surveillance," for PoP notification requirements. If surveillance is to be performed by the Functional Specialist(s) responsible for oversight at the other places of manufacture as a result of a PoP notification or delegation, a review of the requirements will also be performed by the PoP Functional Specialist(s) IAW Paragraph 3.6. Contract Defects and Deficiencies (CDD) must be communicated to the Functional Specialist(s) at the primary CMO who will then submit a CDR IAW Paragraph 4.1. When activities occur at a subcontractor's facility that require surveillance or oversight of contract compliance, Functional Specialist(s) will refer to DCMA-MAN 2101-04, when making a decision to issue a letter of delegation. Performance at the prime contractor's business units, segments, divisions, product departments, plants, or other subdivisions may be treated similarly for CRR related activities.

**3.8. PAO.** PAO aids both the Government and contractor personnel in achieving a clear and mutual understanding of all contractual requirements. It also enables the identification and resolution of potential contract administration problems. PAOs can be conducted by a meeting, or in lieu of a meeting, via letter or other written form of communication to the contractor. For further information on conducting and documenting postaward orientations see the guidebook on the Resource Page.

**a. PAO Recommendations.** Not all new contracts require a PAO; therefore, during CRR, Functional Specialists must decide if a PAO would be beneficial. If so, they must submit a PAO recommendation to the ACO, including reasons for the orientation and the type of orientation. Functional Specialists should consider the criteria listed at FAR Subpart 42.502, "Selecting contracts for postaward orientation," when deciding whether PAO is necessary. Modifications do not require PAO recommendations or determinations (FAR 42.503 and FAR 42.504). PAO recommendations will be documented in the Agency system of record for CRR.

**b. PAO Determinations.** While cognizant Government or contractor personnel may request the contracting officer to arrange for orientation, it is up to the contracting officer to determine whether a PAO in any form is necessary. Upon receipt of a positive Functional Specialist PAO recommendation, including rationale and recommended type of orientation, the ACO must

determine the type of orientation, if any, to be initiated. When varying opinions exist regarding whether or not to hold an orientation, the ACO will make the final determination. In these instances, at a minimum, a limited postaward conference is required. The ACO must document the rationale for their determination in the agency's system of record for CRR. PAO determinations are not necessary if the contract is at or below the Simplified Acquisition Threshold and no positive PAO recommendations are received from the Functional Specialist(s). PAO determinations, when required, must be made within 30 days after all the Functional Specialists have completed CRR. PAO determinations will be documented in the Agency system of record for CRR.

## **SECTION 4: CONTRACT DEFECTS AND DEFICIENCIES**

**4.1. IDENTIFYING CDDs.** Contract defects are defined as legal, regulatory, or fiscal errors/omissions in the contract that require correction. Contract deficiencies are defined as errors in the contract that should be corrected, but do not delay contractor performance or government surveillance. The CDDs contained on the CRR Job Aid include the CDD criteria and the functional area responsible for identification. The CDDs are mapped to the CDR Reason Codes found in the CDR system. See the Resource Page for the CDD tab contained within the CRR Job Aid located under "Required Documents, Forms and Templates." If CDDs are identified, the Functional Specialist documents the CDDs and also submits a CDR as required. Documentation of the Functional Specialist's identified CDDs will be maintained in the Agency system of record for records retention. In certain instances, CDRs are not required to be issued. A list of the exceptions to CDR issuance can be found on the Resource Page under "Guidance."

**4.2. MOCAS DIS.** MOCAS DIS is the process of ensuring an exact match of the data elements contained in the contract to the data fields that are electronically translated into MOCAS. It is a separate but parallel process to CRR. Both processes can be performed simultaneously. For more information on MOCAS DIS, see DCMA-MAN 2501-05.

## **SECTION 5: MODIFICATIONS**

**5.1. INTRODUCTION.** Contract modifications, as defined at FAR Subpart 2.101, means any written change in the terms of a contract. Modifications require review to determine any changes to contract requirements impacting surveillance and oversight of contract compliance. For additional information on contract modifications, refer to DCMA-MAN 2501-02, "Contract Modification Actions."

