



Exposure for Comments for
Acquisition System
Requirements

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Abbreviations

A/OPC	Agency/Organization Program Coordinator
AAR	Acquisition Action Request
ACCS	Accounting Classification Code Structure
ACE	Acquisition Committee for eGov (CAOC)
ACES	Access Certificates for Electronic Services
ACO	Administrative Contracting Officer
ACRN	Accounting Classification Reference Number
A-E	Architect-Engineering
ALC	Agency Location Code
AM	Asset Management
ANSI	American National Standards Institute
API	Application Program Interface
ART	Acquisition Requirements Team
ASCII	American Standard Code for Information Interchange
ATO	Authority to Operate
BAA	Broad Agency Announcement
BOA	Basic Ordering Agreement
BPA	Blanket Purchase Agreement
BPN	Business Partner Network
C&A	Certification and Accreditation
CAGE	Commercial and Government Entity
CAO	Contract Administration Office
CAO-ADP	Contract Administration Office – Automatic Data Processing
CAOC	Chief Acquisition Officer Council
CCR	Central Contractor Registration
CFO	Chief Financial Officer
CFOC	Chief Financial Officer Council
CFR	Code of Federal Regulations
CIO	Chief Information Officer
CLIN	Contract Line Item Number
CO	Contracting Officer
COC	Certificate of Competency
COR	Contracting Officer Representative
COTR	Contracting Officer Technical Representative
COTS	Commercial Off-the-Shelf
CPARS	Contractor Performance Assessment Reporting System
CPAF	Cost Plus Award Fee
CPFF	Cost Plus Fixed Fee
CPI	Cost Plus Incentive
CPS	Contractor Performance System
CS	Contract Specialist

CSV	Comma Separated Value
D&B	Dun & Bradstreet
DBA	Doing Business As
DFARS	Defense Federal Acquisition Regulation Supplement
DLIS	Defense Logistics Information Service
DOD	Department of Defense
DODAAC	Department Of Defense Activity Address Code
DOD EMALL	DoD Electronic Mall
DOE	Department of Energy
DOL	Department of Labor
DOS	Disk Operating System
DPAS	Defense Priorities and Allocations System
DUNS	Data Universal Numbering System
EA	Enterprise Architecture
EC	Electronic Commerce
EDI	Electronic Data Interchange
EEO	Equal Employment Opportunity
EFT	Electronic Funds Transfer
EIN	Employer Identification Number
EIT	Electronic and Information Technology
EPLS	Excluded Parties List System
eSRS	Electronic Subcontracting Reporting System
FAI	Federal Acquisition Institute
FAR	Federal Acquisition Regulation
FASA	Federal Acquisition Streamlining Act
FASAB	Federal Accounting Standards Advisory Board
FBO	Federal Business Opportunities (FedBizOpps)
FCP-R	Fixed Ceiling Price with Retroactive Price Redetermination
FCR	Fixed Ceiling Price with Retroactive Price Redetermination
FEA	Federal Enterprise Architecture
FedBizOpps	Federal Business Opportunities (FBO)
FedReg	Federal Agency Registration
FEDSTRIP	Federal Standard Requisitioning & Issue Procedures
FedTeDS	Federal Technical Data Solution
FFMIA	Federal Financial Management Improvement Act
FFMSR	Federal Financial Management System Requirements
FFP	Firm Fixed Price
FIPS	Federal Information Processing Standard
FISMA	Federal Information Security Management Act
FMFIA	Federal Managers' Financial Integrity Act
FMLoB	Financial Management Line of Business
FOB	Free on Board
FP	Fixed Price
FPAF	Fixed Price Award Fee
FPDS-NG	Federal Procurement Data System-Next Generation

FPI	Fixed Price Incentive
FPI-F	Fixed Price Incentive (Firm Target)
FPI-S	Fixed Price Incentive (Successive Targets)
FP-LOE	Fixed Price Level of Effort
FPR	Fixed Price with prospective Price Redetermination
FP w/EPA	Fixed Price with Economic Price Adjustment
FSC	Federal Supply Classification
FSIC	Financial Systems Integration Committee
FSIO	Financial Systems Integration Office
FSS	Federal Supply Service
FY	Fiscal Year
GAO	Government Accountability Office
GOTS	Government Off-the-Shelf
GFP	Government Furnished Property
GPEA	Government Paperwork Elimination Act
GPRA	Government Performance and Results Act
GSA	General Services Administration
GUI	Graphical User Interface
GWAC	Governmentwide Acquisition Contract
HSPD	Homeland Security Presidential Directive
HTTPS	Hyper Text Transfer Protocol Secure Sockets
HUBZone	Historically Underutilized Business Zone
IAE	Integrated Acquisition Environment
ID	Identification/Identifier
IDC	Indefinite Delivery Contract
ID/IQ (IDIQ)	Indefinite-Delivery, Indefinite-Quantity
IFB	Invitation for Bids
IPAC	Intragovernmental Payment and Collection
IPv6	Internet Protocol Version 6
ISO	International Organization for Standardization
IT	Information Technology
J&A	Justification and Approval
JWOD	Javits-Wagner-O'Day Act
LH	Labor Hours
LMP	Logistic Modernization Program
MDAP	Major Defense Acquisition Program
MILSTRIP	Military Standard Requisitioning & Issue Procedures
MOCAS	Mechanization Of Contract Administration Services
MS	Microsoft®
NABS Directory	Native American Business and Services Directory
NAICS	North American Industry Classification System
NARA	National Archives and Records Administration
NASA SEWP III	NASA Scientific and Engineering Workstation Procurement III
NIH	National Institutes of Health
NIST	National Institute of Standards and Technology

NSN	National Stock Number
NSP	Not Separately Priced
NT	New Technology (Microsoft Windows operating system)
OC	Object Classification Code
OMB	Office of Management and Budget
OPM	Office of Personnel Management
ORCA	Online Representations and Certifications Application
OSDBU	Office of Small and Disadvantaged Business Utilization
PALT	Procurement Action Lead Time
PDF	Portable Document Format (Adobe Acrobat)
PIA	Privacy Impact Assessment
PIID	Procurement Instrument Identifier
PIIN	Procurement Instrument Identification Number
PIN	Procurement Identification Number
PKI	Public Key Infrastructure
PL	Public Law
PMC	President's Management Council
PO	Purchase Order
POC	Point of Contact
PP&B	Programming, Planning and Budgeting
PP&E	Property, Plant and Equipment
PPIRS	Past Performance Information Retrieval System
PSC	Product Service Code
PWS	Performance Work Statement
QA	Quality Assurance
Q and A	Question and Answer
QAR	Quality Assurance Representative
R&D	Research and Development
RFI	Request for Information
RFP	Request for Proposals
RFQ	Request for Quotations
RIDS	Records Inventory and Disposition System
RTN	Routing and Transit Number
SAP	Simplified Acquisition Procedures
SAT	Simplified Acquisition Threshold
SBA	Small Business Administration
SBIR	Small Business Innovation Research
SFFAS	Statement of Federal Financial Accounting Standard
SOO	Statement of Objectives
SOW	Statement of Work
SQL	Structured Query Language
SSA	Source Selection Authority
SSEB	Source Selection Evaluation Board
T&M	Time and Materials
TCP/IP	Transmission Control Protocol/Internet Protocol

TFM	Treasury Financial Manual
TIN	Taxpayer Identification Number
UCF	Uniform Contract Format
UID	Unique Identifier
UNIX	Uniplexed Information and Computing System
UNSPSC	United Nations Standard Products and Services Code
USAID	United States Agency for International Development
U.S.C.	United States Code
USPS	United States Postal Service
USSGL	United States Standard General Ledger
VETS-100	DOL Veterans' Employment and Training Service
VPN	Virtual Private Network
WDOL	Wage Determinations On-Line
WFMC	Workflow Management Coalition
WF-XML	Workflow-eXtensible Markup Language
XBRL	eXtensible Business Reporting Language
XML	eXtensible Markup Language

Introduction

This document is regarded as a draft document that will be revised to consider input from comments solicited from industry and other government agencies during the open comment period and specifies the functional and technical requirements that Acquisition systems must satisfy in order to be purchased for Federal agency use. The document was developed at the request of the Chief Acquisition Officers Council (CAOC) and Chief Financial Officers Council (CFOC), demonstrating a commitment to integrating the acquisition and finance functions more effectively. These requirements were drafted by the Acquisition Requirements Team (ART), consisting of representatives from both communities.

The ART members recognize that agencies face major challenges in streamlining and automating procurement processes. Having access to better acquisition system software is a first step toward this end. A key prerequisite to developing better software is to clearly define the requirements that the software product must meet.

This document will be a baseline (as-is) document with the understanding that it will be revised as processes and data standards are harmonized within the acquisition domain and later as it is harmonized with other domains – primarily the Financial Management Line of Business (FMLoB). This document does not supersede or obsolete documents, standards or requirements issued by the Joint Financial Management Improvement Program (JFMIP), Financial Systems Integration Office (FSIO) or the Financial Management Line of Business (FMLoB). Over time, efforts will be made to harmonize across these domains.

Office of Management and Budget (OMB) Circular A-130, *Management of Federal Information Resources*, requires agencies to use commercial off-the-shelf (COTS) software to reduce costs, improve the efficiency and effectiveness of system improvement projects, and reduce the risks inherent in developing and implementing a new system. To support this OMB mandate, vendors will be required to offer acquisition system products that meet all mandatory requirements listed in this document.

The requirements in this document are intended to address the needs of Federal Acquisition Regulation (FAR)-based contracts. They are not intended to replace or modify the FAR, FAR supplements, or internal agency acquisition policy. Further, agencies have considerable leeway in how they use any system-delivered capability. In practice, the applicability of an individual requirement depends on business circumstances. This document was not designed to deal with classified information. Agencies may apply sound business judgment to the use of a compliant acquisition system, provided it

- is consistent with the FAR, FAR supplements, or other regulations that apply to agencies and organizations not covered by the FAR;
- does not violate laws, executive orders, or other regulations; and
- is in the best interests of the government.

The next section of this document provides a framework for connecting program planning, Core financial, and asset management processes with agencies' Acquisition systems in order to deliver fully integrated acquisition support. Detailed Acquisition system requirements are presented within the functional and technical requirements sections that follow. They

incorporate the latest changes in laws and regulations governing Acquisition systems such as the Federal Procurement Data System-Next Generation (FPDS-NG) and Central Contractor Registration (CCR). Appendices provide additional information: references (Appendix A); a glossary (Appendix B); requirements drafting guidelines (Appendix C); a list of the systems, internal and external, with which the acquisition system may require an interface (Appendix D); and a list of contributors to this document (Appendix E).

This document is being distributed as an exposure draft to be published in the Federal Register. When finalized, these requirements are expected to become the standard for qualifying COTS Acquisition systems for Federal agency acquisition.

Federal Financial Management System Framework

Acquisition System Requirements will evolve to be compatible with other documented standards and requirements including Federal Financial Management System Requirements (FFMSR). Figure 1 is an architectural view of the current financial management applications described by the FFMSR series.

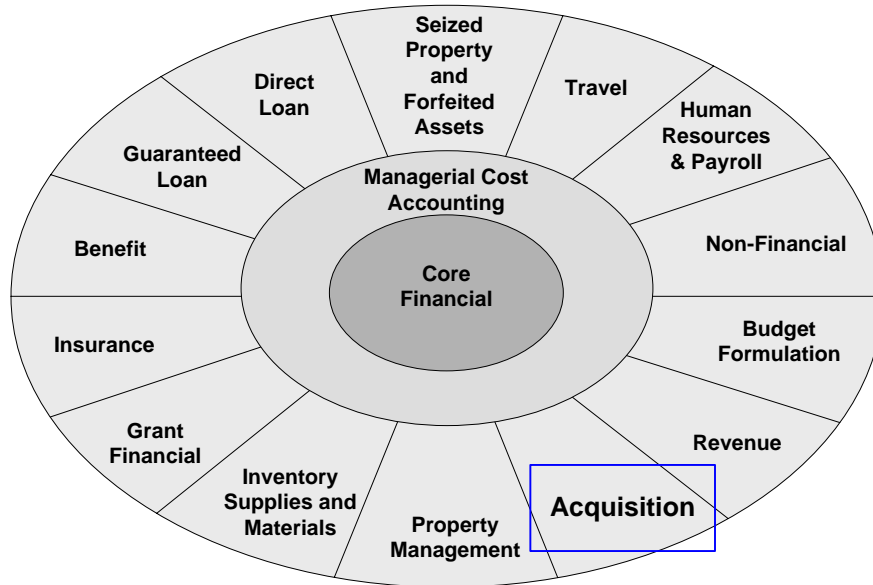


Figure 1: FFMSR Components

FFMSR documents specify the functional and technical requirements that all financial management-related systems must meet in order to be considered compliant with Federal standards as mandated by the Federal Financial Management Improvement Act (FFMIA). A separate document, *Framework for Federal Financial Management Systems*, describes the basic elements of a model for integrating the financial management-related systems.

Requirements Interpretation Guidelines

The requirements listed in this document address common governmentwide functionality. The following are examples of common system capabilities needed by all Federal agencies:

- Deliver a template for an SF 1449 Solicitation/Contract/Order for Commercial Items
- Verify funds availability
- Capture receiving report data
- Generate a checklist of contract closeout items.

The requirements in this document do not constitute a complete system specification. For example, this document mandates an interface with FPDS-NG, but it does not specify the computing logic needed to physically generate an FPDS-NG contract report. Requirements are deliberately stated in functional terms to give software developers maximum flexibility in engineering technical solutions. Individual agencies will also have, in many cases, additional mandatory requirements necessary to support their specific business processes.

Covered requirements have been organized by function, process, and, in some cases, activity. Functions represent major office responsibility areas, such as contract administration. Processes are common system-supported tasks, such as offeror screening or closeout. Activities are subprocesses and are used when a finer grouping of requirements is helpful.

In all cases, the system is responsible for performing specified actions. Unless otherwise stated within a requirement's text, the system must execute it automatically. For example, if a requirement states "update the contract file," the system is expected to capture and edit specified data and update all necessary internal database records without user intervention.

The remainder of this section provides guidance on how to interpret requirements text and attributes. Specific guidance is provided for the following requirement categories:

- Mandatory versus value-added requirements
- Internal control requirements
- Query versus reporting requirements.

Key words that affect how agencies are to interpret requirement text are defined in Appendix B, Glossary, and Appendix C, Requirement Drafting Guidelines.

Mandatory versus Value-Added Requirements

Every requirement contained in this document is identified as being either mandatory or value-added:

- *Mandatory* requirements describe discrete capabilities that a system must deliver. Collectively, mandatory requirements represent the minimum level of functionality

needed to operate an Acquisition system based on Federal laws, regulations, and governmentwide consensus.

- *Value-added* requirements are desirable system features. For example, value-added requirements may extend the functionality of another mandatory item, specify use of a state-of-the-art technology, or automate an optional business practice.

Within this document, mandatory system requirements are indicated by the word “must”; for example, a system “**must** provide automated functionality to verify funds availability.” Value-added requirements are indicated by the word “should”; for example, a qualified system “**should** provide reverse auctioning capability.”

Internal Control Requirements

OMB Circular A-123, *Management’s Responsibility for Internal Controls*, requires agencies to operate systems with appropriate internal controls to ensure the accuracy of data, completeness and consistency of transaction processing, and reporting. Automatic internal control capabilities needed to meet the provisions of A-123 are expected to be integrated into every qualified business system.

This document includes a number of mandatory requirements for implementing a basic automated internal control environment. The requirement for preventing the system from allowing a document to have a duplicate document number is an example. In addition, the technical requirements in this document incorporate a full range of data and user access security controls. Ultimately, however, each agency is responsible for implementing the internal controls needed to ensure that systems operate securely and effectively.

Query versus Reporting Requirements

Qualified systems must maintain complete, reliable, consistent, timely, and useful management information. Such information enables departments, programs, agencies, divisions, bureaus, and other subunits to carry out their fiduciary responsibilities; deter fraud, waste, and abuse of resources; and facilitate efficient and effective delivery of government services. Methods of delivering acquisition information to agency users include queries and reports:

- *Query*. When a functional requirement refers to a “query,” the Acquisition system must be capable of displaying the requested information online. In addition, query features such as drill-downs and desktop downloads must be delivered where specified. As a rule, query requirements must be met using software that is integrated into the Acquisition system.
- *Report*. When a functional requirement refers to a “report,” the Acquisition system must be capable of generating a formatted, hard-copy report or printable report file containing specified information. Additional reporting formats such as online display or data file extracts must be delivered where specified. Reporting requirements can be met using software that is integrated with the system, using a separate reporting software package, or a combination of both.

All queries and reports specified in this document are considered standard and must be delivered as part of the qualified Acquisition system product.

Examples are SMB-10 and SMF-07.

Requirements Numbering

Each requirement specified in this document is assigned a unique identifier (ID). This ID is based on the requirement's "function" and "process" area. For example, the first requirement in the System Management function is assigned the ID of "SMA-01." "SM" represents the System Management function, "A" represents the first process within the System Management function (System Configuration), and "01" is a unique sequence number.

Acquisition System Overview

The Acquisition system described in this document encompasses the functions, processes, and activities that Federal agencies use to acquire products and services. Figure 2 depicts the basic functions included in the model Acquisition system.

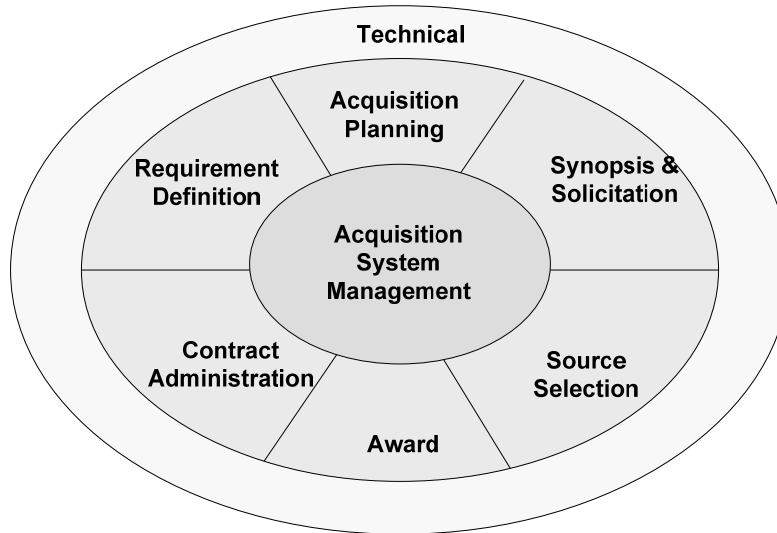


Figure 2: Acquisition System Functions

This Acquisition system model does not include program planning and budget, purchase card, asset/property management, or Core financial system functionality. These systems are, however, expected to be interfaced or fully integrated with the agency's Acquisition system to facilitate the automated exchange of information where appropriate.

The basic flow of the Acquisition system is initiated with an Acquisition Action Request (AAR) in the Requirement Definition function and is completed with contract closeout in the Contract Administration function. The functions are described in detail in the functional requirements sections.

Figure 2 does not show the applications included within the Integrated Acquisition Environment (IAE). IAE components are either accessed by hyperlink from within the system or connected by a transactional interface. IAE interface requirements are included in the System Management functional area.

A separate section covers technical requirements. Its focus is to ensure that the system is capable of operating in an agency computing environment. Technical capabilities include transaction processing integrity and general operating reliability; use of standard procedures for installation, configuration, and operations; seamless integrated workflow processing; and the ability to query, access, and format information. In addition, the system must be well documented. Figure 3 depicts the major groups of technical requirements.

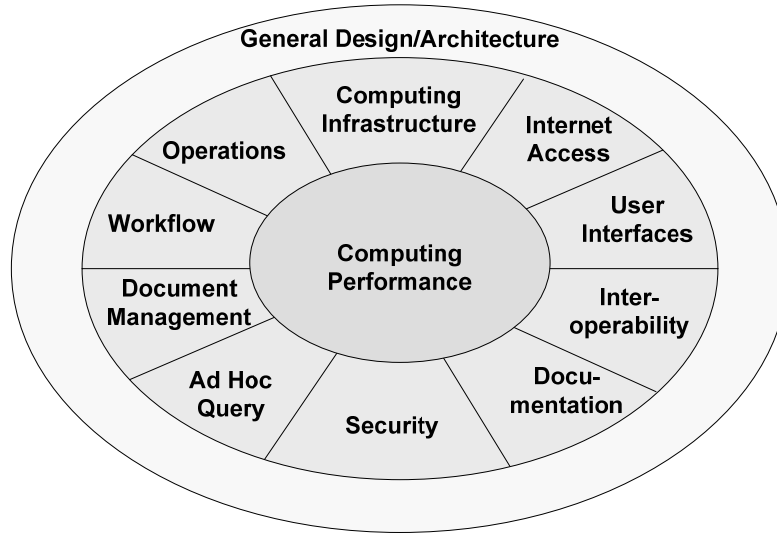


Figure 3: Technical Requirements

Technical requirements are stated in general terms to allow vendors maximum flexibility in designing compliant systems. Individual agencies are encouraged to add their own requirements for interoperability, system performance, workload, and access requirements when soliciting and evaluating COTS packages. Vendors should be cognizant of the Federal Enterprise Architecture (FEA) requirements.