**5.2. MODIFICATION RECEIPT.** The automated modification list, maintained within the Agency's system of record for CR&R, serves to document the receipt and processing of modifications.

#### **5.3. MODIFICATION ROUTING.**

a. All modifications are routed to the appropriate function(s) IAW requirements identified.

b. Termination for Convenience modification, refer to DCMA-MAN 2501-06, "Terminations," Section 3.

c. Termination for Default modification, refer to DCMA-MAN 2501-07, "Contract Closeout," Paragraphs 6.1.b. and 6.2.d.

**5.4. MODIFICATION REVIEW.** Functional Specialists routed modifications for CRR must review the changes implemented by the modification. If the modification adds/removes KCR(s) identified previously, the previous review documentation must be updated to reflect these changes by the applicable Functional Specialist. This updated review documentation will be maintained in the Agency system of record for record retention. If the modification makes changes to the contract requirements, other than KCRs, such as contract deliverables, delivery schedule data, payment data, etc., those changes will be reviewed and validated during DIS. For more information on DIS, refer to DCMA-MAN 2501-05. When a modification transfers administration to DCMA, CRR should be accomplished as if it is a new contract to include making a WA determination if needed, and reviewing the contract and modification(s), IAW this Paragraph and Paragraph 3.6.

## SECTION 6: SPECIAL PROGRAMS COMMAND

**6.1. CONTRACT RECEIPT.** Within DCMAS, work (both new and follow-on involving SAP or SCI) is accepted by Senior Acquisition Analyst on behalf of the DCMAS Director. In some cases, the customer may make the request for continued support directly to Eastern, Central, Western, Aircraft Integrated Maintenance Operations, or International CMO leadership and/or their functional personnel providing current support. Upon receipt, Functional Specialists in Operational Units must review the contract to determine if it contains SAP or SCI. If so, the information must be forwarded to the DCMAS Senior Acquisition Analyst for review to determine if a delegation or transfer of work to DCMAS is required. Indicators to the Functional Specialist that SAP or SCI are involved include: a DD Form 254, "DoD Contract Security Specification," with Block 10.e.(1) or 10.f. marked "YES;" some of the contract is paid by other sensitive disbursement offices (i.e., Special Pay/Defense Finance Accounting Service).

**6.2. CONTRACT REVIEW.** DCMAS will utilize authorized CMO tools to record/ validate KCRs identified in their contract and modification reviews. Records of CRR will be retained and managed IAW local and customer procedures.

## **SECTION 7: PROGRAM SUPPORT**

**7.1. CRR.** All new contracts and modifications will be evaluated during CRR to determine if they belong to a new program or are associated with an existing program or high visibility commodity.

**7.2. NEW PROGRAM OR HIGH VISIBILITY COMMODITY.** Upon receipt of a new program contract, the Functional Specialist must notify the FLS of receipt of a contract associated with a program for processing IAW DCMA-MAN 3101-01, "Program Support." The CMT will perform CRR.

#### 7.3. EXISTING PROGRAM OR HIGH VISIBILITY COMMODITY.

a. If a Program Support Team (PST) is assigned, contracts and modifications will be routed to the PST to perform CRR in collaboration with the ACO to ensure complete and timely CRR.

b. If a PST is not assigned, CRR will be performed by the CMT (i.e., an existing program that does not have a Program Reporting Requirement).

## GLOSSARY

#### G.1. DEFINITIONS.

ACO. The government contracting officer responsible for government contract administration.

**CDD.** Contract defects are defined as legal, regulatory or fiscal errors/omissions in the contract that require correction. Contract deficiencies are defined as errors in a contract that should be corrected, but do not delay performance.

**CDR.** A web application in the Procurement Integrated Enterprise Environment used to report, route, track and resolve identified contract deficiencies.