System Management Function

The System Management function ensures that the capabilities exist to capture and maintain data that support the Federal acquisition business process. This function establishes the framework for sharing data among components of an agency's financial management system and within the government's IAE. The System Management function also ensures that transactions are processed consistently and completely and that appropriate audit trails are maintained. The System Management function consists of the following processes (the prefixes assigned to the requirements are noted in parenthesis):

- System Configuration (SMA)
- Vendor Information Maintenance (SMB)
- Provision/Clause Maintenance (SMC)
- Provision/Clause Selection (SMD)
- Document Control (SME)
- Information Access (SMF)
- Business Process Controls (SMG)
- System Interfaces (SMH)
- Forms Control (SMI)
- Audit Trails (SMJ)
- Intragovernmental Agreement Control (SMK).

System Configuration Process

The System Configuration process includes requirements for establishing and maintaining tables, business rules, definitions, and other agency-configurable features. If an external source maintains the code values, values must be current whether downloaded or accessed via web services.

Mandatory Requirements

At a minimum, to support the System Configuration process, the Acquisition system **must** provide automated functionality to capture, to track, to report, and to interface where indicated at the Contract Line Item Number (CLIN)/Sub-CLIN level and must do the following:

- SMA-01 **Procurement action codes**—Maintain a procurement action/instrument code structure. Include the following procurement actions:
- Solicitation
 - BPA—Blanket Purchase Agreement

- BOA—Basic Ordering Agreement
- IDC—Indefinite Delivery Contract
- Task/Delivery order
- Single purpose contract
- Interagency contract
- Purchase Order (PO)

SMA-02 **Procurement purpose**—Maintain a procurement purpose code structure that includes the following purposes, consistent with the FAR:

- Supplies
- Research and Development
- Services
- Construction
- Small Business Innovation Research
- Leasing of Real and Personal Property
- Communication Services
- Dismantling and, Demolition and Removal of Improvements
- Architect-Engineering (A-E)
- Facilities
- Transportation
- Utility Services

SMA-03 **Pricing/compensation type codes**—Maintain a pricing/compensation type code structure. Include the following categories:

- FFP—Firm Fixed Price
- FP w/EPA—Fixed Price with Economic Price Adjustment
- FPAF—Fixed Price Award Fee
- FPI—Fixed Price Incentive
- FPI-F—Fixed Price Incentive (Firm Target)
- FPI-S—Fixed Price Incentive (Successive Targets)
- FP-LOE—Fixed Price Level of Effort
- FPR—Fixed Price with Prospective Price Redetermination
- FCR—Fixed Ceiling Price with Retroactive Price Redetermination
- CPFF—Cost Plus Fixed Fee
- CPI—Cost Plus Incentive
- CPAF—Cost Plus Award Fee
- Cost no fee
- Cost sharing
- T&M—Time and Materials
- LH—Labor Hours

- SMA-04 **Solicitation method codes**—Maintain a method of solicitation code structure. Include the following solicitation actions:
- IFB—Invitation for bids
 - RFQ—Request for Quotations
 - RFP—Request for Proposals
 - Multi-step advisory
 - Two-step
 - SBIR—Small Business Innovative Research
 - SAP—Simplified Acquisition Procedures
 - BPA—Blanket Purchase Agreement
 - BAA—Broad Agency Announcement
- SMA-05 **Competition extent codes**—Maintain an extent of competition code structure. Include the following categories:
- Full and open competition
 - Not available for competition
 - Not competed
 - Full and open competition after exclusion of sources
 - Follow on to competed action
 - Competed under Simplified Acquisition Threshold (SAT)
 - Not competed under SAT Competitive Delivery Order
 - Competitive Delivery Order
 - Non-Competitive Delivery Order
 - Other
- SMA-06 **Federal organization codes (agency codes)**—Maintain a 4-character federal organization code structure consistent with the organization codes maintained by the United States (U.S.) Census Bureau (SP 800-87 <http://csrc.nist.gov/publications/nistpubs/800-87/sp800-87-Final.pdf>).
- SMA-07 **Alpha-2 country codes**—Maintain an alpha-2 code structure and associated short country name consistent with the published standard International Organization for Standardization (ISO) 3166-1 updates for internal use and non-commercial purposes (<http://www.iso.org/iso/en/prods-services/iso3166ma/02iso-3166-code-lists/index.html>).
- SMA-08 **Alpha-3 country codes**—Maintain an alpha-3 country code structure based on alpha-3 country code updates from ISO 3166-1 (<http://www.iso.org/iso/en/prods-services/iso3166ma/02iso-3166-code-lists/index.html>).
- SMA-09 **FSC and PSC codes**—Maintain a classification code structure consistent with the Federal Supply Classification (FSC) codes assigned by DLIS (DoD) and the Product Service Codes (PSC) defined by General Services Administration (GSA) which includes services (FSC-<http://www.dlis.dla.mil/h2/>, PSC-<http://fpdcapp.gsa.gov/pls/fpdsweb/pscwiz>).
- SMA-10 **NAICS codes**—Maintain a North American Industry Classification System (NAICS) code structure, including sub-codes, consistent with the standard NAICS codes assigned by the U.S. Census Bureau <http://www.census.gov>.

- SMA-11 **NSN/Part Number**—Maintain a National Stock Number (NSN) or manufacturer's part number structure consistent with the standard codes defined by DoD.
- SMA-12 **UNSPSC**—Maintain a United Nations Standards Products Services Classification (UNSPC) structure consistent with the standard codes defined by the United Nations
(<http://www.unspsc.org/CodeDownloadExpand.asp?PageID=4&MenuLoc=1>).
- SMA-13 **MDAP codes**—Maintain a system and equipment code structure consistent with the standard Major Defense Acquisition Program (MDAP).
- SMA-14 **Congressional district codes**—Maintain a congressional district code structure consistent with the Federal Information Processing Standard 9-1 (FIPS PUB 9-1, Congressional Districts of the U.S.).
- SMA-15 **Country codes**—Maintain a geopolitical entity code structure that includes the country codes and administrative division codes consistent with the FIPS 10-4 (FIPS PUB 10-4, Countries, Dependencies, Areas of Special Sovereignty, and their Principal Administrative Divisions.).
- SMA-16 **State codes**—Maintain a state code structure consistent with the FIPS 5-2 (FIPS PUB 5-2, Codes for the Identification of the States, the District of Columbia and the Outlying Areas of the United States, and Associated Areas).
- SMA-17 **County codes**—Maintain a county code structure consistent with the FIPS 6-4 (FIPS PUB 6-4, Counties and Equivalent Entities of the U.S., Its Possessions, and Associated Areas).
- SMA-18 **U.S. place codes**—Maintain a U.S. place code structure consistent with the FIPS 55-3 (FIPS PUB 55-3, Codes for Named Populated Places, Primary County Divisions, and Other Locational Entities of the United States, Puerto Rico, and the Outlying Areas).
- SMA-19 **Zip+4 codes**—Maintain a Zip+4 code structure consistent with the United States Postal Service (USPS) ZIP+4 Codes.
- SMA-20 **Acquisition dollar thresholds**—Maintain acquisition-related dollar threshold types and their current values, including, but not limited to, the following:
- Micropurchase threshold (currently \$3,000)
 - FPDS-NG reporting threshold
 - Simplified Acquisition Threshold (SAT) (currently \$100,000)
 - Simplified acquisition procedure test program for certain commercial items (FAR 13.5)
 - Federal Funds Accountability and Transparency Act (FFATA) reporting threshold (currently \$25,000)
 - Other.

- SMA-21 **Government agency funding status**—Maintain a funding status code structure. Include the following funding statuses:
- Fully funded
 - Incrementally funded
 - Conditioned upon the availability of funds
 - Unfunded
 - Other
- SMA-22 **Place of performance codes**—Maintain a place of performance code structure. Include the following categories:
- Inside U.S.
 - Outside U.S.
- SMA-23 **Ship-To Point codes and bill codes**—Maintain a Ship-To Point (destination) and or/bill code structure, such as Department of Defense Activity Address Code (DODAAC).
- SMA-24 **Special circumstances codes**—Maintain a special circumstances code structure. Include the following categories:
- Support of a contingency operation
 - Response to a Presidentially-declared incident of national significance, emergency, or major disaster
 - National interest action
 - To facilitate the defense against or recovery from nuclear, biological, chemical, or radiological attack against the United States
 - Other
- SMA-25 **System ID**—Maintain an acquisition system instance identifier (system ID) code structure. Associate this code with exported transaction data.
- SMA-26 **Accounting classification codes**—Import accounting classification element data from the agency Core financial system:
- Treasury Account Symbol
 - Agency elements for period of availability
 - Internal fund code
 - Organization
 - Program
 - Project
 - Activity
 - Cost center
 - Object class
 - Revenue source
 - Budget function
 - Budget sub-function code
 - Accounting period
 - Five additional agency-maintained elements.
- Maintain each classification element independently.
- SMA-27 **Text Statements**—Maintain agency-defined text statements by document type for use in populating description and comment fields in documents.

- SMA-28 **DPAS rating code structure/maintenance**—Maintain Defense Priorities and Allocations System (DPAS) rating code structure for identification and validation purposes (<http://www.bis.doc.gov/defenseindustrialbaseprograms>).
- SMA-29 **Maintain Contract Administration Office (CAO) and CAO**—Automatic Data Processing (ADP) Point Codes structure/maintenance and Paying Office code structure/maintenance.

Value-Added Requirements

There are no value-added requirements for this process.

Vendor Information Maintenance Process

The Vendor Information Maintenance process covers capabilities needed by the system to maintain vendor information. The term “vendor” as used in this document includes any entity that is solicited, that bids in response to a solicitation, or to which a contract or order may be awarded. Vendors include individuals, businesses, corporations, employees, and other government agencies.

Subpart 4.11 of the FAR prescribes policies and procedures for requiring contractor registration in the CCR database, the common source of vendor data for the Federal government. Both current and potential government vendors (sources) are required (with certain limited exceptions) to register in the CCR in order to be awarded contracts by the government. The CCR validates the vendors' information. Agencies' Acquisition systems must accommodate the data elements and definitions used in the CCR in order to facilitate information exchange and to maintain current information on the vendors with which they conduct business. To identify and distinguish between sources or vendors conducting business with Federal agencies, it is necessary to capture identification and capability information for use in the Acquisition system.

Mandatory Requirements

To support the Vendor Information Maintenance process, the Acquisition system **must** provide automated functionality to do the following:

- SMB-01 **Vendor information**—Capture vendor information: from CCR and, for vendors not required to register in CCR, capture the following information:
- Vendor ID number (agency-assigned)
 - Data Universal Numbering System (DUNS) number/Business Partner Network (BPN) number
 - CAGE code/NCAGE Code
 - Vendor name (Legal)
 - Vendor name (Doing Business As - DBA)
 - Vendor name (Division)
 - Vendor address (Physical and Mailing)
 - Vendor email address
 - Point of Contact (POC) name
 - POC telephone number
 - POC email address
 - Business type (support CCR-published business rules for business type: Federal Govt., state govt., small business, Javits Wagner-O'Day Act)

- (JWOD), etc.)
- Organization type (support CCR published business rules for organization type: sole proprietorship/Individual; partnership, employee, etc.)
- Socio-economic data (categories in CCR and certification dates)
- U.S. or Non-U.S.
- PSC Code(s)
- FSC Code
- NAICS Code(s)
- UNSPSC code
- Credit Card Vendor Indicator
- CCR registration indicator (required, exempt)
- CCR registration status (active or expired)
- Comment field
- Taxpayer Identification Number (TIN)
- Foreign address indicator
- Remittance addresses for CCR exempt vendors, for check payments (including street address, city, state, zip code, and country)
- Contact name, telephone number and e-mail address for each remittance address

- SMB-02 **Third-party payee**—Capture third-party payee information associated with a primary vendor including:
- Payee name
 - Payee POC
 - Payee telephone number
 - Payee e-mail address
 - Remittance address or/banking information (account number, account type, Routing and Transit Number - RTN)
- SMB-03 **CCR updates**—Import CCR data. Update vendor data for relevant changes contained in the CCR. Support the data definitions (e.g., data types, field names, field lengths) used in CCR for fields that are common to the CCR and the Acquisition system vendor file. See www.ccr.gov.
- SMB-04 **CCR company name change report**—Identify updated CCR company names (legal, DBA or division) that are different than vendor names on obligations. Generate an exception report to notify agencies of contracts that may require modification. Result is a list of selected vendor ID numbers, details of the CCR company name change, related obligation document numbers and associated vendor names.
- SMB-05 **Manual updates to CCR**—Prevent the agency from manually updating CCR vendor data for vendors required to register in the CCR.
- SMB-06 **Vendor file query**—Query vendor file. Parameters include:
- Vendor ID number
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - Vendor legal name
 - Vendor DBA Name
 - Vendor Division
 - Vendor TIN

Result is a display of all vendor data for the specified vendor. (See requirement AQ-SMB-01 for a complete list of vendor data.) Output options include a spreadsheet formatted data file (e.g., Excel (XLS), Comma Separated Value (CSV.))

- SMB-07 **Vendor file change history**—Maintain a history of changes made to vendor information. Capture name of data item changed, before and after values, entry date and time and ID of user who made the change.
- SMB-08 **Vendor changes on acquisition documents**—Prevent changes made to vendor data on acquisition documents (e.g., POC name information for a proposal, address) from changing main vendor database, and vice versa.
- SMB-09 **Multiple use of a vendor ID number**—Prevent multiple use of a vendor ID number.
- SMB-10 **Vendor file change query**—Query changes made to vendor information. Parameters include vendor ID number and date range of change. Results include vendor ID number, vendor name, date and time of change, ID of user who made the change, name of data item changed, and before and after data values.

Value-Added Requirements

There are no value-added requirements for this process.

Provision/Clause Maintenance Process

The Provision/Clause Maintenance process covers requirements needed by the system to maintain the full array of standard (FAR, agency-unique, and locally generated) provisions and clauses that may be used in solicitations and contracts/orders. The Provision/Clause Maintenance process facilitates activities such as the following:

- Modification and update of provisions and clauses
- Capture of effective dates and dates of changes of provisions and clauses
- Querying and viewing of the full text of provisions and clauses and their underlying prescriptions.

The FAR contains the basic complement of required, optional, and alternate provisions and clauses that a Federal Acquisition system must maintain. The FAR may be supplemented by agency-unique or locally generated materials and policies that an agency can add during or after initial installation.

The Acquisition system must accommodate periodic changes and additions to provisions and clauses and to their underlying prescriptions. The system also must maintain the population of provisions and clauses in a current and up-to-date status; specifically, regulatory changes must be available within 30 calendar days of publication of an interim or final rule in the Federal Register.

Mandatory Requirements

To support the Provision/Clause Management process, the Acquisition system **must** provide automated functionality to do the following:

- SMC-01 **Provision/clause maintenance**—Maintain current solicitation provisions and contract/order clauses for use in generating solicitations, contracts and orders consistent with the FAR, Part 52. Stored provision/clause attributes must include:
- “Provision” or “clause” indicator
 - Number
 - Title
 - Prescription
 - FAR version date
 - Effective date
 - Text
 - Alternate text(s)
 - “Incorporated by reference” indicator
 - Uniform contract format (UCF) section
 - Status (active, inactive)
 - Owner organization
- SMC-02 **Provision/clause classification**—Define provision/clause entries as:
- FAR-prescribed
 - FAR-authorized modification
 - Deviation—class
 - Deviation—individual
 - Acquisition-specific
 - Agency-unique
 - Locally-generated
 - Other
- SMC-03 **Agency-defined provisions/clauses**—Maintain agency or acquisition-specific provisions/clauses that supplement the FAR, recording the same attributes as contained in SMC-01.
- SMC-04 **Provision/clause updates**—Update elements of the FAR provisions and clauses and their associated prescriptions or the agency-specific provisions/clauses and associated prescriptions without programming changes (e.g., through online table adds, changes, and deletes).
- SMC-05 **Provision/clause imports**—Import provision/clause/prescription text updates from standard commercial data sources. Differentiate new text from prior version.
- SMC-06 **Prior versions of provisions/clauses**—Maintain all prior versions of provisions and clauses and their related prescriptions and effective dates.
- SMC-07 **Provision/clause version control**—Maintain version control over all successive provision/clause and prescription updates based on version date and effective date.

- SMC-08 **Future-dated provisions/clauses**—Maintain future-dated effective dates on provisions/clauses and associated prescriptions (e.g., this provision will be effective as of [date]).
- SMC-09 **Provision/clause activation**—Activate or deactivate provisions/clauses for use based on effective date.
- SMC-10 **Deactivating provisions/clauses**—Deactivate provisions and clauses due to statutory rescission or expiration.
- SMC-11 **Provision/clause use**—Define provision/clause use based on the principal types and/or purposes of solicitations, contracts, and orders, as specified but not limited to those in the FAR, Subpart 52.3. Ensure no provisions or clauses are duplicated. Provision/clause use categories include the following:
- Required
 - Required-when-applicable
 - Optional
- SMC-12 **Provision/clause activity query**—Query provisions and clauses. Parameters include any one or a combination of the following:
- Provision/clause number
 - Title
 - Prescription reference
 - Effective date
 - Text contained within the provision or clause
- Result is a display of the full text of all provisions and clauses meeting the specified parameters, including the number, title, prescription number, and effective date. Provide the option to go from the prescription reference to the full text of the prescription.

Value-Added Requirements

There are no value-added requirements for this process.

Provision/Clause Selection Process

The Provision/Clause Selection process covers requirements needed by the system to select the provisions and clauses used in solicitations and contract awards. The Provision/Clause Selection process facilitates activities such as the following:

- Selection of appropriate provisions and clauses in solicitations, contracts/orders, and modifications
- Modification and update of provisions and clauses within solicitations and contracts/orders.

Selection and inclusion of specific provisions and clauses is based on (1) the characteristics and attributes of the acquisition action being undertaken (dollar value, place of performance, type of supplies or services involved, contract type, etc.), (2) agency or local policy, and (3) the judgment of the acquisition professional.

Once provisions or clauses are selected for use, regardless of method, in an acquisition action, the system must maintain a record of the version used for the specific action. A record of the provision and clause selection must include all changes, fill-ins, and additions, and it must be made available to those who review and approve acquisition actions.

This process also covers requirements that allow the agency to establish default criteria for use in selecting provisions and clauses automatically when solicitation and contract/order documents are generated.

Mandatory Requirements

To support the Provision/Clause Selection process, the Acquisition system **must** provide automated functionality to do the following:

- SMD-01 **Provision/clause reference by document**—Associate provisions/clauses with system-generated procurement instruments and related documents.
- SMD-02 **Provision/clause change notification**—Notify the assigned Contract Specialist (CS) or Contracting Officer (CO) when a document referenced provision/clause/prescription text or status changes so that decisions concerning modifications or amendments can be made.
- SMD-03 **Identify provision/clause fill-ins**—Generate a listing of all provisions/clauses that have been selected for an acquisition action (i.e., solicitation, contract, or order) which require data fill-in in by an offeror/contractor or the government. Listing must show those fill-ins that have been completed, those remaining to be completed, and the party responsible for their completion.
- SMD-04 **Provision/Clause Templates**—Generate agency-specific or user-created templates of solicitation provisions and contract/order clauses based upon unique characteristics of a proposed acquisition action. Unique characteristics must include, but not be limited to:
 - Contract type
 - Estimated value
 - Place of performance
 - Competition limitations (e.g. set-asides)
 - Funding status
 - Contract financing method(s)
 - Subject matter of the proposed procurement (e.g., supplies, services, construction, A&E)
 - Government-furnished items
 - Existence or use of options
 - Provision/clause status (required, required when applicable, optional)
- SMD-05 **Provision/Clause selection list**—Generate a list of provisions/clauses selected for preliminary, revised, and final versions of the solicitation, contractor or order. Associate the selection list with the PIID and related documents. Route the selection list for review and approval based on agency-defined workflow.

- SMD-06 **Provision/Clause deselection list**—Generate a list of provisions/clauses deselected in the preparation of the solicitation, contract, or order. Associate the deselection list with the PIID and related documents. Route the deselection list for review and approval based on agency-defined workflow.
- SMD-07 **Deselection justification flag and notification**—Notify the assigned CS/CO when a required or required when applicable provision or clause is deselected and indicate that a justification or deviation request should be prepared.
- SMD-08 **Notification of deviation**—Notify CO/CS of reference to an existing individual or class deviation or to prepare a deviation request. Maintain a record of deviations and deviation requests with the solicitation/contract/order record.
- SMD-09 **Full text capability**—Capture full text of a provision/clause, in lieu of incorporation by reference, upon demand.
- SMD-10 **Provision/clause update notifications**—Notify the associated CS/CO when new or modified provisions/clauses become available for inclusion in solicitations/contracts/orders in preparation.
- SMD-11 **Provision/clause status**—Validate solicitations prior to issuance and contracts/orders prior to award Validation must include provision/clause selections and fill-ins.
- SMD-12 **Invalid provision/clause notification**—Notify the associated CS/CO of invalid selections and fill-ins, missing provisions/clauses and incomplete fill-ins.
- SMD-13 **Prevent final action until validated**—Prevent final action on solicitations/contracts/orders until validated. Allow the agency to override.
- SMD-14 **Contract clause history**—Maintain a history of all solicitation/contract provision/clause additions, changes, deviations, and deletions, including the effective dates of the changes and the user ID of the person who took the action.