**CDRL.** A list of authorized data requirements for a specific procurement that forms part of a contract. It is comprised of either a single DD Form 1423, "Contract Data Requirements List (CDRL)," or a series of DD Forms 1423 containing data requirements and delivery information.

**CLIN.** CLINs are specified in FAR Subpart 4.10. They serve two purposes: (1) They break the contract down by the commodities being procured (labor hours of services, funding for travel, quantity of product A, quantity of product B, etc.) and (2) they provide for traceable accounting classification citations.

**CMO.** An organizational unit within DCMA that serves at the tactical level responsible for managing and administering assigned contracts from contract receipt to contract closeout IAW FAR Part 42, DFARS Part 242, DoD Regulations and Agency instructions. CMOs normally perform contract administration functions for an assigned geographic area or at resident contractor locations.

**CMT.** An application that provides functionality to permit routing procurement instruments and documents to personnel with functional roles.

**Contract.** A mutually binding legal relationship obligating the seller to furnish the supplies or services (including construction) and the buyer to pay for them. It includes all types of commitments that obligate the Government to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include (but are not limited to) awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; orders, such as purchase orders, under which the contract becomes effective by written acceptance or performance; and bilateral contract modifications. Contracts do not include grants and cooperative agreements covered by Section 6301 of Title 31, United States Code.

**CRR.** The act of receiving and reviewing procurement instruments for requirements within DCMA's purview by various functional areas.

**DIS.** A separate administrative process that matches payment system data to contract data and coordinates all necessary corrections.

**DoD Activity Address Code.** A six position code that uniquely identifies a DoD unit, activity, or organization that has the authority to requisition, contract for, receive, have custody of, issue, or ship DoD assets, or fund/pay bills for materials and/or services.

**Functional Group Lead.** Highest ranking functional representative at any level for distribution of new and existing workload at the functional level.

Functional Specialist. Technical expert in a specific discipline.

KCR. Contract requirements defined by function that drive surveillance events.

**Mission Work.** FAR 42.302(a) and (b), DFARS 242.302(a) and (b), FAR 42.202 for Defense agencies. DoD Agencies are the military departments and the defense agencies. The military departments are the Departments of the Army, Navy, and Air Force. The defense agencies are the following: Defense Advanced Research Projects Agency, Defense Commissary Agency, DCMA, Defense Finance and Accounting Service, Defense Information Systems Agency, Defense Intelligence Agency, Defense Logistics Agency, Defense Security Cooperation Agency, Defense Security Service, Defense Threat Reduction Agency, Missile Defense Agency, National Geospatial-Intelligence Agency, National Security Agency, United States Special Operations Command, and United States Transportation Command.

**MOCAS.** Database designed to provide DCMA with electronic information necessary to accomplish their mission of contract and payment administration.

**Modification.** A contract modification is any written change in the terms of the contract (FAR 2.101).

**Non-Mission Work.** Anything that does not conform to the definition of mission work in DFARS 242.202(a)(i).

**PAO.** Aids both Government and contractor personnel to achieve a clear and mutual understanding of all contract requirements, and to identify and resolve potential problems. However, it is not a substitute for the contractor's fully understanding the work requirements at the time offers are submitted, nor is it to be used to alter the final agreement arrived at in any negotiations leading to contract award.

**PCO.** The only individual authorized to issue a solicitation and award a contract. The PCO is warranted and appointed by the Head of the Contracting Agency. In most instances, the term "contracting officer" refers to the PCO.

Requirements. Terms and conditions identifiable with clauses and keywords.

Risk. Event or condition that may have a negative effect on achieving objective.

Risk Mitigation. Action that accepts/avoids/transfers/mitigates risk.

Schedule Data. Time of delivery or performance.