Value-Added Requirements

There are no value-added requirements for this process.

Document Control Process

The Document Control process covers capabilities that an Acquisition system must provide to support the capture, editing, and processing of acquisition events, data, and transactions. Acquisition events are evidenced in the system by a “document.” Acquisition event processing is typically accomplished sequentially, from receipt of an AAR, to issuance of a synopsis or solicitation, to award and administration of a contract, to payment approval and closeout. A key capability within document control is the association of documents and data elements within a processing chain. In all the following functions, “documents” includes attachments.

Mandatory Requirements

To support the Document Control process, the Acquisition system **must** provide automated functionality to do the following:

- SME-01 **Acquisition documents**—Capture and process acquisition documents including but not limited to the following:
- AARs
 - AAR amendments
 - Acquisition plans
 - Synopses
 - Solicitations
 - Solicitation amendments
 - Contracts
 - Contract modifications
 - Orders
 - Order modifications
 - Basic Ordering Agreements (BOAs)
 - Basic agreements
 - Blanket Purchase Agreements (BPAs)
 - Modifications to agreements
 - Receiving reports
 - Payment authorizations
 - Acceptance reports
 - Inspection reports
- SME-02 **Document numbers**—Generate a unique system-generated document number for all acquisition documents and capture and relate any agency-assigned document numbers for the same document to the system generated number. Support assignment of a unique procurement instrument identifier (PIID or reference PIID) in accordance with the FAR or agency supplement.
- SME-03 **Document number source**—Define document numbering as system-generated or agency-assigned by document type.
- SME-04 **Duplicate document numbers**—Validate that new document numbers are unique.
- SME-05 **Source system**—Capture the source system identifier and the source system document number on documents imported from an interfaced system.
- SME-06 **Validate document data**—Validate document data using format, content, relational and required type field edits. Apply validation edits to all documents regardless of their original source. Documents can be originated online, system-generated, or imported from other stand-alone or interfaced systems.
- SME-07 **Failed edit notification**—Notify the user when document data fails a validation edit. Include an error code, description and validation error level (rejection, warning or information only). Maintain error records with the associated documents until they are resolved.
- SME-08 **Suspend documents**—Suspend further processing of documents that fail rejection

level validation edits and notify originator of the failure.

- SME-09 **Hold documents**—Allow users to hold documents for data entry completion or processing at a later date. Identify held documents as distinct from system suspended documents.
- SME-10 **Process suspended documents**—Process suspended documents when data that caused the system to suspend processing is corrected (e.g., when CCR vendor status changes from expired to active).
- SME-11 **Failed edit corrections**—Allow authorized users to select suspended or held documents for continued processing after edit corrections are entered. Allow authorized users to designate suspended or held documents for further processing even if edits/corrections have not been entered.
- SME-12 **Cancel processed documents**—Allow authorized users to cancel processed documents.
- SME-13 **Delete unprocessed documents**—Allow authorized users to delete held or suspended documents.
- SME-14 **Contract line item detail on acquisition documents**—Capture the following information at the contract line or sub-line level:
- Line number
 - Line amount
 - Accounting classification elements
 - Quantity
 - Unit of measure
 - Unit Price
 - Extended Price
 - Description
 - PSC or FSC
 - NAICS code
 - Free on Board (FOB) shipping points
 - Mark-For points
 - Ship-To points or destination codes such as DODAACS
 - Other (agency-specific)
 - Item number/NSN/Part number
- SME-15 **Document Changes**—Capture financial changes to acquisition documents. Notify the Core financial system of financial changes.
- SME-16 **Non-Financial Document Changes**—Capture nonfinancial changes to acquisition documents.
- SME-17 **Reference multiple prior documents**—Reference multiple prior documents. For example, associate one solicitation with multiple AARs, and multiple awards with one AAR.
- SME-18 **Document status**—Capture the current system processing status on all documents (e.g., held, suspended, approved, processed, closed, etc.).

- SME-19 **Reopen closed document**—Reopen a closed document to allow further processing against it, without requiring a new or amended document number. Requires authorization as specified by the agency.
- SME-20 **Converted documents**—Capture the following additional information on documents:
- Legacy system identifier
 - Legacy system document number
- SME-21 **Document status query**—Query history of document actions and changes in status. Parameter is document number. Result is a list of document actions and/or statuses and dates of:
- Origination
 - Conversion
 - Receipt
 - Acceptance
 - Rejection
 - Validation
 - Assignment
 - Consolidated
 - Pending Approval
 - Approval
 - Held
 - Suspended
 - Cancelled
 - Deleted
- For each listed date, display the assignee or approver and their organization
- SME-22 **Solicitation status query**—Query history of solicitations and changes in status. Parameter is document number. Result is a list of solicitations and/or statuses and dates of status change:
- In preparation
 - Issued and active/open
 - Closed for receipt of offers/bids.
 - In evaluation.
 - In negotiation
 - Under amendment.
 - Under protest and stayed
 - Under protest and actively being processed: Protested and not stayed.
 - Withdrawn: Solicitation has been removed from FedBizOpps. No offers will be accepted
- For each listed date, display the assignee or approver and their organization
- SME-23 **Contract status query**—Query history of contracts and changes in status. Parameter is document number. Result is a list of contracts and/or statuses and dates of status change:
- In preparation
 - Under protest but proceeding: Protested and not stayed
 - Awarded and active
 - Under modification
 - Under protest and stayed

- Partially terminated
- Fully terminated
- Physically complete: The contract terms have been completely met.
- In closeout: The contract has been completed, but not all items on the closeout checklist have been accomplished.
- Completed and closed

For each listed date, display the assignee or approver and related organization.

SME-24 Related documents query—Query related acquisition documents. Parameter is document number. Result is a list of all related (referenced) document numbers in the document's processing chain. Drill-down to each related document.

SME-25 Standard document query—Query documents. Parameters include any one or a combination of the following:

- Document type
- Document status (e.g., open, closed)
- Vendor ID number
- DUNS number/BPN number
- CAGE code/NCAGE code

Result is a list of selected document numbers with document statuses. Drill-down from each selected document.

SME-26 Document activity query—Query document modifications and cancellations.

Parameters include:

- User Name
- Document number
- Document type
- Change type (modify, cancel)
- Transaction date range
- Period of performance
- Date range

Results include all parameter values, document numbers, dates and time stamps.

SME-27 Global Changes to documents—Allow users to make the global changes to documents.

Value-Added Requirements

There are no value-added requirements for this process.

Information Access Process

The Information Access process defines information that a qualified Acquisition system must maintain for querying and reporting. This information must be available for online display, standard reporting, or ad hoc query, as specified in the requirements.

Specific query and report requirements can be found in subsequent acquisition process areas.

Mandatory Requirements

To support the Information Access process, the Acquisition system **must** provide automated functionality to do the following:

- SMF-01 **Information sources**—Generate queries and reports using the following system maintained data categories and all elements referenced in queries and reports of this document:
- Acquisition documents
 - Vendor information
 - Accounting classification elements
 - Contract file history
 - Related procurement actions
 - Findings and disputes
 - Acquisition planning
- SMF-02 **Information aggregation**—Support aggregation of acquisition data at the agency or any defined organizational level as specified in the section, Technical System Requirements - Workflow/Messaging (TLE) for analysis and reporting.
- SMF-03 **Accounting information detail**—Support the receipt of financial data for acquisition actions from the core financial system from commitment through invoice/payment at the document and line item levels.
- SMF-04 **AAR management report**—Generate a report of AARs. Parameters are Contracting Officer, Contract Specialist, date range, requestor, and status. Result is a summary list of acquisition actions including but not limited to:
- Selection parameters
 - Agency
 - Office
 - Dollar amount
 - Quantity
- Drill down to display:
- AAR number
 - Date received
 - Date synopsised
 - Date of solicitation
 - Date of award
 - Amount
 - Days between status change
 - Status of individual line items

- SMF-05 **Contract management report**—Generate a report of contracts/orders. Parameters are agency, office, contract status, period of performance, procurement action, procurement purpose, solicitation method, and pricing/compensation type. Result is a list of contract/order numbers including but not limited to the following:
- Selection parameters
 - Contracting Officer
 - Contract Specialist
 - Vendor name
 - Vendor ID number
 - Contracting Officer Representative (COR)/Contracting Officer Technical Representative (COTR)
 - Dollar value of contract/order
- Drill down to documents and document lines.
- SMF-06 **Options to exercise report**—Generate a report of options yet to be exercised. Parameters are contracting officer, agency, office, period of performance. Result is a list including but not limited to:
- Contract ceiling
 - Contract Specialist
 - Vendor name
 - Vendor ID number
 - COR/COTR
 - Contract size (between Micropurchase and SAP thresholds, between SAP threshold and \$500,000, and > \$500,000)
 - Option amount
 - Option exercise notice date
 - Option effective date
 - Option period of performance
 - Procurement action
 - Procurement purpose
 - Pricing/compensation type
- Drill down to document lines.
- SMF-07 **Report of facts and decisions**—Generate a report of findings of facts and decisions issued under the Disputes clause. Parameters are contract/order number, agency, office, contract/project name, vendor name and vendor number. Result is: a list of actions including but not limited to:
- Parameters
 - Administrative Contracting Officer (ACO)
 - Issues
 - Facts
 - Decisions

Value-Added Requirements

There are no value-added requirements for this process.

Business Process Controls Process

The Business Process Controls process covers the system capabilities needed to automate, configure, and track the workflow of standard acquisition business processes. An example of a

business process subject to automation is issuing a solicitation. Although the process of issuing a solicitation is considered standard, the workflow, routing, and tracking of the process is configurable by the agency. The following are configurable business processes:

- Processing triggers
- Required approvals
- Activity routing
- Generated notices and alerts
- Processing checklists
- Date tracking.

The Business Process Controls process also provides an inventory of the basic Acquisition system processes that should be delivered with the system with the ability to be reconfigured. These processes support doing business within the framework of the FAR.

Mandatory Requirements

To support the Business Process Controls process, the Acquisition system **must** provide automated functionality to do the following:

- SMG-01 **Contract file**—Maintain an electronic contract file as per the requirements of FAR Part 4.803 “Content of Contract Files”. Allow the user to add/associate new acquisition action-related materials including but not limited to:
 - AARs
 - Procurement instruments
 - Related documents
 - Proposals
 - Attachments
 - Comments
 - Notes
 - Correspondence to/from the contractor
 - Deliverable reports
 - Receiving/Inspection reports
 - Invoices
 - Checklists and milestone plans
- SMG-02 **Contract file indexing**—Associate imported files with system maintained acquisition documents. Capture index data for all filed materials including:
 - Attachment/document name
 - Description
 - Date added
 - Source
- SMG-03 **User comments**—Capture system user comments on system-maintained acquisition documents and attachments.

- SMG-04 **Information requests**—Capture external requests for information including but not limited to:
- Description of information requested
 - Source
 - Date received
 - Assignee
 - Response due date
 - Disposition status
- SMG-05 **Retain related materials**—Prevent deletion of procurement action-related documents after contract award.
- SMG-06 **Contract file notices**—Notify the assigned user when an item is added to the contract file.
- SMG-07 **Assign RIDS**—Capture a Records Inventory and Disposition System (RIDS) classification code with each contract file.
- SMG-08 **Approving official profile**—Maintain approving official profiles including authorized actions and dollar-value thresholds.
- SMG-09 **External approvals**—Define at least eight (8) levels of approval/coordination for external source/organization use outside of the system.
- SMG-10 **Internal approvals**—Define at least eight (8) levels of approval/coordination for internal source/organization use within the system.
- SMG-11 **Approval levels**—Define required approval levels by document type, approval action, object classification code, contract officer warrant levels, and dollar value thresholds.
- SMG-12 **Procurement document initiation**—Define procurement documents that can be automatically initiated and the criteria for their use.
- SMG-13 **Assignment notification**—Notify approving officials of assigned roles, approval levels, and security levels.
- SMG-14 **Define and maintain status notification levels**—Define contract file status notification rules. Identify all required notifications based on:
- File type,
 - Document type,
 - Contract amount,
 - Event category, and
 - Notification level

- SMG-15 **AAR status**—Capture the current processing status of AARs. Include the following statuses:
- Received
 - Rejected by system
 - Validated
 - Suspended by system (did not pass validations)
 - Assigned
 - Held
 - Approved
 - Suspended by user
 - Processed
 - Cancelled
 - Pending approval
 - Complete
- SMG-16 **Acquisition plan status**—Capture the current processing status of acquisition plans. Include the following statuses:
- In preparation
 - Cancelled
 - Consolidated
 - Plan pending approval
 - Plan approved
 - Acquisition plan being revised
 - Revised acquisition plan approved
 - Held
 - Suspended
 - Cancelled
 - Complete
- SMG-17 **Solicitation status**—Capture the current processing status of solicitations including:
- Synopsis in preparation
 - Synopsis posted
 - Solicitation in preparation
 - Provisions/clauses verified
 - Solicitation pending approval
 - Solicitation approved
 - Amendment in preparation
 - Amendment pending approval
 - Amendment approved
 - Amendments issued
 - Solicitation issued
 - Protested and stayed
 - Protested but not stayed
 - Closed for receipt of offers
 - Under evaluation
 - Cancelled
- SMG-18 **Contract/order status**—Capture the current processing status of contracts/orders including:
- Award documents in preparation
 - Award documents pending approval
-

- Award documents approved
 - Awarded
 - Award protested
 - Award suspended pending resolution of protest
 - Active
 - Under stop work notice
 - Partially terminated for default
 - Fully terminated for default
 - Partially terminated for convenience
 - Fully terminated for convenience
 - Physically complete
 - Administratively complete
 - In closeout
 - Closed out
- SMG-19 **Contract/order funding status**—Capture the current funding status of a contract or order:
- Unfunded
 - Partially funded
 - Fully funded
- SMG-20 **Receiving report status**—Capture the current processing status of receiving reports and payment authorizations including:
- Received by system
 - Rejected by system
 - Validated
 - Returned
 - Approved
 - Processed
 - Cancelled
- SMG-21 **Prevent unauthorized use**—Prevent unauthorized users from entering document approvals or making any status changes.
- SMG-22 **Require disapproval reason**—Capture reason code and a text description when an adverse action is taken (e.g. disapproving a document/processing step).
- SMG-23 **Unauthorized changes**—Prevent changes to approved procurement instruments and related documents that are approved or awaiting approval. Allow override by authorized officials.
- SMG-24 **Document notices**—Notify the assigned user when the status of an acquisition changes. Include the following information:
- Solicitation/Contract/Order number
 - Document number
 - Document type
 - Status change
 - User ID
 - Date/time stamp
- SMG-25 **Send notifications**—Notify users via standard e-mail or internally using the procurement application’s in-box.

- SMG-26 **Acquisition plan workflow**—Deliver an acquisition plan workflow process. Automate the following conditional steps:
- CS/CO notification
 - Consolidate AARs
 - Review potential sources
 - Preliminary acquisition plan approvals
 - Revised plan approvals
 - Source selection review/approvals
- SMG-27 **Synopsis/Solicitation workflow**—Deliver a synopsis/solicitation workflow process. Automate the following basic steps:
- FedBizOpps notification
 - Core system funds availability inquiry
- SMG-28 **Source selection workflow**—Deliver a source selection workflow process. Automate the following conditional steps:
- Source Selection Evaluation Board (SSEB) notification
 - Receipt of evaluator nondisclosure, conflict of interest forms
 - Online evaluator training
 - Receipt of SSEB evaluations/recommendations
 - Technical
 - Financial
 - Management
 - Source Selection Authority (SSA) decision/recommendations
 - Source selection review/approvals
 - Requestor/vendor notifications
- SMG-29 **Award workflow**—Deliver a contract award workflow process. Automate the following conditional steps:
- Procurement committee review
 - Pricing review
 - Congressional notification
 - Contractor acceptance
 - Core financial system notification of obligation
 - Debriefings
 - Contract distribution
 - Contract administrator notification
 - Contract FedBizOpps (FBO) and FPDS-NG reports
- SMG-30 **Contract/order mod workflow**—Deliver a contract/order modification workflow process. At a minimum, automate the following steps:
- Receipt of modification request
 - Assignment of responsibility for drafting the necessary modification documents
 - Preparation of modification documents
 - Review/approval of proposed modification
 - Issuance of approved modification documents
 - Receipt of signed modification documents (if bilateral modification)
 - Routing of bilateral modification for signature by the government
 - Distribution of fully executed modification documents
 - Issue notifications of affected parties (agency configurable)

- SMG-31 **Contract mod workflow**—Deliver a contract modification workflow process. Automate the following conditional steps:
- Change proposal modification
 - Acceptance
 - Distribution
 - Notifications
- SMG-32 **Invoice/Payment workflow**—Deliver an approve payment workflow process. Automate the following conditional steps:
- Invoice/payment request receipt
 - Payment review/approval receipt
 - Payment request review/approval
 - Notice to Core financial system
- SMG-33 **Closeout Workflow**—Deliver a contract closeout workflow. Automate the following basic process steps:
- Final acceptance/payment review
 - Disposition of property
 - Disposition of audits and claims
 - Patent and royalties review
 - Request for contractor releases and rebates
 - Preparation of deobligation documentation to be sent to the Core financial system.
- SMG-34 **Contract Incentives workflow**—Deliver a contract incentives/determination workflow process.
- SMG-35 **Exercise options workflow**—Deliver an exercise options workflow process.
- SMG-36 **Protest workflow**—Deliver a protest workflow process.
- SMG-37 **Dispute workflow**—Deliver a dispute workflow process.
- SMG-38 **Information request workflow**—Deliver an information request management workflow process for use in receiving, routing, tracking, scheduling, and responding to information requests such as Congressional inquiries, Freedom of Information Act (FOIA) requests, requests from GAO, IG, or auditors, requests in support of litigation or administrative activities, etc.
- SMG-39 **Delivered workflow customization**—Customize delivered workflows to conform to agency-specific policy and procedures.
- SMG-40 **Checklists**—Define user-configurable checklists of required processing steps by document type to be configurable by agency.
- SMG-41 **Checklist completion**—Capture the completion status of each checklist item.

- SMG-42 **Checklist notices**—Notify the designated user when a required checklist item status changes. Include the following information:
- Contract number
 - Document number
 - Document type
 - Checklist item
 - Status change
 - User ID
 - Date/time
- SMG-43 **Final release**—Prevent finalization of documents until all required checklist items are cleared (i.e., all approvals have been obtained). Allow override by authorized officials with remarks.
- SMG-44 **Final approvals**—Prevent the release (distribution) of documents that are incompletely processed.
- SMG-45 **Closeout checklist**—Prevent contract closeout until checklist items are completed. Allow override by authorized officials with remarks.
- SMG-46 **Checklist query**—Query checklist data. Parameter is an acquisition document or PIID. Result is a display of checklist items and their completion status.
- SMG-47 **Incomplete checklists**—Notify user of checklist items that have not been completed when documents are submitted for finalization.
- SMG-48 **Contract File Missing Items Report**—Generate a status report of missing mandatory contract file items as required per FAR 4.803 and configurable. Parameters are agency, office, contract name, vendor name, vendor number, and contract number. Result is a list of missing items including:
- Parameters
 - Contracting officer
 - Contract Specialist
 - Dollar value of contract
 - Title of missing item
- SMG-49 **Define milestone monitoring rules**—Define rules for tracking date-driven calendar events (i.e., milestones) based on:
- Procurement action
 - Procurement purpose
 - Procurement pricing
 - Document type
 - Initiating process/action
 - Control period (# business days)
 - Closing process/action
 - Alert code
 - Alert text
 - Alert level (i.e., warning only, warning/subject to override, process error/not veritable)
 - Alert frequency (i.e., one-time, daily, weekly)
 - Advance warning (# business days)

- User ID (for sending alert notices)
- SMG-50 **Milestone prerequisites**—Define prerequisite actions that must be performed prior to a calendar event.
- SMG-51 **Milestone completion dates**—Update calendar event completion dates to align the schedule of dependent milestones for the procurement instrument, or other dependent acquisitions, based on the issued date.
- SMG-52 **Outside event dates**—Capture calendar event completion dates for activities undertaken outside of the system.
- SMG-53 **Milestone notices**—Notify users of calendar events based on milestone rules. Notify users when a calendar completion date is past due.
- SMG-54 **Milestone checklists**—Query calendar event data. Parameter is acquisition document or PIID. Result is a list of calendared events, due dates and completion dates.
- SMG-55 **User-defined milestones**—Generate a report of calendar event rules for all preaward and postaward acquisition processes.
- SMG-56 **Milestone performance tracking**—Capture tracking data and dates for events overdue or upcoming.
- SMG-57 **Associate milestones**—Associate milestones with acquisition documents (e.g., AAR, solicitation, award, postaward, etc.).
- SMG-58 **Milestone performance query**—Query milestone tracking data. Parameters are CO, CS, contract number, and date range. Result is a list of calendar events including:
- Selection parameters
 - Organization code
 - Event description
 - Due date
 - Completion status
 - Prerequisites
 - Export event data to a spreadsheet file format
- SMG-59 **Overdue milestones query**—Query overdue milestones. Parameters are CO, CS, contract number, and date. Result is a list of past due calendar events including but not limited to:
- Selection parameters
 - Organization code
 - Event description
 - Due date
 - Completion status
 - Prerequisites
 - Export event data to a spreadsheet file format

- SMG-60 **Document checkout**—Deliver a contract file document check-out capability. Prevent documents from being checked out in read/write mode by multiple authorized users. Allow documents in read-only mode to be checked out by multiple users at the same time.
- SMG-61 **Acquisition workload query**—Query acquisition activity. Parameters are CO, CS, date range, CO's agency, CO's office, procurement action, status and dollar range. Result is a summary of selected procurement activities including but not limited to:
- Selection parameters
 - Item count
 - Average processing days
 - Total item value
- Drill-down from activity summary to supporting document details. Display document number, date received, date approved, status, dollar value, and quantity. Link to contract file. Export to a spreadsheet file format.
- SMG-62 **Lead times**—Query acquisition plan data. Parameters include but are not limited to contract type, CO, CS, date range, requestor, agency, office, status, and dollar range. Calculate historical preaward and postaward administrative lead times. Provide ability to export to a spreadsheet file format.