**SOW.** The SOW defines (either directly or by reference to other documents) all (non-specification) performance requirements for contractor effort. The SOW should specify in clear, understandable terms the work to be done in developing the goods or services to be provided by a contractor

**Technical Data Package.** A technical description of an item adequate for supporting an acquisition strategy, production, engineering and logistics support. It consists of all applicable technical data such as drawings and associated lists, specifications, standards, performance standards, quality assurance requirements, software and packaging details.

**WA.** The review, prioritization, and acceptance of mission work, considering assigned resources to perform CAS functions, and to accept non-mission work when a support agreement is approved by the DCMA Director.

**WAL.** The individual (Initial, Secondary and Tertiary) with organizational expertise responsible for performing WA.

## GLOSSARY

#### G.2. ACRONYMS.

ACO	Administrative Contracting Officer
CAS	contract administration services
CDD	Contract Defects and Deficiencies
CDR	Contract Deficiency Report
CDRL	Contract Data Requirements List
CLIN	Contract Line Item Number
CMO	Contract Management Office
CMT	Contract Management Team
CRR	Contract Receipt and Review
DCMA-MAN	DCMA Manual
DCMAS	DCMA Special Programs Command
DD Form 254	DoD Contract Security Specification
DD Form 1423	Contract Data Requirements List (CDRL)
DFARS	Defense Federal Acquisition Regulation Supplement
DIS	Data Integrity Screening
FAR	Federal Acquisition Regulation
FLS	First Level Supervisor
IAW	in accordance with
KCR	key contract requirement
MOCAS	Mechanization of Contract Administration Services
PAO	Postaward Orientation
PCO	Procurement Contracting Officer
PGI	Procedures, Guidance, and Information
PoP	Place of Performance
PST	Program Support Team
QAR	Quality Assurance Representative
SAP	Special Access Programs
SCI	Sensitive Compartmented Information
SOW	Statement of Work
WA	Workload Acceptance
WAL	Workload Acceptance Lead
WP	Workload Prioritization

### REFERENCES

DCMA Manual 2101-04, "Delegate Surveillance," July 30, 2018 DCMA-Manual 2303-01, "Surveillance," May 17, 2020 DCMA-Manual 2301-05, "Navy Special Emphasis Program," December 20, 2021 DCMA Manual 2501-02, "Contract Modification Actions," December 20, 2021 DCMA Manual 2501-05, "MOCAS Data Integrity Screening," April 1, 2019, as amended DCMA Manual 2501-06, "Terminations," October 2, 2018, as amended DCMA Manual 2501-07, "Contract Closeout," January 14, 2019, as amended DCMA Manual 3101-01, "Program Support," April 14, 2021 DCMA Manual 4502-02, "Workload Acceptance," September 15, 2021 DoD Directive 5105.64, "Defense Contract Management Agency (DCMA)," January 10, 2013 Federal Acquisition Regulation Subpart 2.101, "Definitions" Federal Acquisition Regulation Subpart 4.10, "Uniform Use of Line Items" Federal Acquisition Regulation Part 42, "Contract Administration and Audit Services" Federal Acquisition Regulation Subpart 42.201, "Contract Administration Responsibilities" Federal Acquisition Regulation Subpart 42.202, "Assignment of Contract Administration" Federal Acquisition Regulation Subpart 42.3, "Contract Administration Office Functions" Federal Acquisition Regulation Subpart 42.302, "Contract Administration Function" Federal Acquisition Regulation Subpart 42.5, "Postaward Orientation" Defense Federal Acquisition Regulation Supplement Subpart 237.172, "Service Contracts Surveillance" Defense Federal Acquisition Regulation Supplement Subpart 242.202, "Assignment of Contract Administration" Defense Federal Acquisition Regulation Supplement Subpart 242.302, "Contract Administration Functions" Defense Federal Acquisition Regulation Supplement Procedures, Guidance, and Information 204.201(3)(i), "Procedures" Defense Federal Acquisition Regulation Supplement Procedures, Guidance, and Information

204.270-2(c)(4)(i), "Procedures"

United States Code, Title 31, Section 6301