Value-Added Requirements

To add value to the Business Process Controls process, the Acquisition system **should** provide automated functionality to do the following:

- SMG-63 **Track staff work assignments**—Capture staff hours charged by contract, acquisition process, project, task and sub-task.

System Interface Process

A qualified Acquisition system must have the capability to interface with internal agency-run applications such as the Core financial, program planning and budget, asset/property management, purchase card, and requisition systems. In addition, the system must effectively interface with all systems associated with the IAE. The System Interface process defines the types of interfaces required and the capabilities needed to implement them.

Within the IAE, a system interface may be based on a batch file transfer, transactional data exchange, or hyperlink technology. Internal systems may be integrated or interfaced by vendor-defined transaction data exchange. Interface methods, where required, are also defined in this section.

Mandatory Requirements

To support the System Interface process, the Acquisition system **must** provide automated functionality to do the following:

- SMH-01 **Core financial system interface**—Deliver the capability to interface with an agency Core financial system in real time.

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- SMH-02 **Import commitment accounting data**—Import commitment and commitment modification accounting data from the agency Core financial system. Stpre accounting data at the document line and sub-line levels.
- SMH-03 **Import requisitions**—Import requisition and requisition modification document data from an agency requisitioning/inventory management system. Generate document detail at the line and sub-line item levels.
- SMH-04 **Export requisitions**—Export requisition and requisition modification document data to the agency Core financial system. Generate document detail at the document line and sub-line item levels.
- SMH-05 **Export obligations**—Export obligation and obligation modification document data to the agency Core financial system. Generate document detail at the document line and sub-line levels.
- SMH-06 **Import receiving reports**—Import receiving report and receiving report modification document data from the agency materials management system. Generate document detail at the line and sub-line item levels
- SMH-07 **Export receiving reports**—Export receiving report and receiving report modification document data to the agency Core financial system. Generate document detail at the line and sub-line levels.
- SMH-08 **Export funds availability queries**—Export funds availability query data to the agency Core financial system.
- SMH-09 **Import funds status**—Import funds availability query result data from the agency Core financial system.
- SMH-10 **Core acknowledgements**—Import Core financial system document processing acknowledgements.
- SMH-11 **CCR system interface**—Deliver the capability to interface with CCR.
- SMH-12 **CCR vendors**—Import acquisition vendor data from CCR.
- SMH-13 **GSA Advantage system interface**—Deliver the capability to interface with the GSA Advantage system. Application program interface (API) in development.
- SMH-14 **Import/export GSA Advantage**—Import electronic supply schedule data from GSA Advantage for “Create Request For Quote”, “Select Best Offer”, and “Create Purchase Order” business processes. Export RFQ and SOW.
- SMH-15 **EPLS system interface**—Deliver the capability to interface with the Excluded Parties List System (EPLS). API in development.
- SMH-16 **Import EPLS**—Import excluded parties data for a DUNS number/BPN number from EPLS. API in development.

- SMH-17 **eSRS system interface**—Deliver the capability to interface with the electronic Subcontracting Reporting System (eSRS). API in development.
- SMH-18 **Import eSRS**—Import eSRS reports for a vendor/contract in spreadsheet (e.g., CSV or XLS) format from eSRS.
- SMH-19 **FBO system interface**—Deliver the capability to interface with the FedBizOpps/FBO system, the electronic government point of entry.
- SMH-20 **Export FBO**—Export RFI, synopsis, RFQ, RFP, and award notice transaction data to FBO.
- SMH-21 **FedReg system interface**—Deliver the capability to interface with the registry of government entities Federal Agency Registration (FedReg) system.
- SMH-22 **Import agency FedReg**—Import federal agency registration data from FedReg.
- SMH-23 **FedTeDS system interface**—Deliver the capability to interface with the Federal Technical Data Solution (FedTeDS) system. API in development.
- SMH-24 **Export FedTeDS**—Export sensitive agency posted documents to FedTeDS.
- SMH-25 **FPDS-NG system interface**—Deliver the capability to interface with the FPDS-NG.
- SMH-26 **Export to FPDS-NG**—Export required FPDS-NG data from the acquisition system for all reportable contract actions and for correction of previously exported data.
- SMH-27 **ORCA system interface**—Deliver the capability to interface with the On-Line Representation and Certification Application (ORCA).
- SMH-28 **Import reps and certs**—Import vendor representations and certifications transaction data from the Online Representations and Certifications Application (ORCA).
- SMH-29 **Requisition system interface**—Deliver the capability to interface with an agency requisition system.
- SMH-30 **Import AARs**—Import AAR transactions from agency requisition system.
- SMH-31 **WDOL system interface**—Deliver the capability to interface with Wage Determinations On-line (WDOL).
- SMH-32 **Import wage determinations**—Import DOL wage rate determination data.
- SMH-33 **CPARS interface**—Deliver the capability to hyperlink from within the application to the Navy Contractor Performance Assessment Reporting System (CPARS) to transmit military agency contractor performance reports.
- SMH-34 **CPS interface**—Deliver the capability to hyperlink from within the application to the National Institute of Health (NIH) Contractor Performance System (CPS) to transmit civilian agency contractor performance reports.

- SMH-35 **DOD EMail interface**—Deliver the capability to hyperlink from within the application to the DOD EMail website to access the DOD Electronic Mall Catalog.
- SMH-36 **EEO interface**—Deliver the capability to hyperlink from within the application to the Equal Employment Opportunity (EEO) Registry to validate compliance.
- SMH-37 **GSA Advantage**—Deliver the capability to hyperlink from within the application to the GSA Advantage electronic supply schedules.
- SMH-38 **PPIRS interface**—Deliver the capability to hyperlink from within the application to the Past Performance Information Retrieval System (PPIRS) website.
- SMH-39 **VETS-100 interface**—Deliver the capability to hyperlink from within the application to the DOL Veterans' Employment and Training Service (VETS-100) website to access the VETS-100 reports.
- SMH-40 **JWOD interface**—Deliver the capability to hyperlink from within the application to the JWOD website.
- SMH-41 **Property systems interfaces**—Deliver the capability to interface with agency property systems where they are separate from Core financial systems including:
- Fixed asset
 - Supply
 - Inventory
 - Property accountability
- SMH-42 **Export asset information**—Export asset acquisition data to agency asset management (AM) systems.
- SMH-43 **AM acknowledgements**—Import AM system processing acknowledgements.
- SMH-44 **PPBE system interface**—Deliver the capability to interface with an agency Program ,Planning, and Budget Execution (PPBE) system where they are separate from the Core financial system.
- SMH-45 **Export AAR acknowledgements**—Export AAR processing acknowledgements.
- SMH-46 **Real time**—Provide the capability for all system interfaces to be real time.

Value-Added Requirements

To add value to the System Interfaces process, the Acquisition system **should** provide automated functionality to do the following:

- SMH-47 **Purchase card**—Deliver the capability to interface with the agency purchase card system where they are separate from the Core financial system.
- SMH-48 **D&B system interface**—Deliver the capability to interface with the commercial Dun and Bradstreet (D&B) system.

- SMH-49 **Import D&B**—Import financial capabilities information about a company from D&B. (Optional service).
- SMH-50 **Import D&B DUNS**—Import DUNS number/BPN number, vendor name, vendor address, and remittance address data for CCR exempt vendors.
- SMH-51 **Reverse auction fee-based provider**—Deliver the capability to interface with fee-based reverse auction provider(s).
- SMH-52 **Export reverse auction order**—Export an order to a fee-based auction provider..
- SMH-53 **Import reverse auction bids**—Import bids from reverse-auction sellers.

Forms Control Process

The Forms Control process defines the forms an agency must use in the acquisition process. Each contract type requires specific forms and text, which are specified in the FAR and may be further defined by agency policies.

Mandatory Requirements

To support the Forms Control process, the Acquisition system **must** provide automated functionality to do the following:

- SMI-01 **Forms library**—Maintain a forms template library. Provide form version control. Template categories include:
- Procurement forms as defined in the FAR
 - Agency-defined forms and letters
- SMI-02 **Define templates**—Define form templates. Template-supported functionality must include the ability to configure:
- Layout
 - Text
 - Field format (text, number, date)
 - Field content (data value or fill-in)
- SMI-03 **Form data**—Define data elements to be captured, edited, and used to generate forms, reports and other required system outputs.
- SMI-04 **Forms outputs**—Generate form outputs. Required output format can be:
- Online viewable
 - Printed
 - Electronic file
- SMI-05 **FAR-prescribed forms (1)**—Deliver predefined form templates for the FAR-prescribed forms including but not limited to:
- DD Form 254 - Contract Security Classification Specification
 - OF 347 - Order for Supplies or Services
 - OF 1419 - Abstract of Offers—Construction or equivalent
 - SF 18 - Request for Quotations
 - SF 26 - Award/Contract
 - SF 30 - Amendment of Solicitation/Modification of Contract

- SF 33 - Solicitation, Offer and Award
- SF 252 - Architect-Engineer Contract
- SF 1420 - Performance Evaluation—Construction Contracts
- SF 1421 - Performance Evaluation (Architect-Engineer)
- SF 1442 - Solicitation, Offer and Award (Construction, Alteration, or Repair)
- SF 1449 - Solicitation/Contract for Commercial Items
- SF 1409 - Abstract of Offers or equivalent
- SF 1423 - Inventory Verification Survey
- SF 1424 - Inventory Disposal Report
- SF 1447 - Solicitation/Contract

Value-Added Requirements

To add value to the Forms Control process, the Acquisition system **should** provide automated functionality to do the following:

- SMI-06 **FAR-prescribed forms (2)**—Deliver predefined form templates for FAR- prescribed forms including but not limited to:
- OF 90 - Release of Lien on Real Property
 - OF 91 - Release of Personal Property from Escrow
 - OF 307 - Contract Award
 - OF 308 - Solicitation and Offer-Negotiated Acquisition
 - OF 309 - Amendment of Solicitation
 - SF 120 - Report of Excess Personal Property
 - SF 126 - Report of Personal Property for Sale
 - SF 1403—Preaward Survey of Prospective Contractor—General
 - SF 1404—Preaward Survey of Prospective Contractor—Technical
 - SF 1405—Preaward Survey of Prospective Contractor—Production
 - SF 1406—Preaward Survey of Prospective Contractor—Quality Assurance
 - SF 1407—Preaward Survey of Prospective Contractor—Financial Capability
 - SF 1408—Preaward Survey of Prospective Contractor—Accounting System
 - SF 1445 - Labor Standards Interview
 - SF 1446 - Labor Standards Investigation Summary

Audit Trails Process

Audit trails are critical to providing internal processing controls over documents, transactions, and data maintained by the Acquisition system. Full and complete records of audit trails are mandatory for auditing. For procurement users, audit trails provide information needed to research document processing history and establish the governing rules that were in place when a procurement action was taken and recorded by the system.

Mandatory Requirements

To support the Audit Trails process, the Acquisition system **must** provide automated functionality to do the following:

- SMJ-01 **Configurable item audit trail**—Generate an audit trail of configurable item changes (additions, updates, deletion, deactivation). Audit records must include:
- Configurable item ID (i.e., table, operating parameter name)
 - Change made

- User ID/Name
- Date/time stamp

SMJ-02 **Document record change audit trail**—Generate an audit trail of document record changes (origination, update, deletion). Audit trail records must include:

- Document number
- Change made
- User ID/Name
- Date/time stamp

SMJ-03 **Document processing audit trail**—Generate an audit trail of document approval actions including:

- Document number
- Action taken
- Approver(s) User ID/Name
- Date/item stamp

SMJ-04 **Contract file audit trail**—Generate an audit trail of contract file updates. Audit records include:

- Contract number
- Document number
- Action taken
- User ID/Name
- Date/item stamp

Value-Added Requirements

There are no value-added requirements for this process.

Intragovernmental Agreement Control Process

The Intragovernmental Agreement Control process defines the rules for recording, editing, and processing intragovernmental agreements between federal agencies that are entered directly in the acquisition system. In addition to recording these documents, the acquisition system must be able to record and process document-related information originating in other systems. All intragovernmental agreements must be handled consistently, regardless of their point of origin. The acquisition system must ensure that these agreements are controlled properly to provide reasonable assurance that the funds are available, tolerances between documents are not exceeded, and other transaction processing edits are met. The acquisition system edits for the presence of data elements required on all system documents or on specific document types. The Intragovernmental Agreement Control process defines these required data elements and validations.

Mandatory Requirements

There are no mandatory requirements for this process.

Value-Added Requirements

To support the Intragovernmental Agreement Control process, the acquisition system **should** provide automated functionality to do the following:

- SMK-01 **Intragovernmental Agreement Terms and Conditions**—Capture the following additional data elements when establishing reimbursable agreements between federal entities (intragovernmental):
- TAS for both Trading Partners
 - BETC for both Trading Partners
 - Method of payment
 - BPN number for both Trading Partners
 - Finance office point of contact information including name, location, and telephone number.
 - Advance payment/liquidation provisions
 - Performance (revenue and expenses) reporting method
 - Performance reporting frequency
 - Right to modify indicator
 - Right to cancel indicator
 - Right to terminate indicator
- SMK-02 **Validate TAS/BETC**—Validate TAS/BETCs captured on intragovernmental reimbursable agreements.
- SMK-03 **Intragovernmental Agreement Dispute Resolution**—Capture intragovernmental dispute information to include:
- Reimbursable agreement number
 - DUNS/BPN for both trading partners
 - Dispute Type (i.e., accounting, contractual)
 - Dispute Reason,
 - CFO Signatures from both Trading Partners
 - Dispute Type
 - Dispute Referral Indicator
 - Dispute Date
 - Resolution Date
- SMK-04 **Report of facts and decisions**—Generate a report of findings of facts and decisions issued under the Disputes clause. Parameters are contract number, agency, office, contract/project name, and vendor. Result is a list of transactions including but not limited to:
- Parameters
 - Administrative Contracting Officer (ACO)
 - Issues
 - Facts
 - Decisions

Requirement Definition Function

The Define Requirement function starts the acquisition process. This function ensures that capabilities exist to capture and assess requirements submitted in an acquisition request. The Acquisition system receives requirements as AARs, either directly entered into the Acquisition system or from an external system, such as a requisition system, inventory/supply system, work/repair order management system, or Core financial system where the funds are committed.

The Define Requirement function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- AAR Establishment (RDA)
- Requirement Assessment (RDB).

AAR Establishment Process

The AAR Establishment process captures information provided by and about the requestor and system-generated data such as the document number (i.e., referential data creation). Information provided as part of the AAR may also include various documents as attachments, such as statements of work, market research, standards and specifications, and sole source justification. In addition to funded requirements for immediate procurement action, the AAR Establishment process allows unfunded requirements to be entered for planning or for purchase action based on future availability of funds. The authority to make and enter the request will be based on agency-defined roles.

Mandatory Requirements

To support the AAR Establishment process, the Acquisition system **must** provide automated functionality to do the following:

- RDA-01 **AAR requestor information**—Capture the following requestor information on AAR documents:
- Requestor's name
 - Requestor's telephone number
 - Requestor's address
 - Requestor's e-mail address
 - Requestor assigned tracking number (e.g., AAR number)
 - Requestor's organization code (e.g., agency/office symbol, unit identification code(s), BPN number, or allotment code)
- RDA-02 **AAR document data**—Capture the following additional data elements on AAR documents at the line item level:
- Statement of Work (SOW)/Statement of Objectives (SOO)/Performance Work Statement (PWS) Specifications
 - Standards
 - Item Number/# NSN)/Part Number
 - Requested delivery or period of performance dates

- Place of performance
 - Estimated dollar amount of request
 - Estimated total cost
 - Asset category
 - Shipping terms (FOB origin or destination)
 - Ship-To name
 - Ship-To address
 - Ship-To codes
 - Packaging requirements
 - Marking requirements (e.g. mark for name, mark for address, mark for codes)
 - Comments/other text
- RDA-03 **NSP items**—Capture line item components not separately priced (NSP) (e.g., computer, monitor, hard drive, and 2 external drives where only the computer has the line item dollar value).
- RDA-04 Zero dollar line item requests—Capture AARs where the total amount is zero dollars.
- RDA-05 **Suggested sources**—Capture multiple (at least three) suggested sources with the following elements but not limited to:
- Vendor name (Legal)
 - Vendor name (DBA)
 - Vendor name (Division)
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - POC's name
 - POC's telephone number
 - POC's e-mail address
 - POC's mailing address
- RDA-06 **AAR fund cite**—Capture the accounting classification elements of a fund cite on AAR documents at the line item level.
- RDA-07 **AAR funding plan**—Capture the accounting classification elements of a funding plan on AAR documents at the line item level.
- RDA-08 **AAR funds certification**—Verify funds availability at the AAR document line level in the Core financial system.
- RDA-09 **AAR fund cite update**—Update fund cite on AAR document lines upon receiving verification that funds are available.
- RDA-10 **Validate for funding plan or cite**—Validate for the presence of and valid values for a funding plan or fund cite on each line item of an AAR document.
- RDA-11 **Master contract ties**—Create task/delivery orders from requests not initially tied to a Master Contract.

Value-Added Requirements

To add value to the AAR Establishment process, the Acquisition system **should** provide automated functionality to do the following:

- RDA-12 **Creation and index of requirements**—Allow input by nonprocurement and nonfinancial users for creation and index of requirements.

Requirement Assessment Process

The Requirement Assessment process validates data provided by the AAR Establishment process and consolidates like requirements. Invalid requests are rejected and routed back to the AAR source for further action, or they are suspended awaiting procurement management review and action. AARs without complete documentation, data, or funding may be suspended for management review to determine if they are to be rejected or processed awaiting additional information or funding. Valid requests are assigned to a contract specialist/buying officer for processing. Workload, area of specialization, and warrant level are factors in determining assignments. The status is updated whenever the request is routed for action, reassigned, suspended, or canceled.

Mandatory Requirements

To support the Requirement Assessment process, the Acquisition system **must** provide automated functionality to do the following:

- RDB-01 **AAR assignment**—Apply workflow rules and thresholds to derive AAR responsibility assignment, using warrant level, area of specialization (commodities, services, Research and Development - R&D), urgency, and current workload. Assign AAR to appropriate assignee.

- RDB-02 **Query documents for like requests**—Query AAR and Solicitation documents to identify like (common) AARs for potential consolidation. Parameters include any one or a combination of the following but are not limited to:

- Document type (e.g, AAR document type, solicitation document type)
- Document status (e.g., open, closed)
- FSC and PSC codes (i.e., classification codes)
- NAICS
- Item number/NSN/Part Number
- Date Range

Result is a list of the document numbers and document line numbers that contain like purchase requests. Include the document statuses, classification codes, NAICS, and Item number/NSN/Part Numbers in output results.

- RDB-03 **Query descriptions for like request descriptions**—Query AAR and Solicitation description fields to identify like AARs for potential consolidation. Parameters include any one or a combination of the following:

- Document type (AAR/Solicitation)
- Document status (e.g., open, closed)
- Description text

Result is a list of document numbers and document line numbers that contain matching text. Include the document statuses and matching text in output results.

- RDB-04 **Flag AAR lines for consolidation**—Flag AAR line items for potential consolidation.
- RDB-05 **Consolidate like requests**—Delete line items from one AAR document and add to another AAR document in order to consolidate common requests.
- RDB-06 **Reassign AARs**—Reassign AARs upon consolidation.
- RDB-07 **AAR assignment notification**—Notify requestor when an AAR is assigned or reassigned.
- RDB-08 **Cancel AARs**—Cancel AARs until point of award.
- RDB-09 **Notify Core financial system**—Notify the Core financial system of AAR cancellations or line item deletions, additions, and modifications.
- RDB-10 **Socioeconomic**—Identify AARs that that meet the dollar threshold for small business concerns and set-asides.
- RDB-11 **Small business representative notification**—Notify agency Small Business specialist or Small Business Administration Procurement Center Representative when an assignment has been made.

Value-Added Requirements

There are no value-added requirements for this process.

Acquisition Planning Function

The Acquisition Planning function is critical to the development of the solicitation/contract and to a successful acquisition. During Acquisition Planning, the requirement expressed in an AAR is analyzed to determine the best procurement approach, with emphasis on locating suitable commercial items or nondevelopmental items, fostering full and open competition, and coordinating with all individuals responsible for significant aspects of the acquisition.

The contract specialist will screen requirements through a preliminary analysis to locate mandatory or preferred sources. The specialist will then conduct market research to understand not only the required and alternative products but the industry and market conditions. All the information derived from this research and analysis is then used to develop the acquisition plan that maps the best procurement approach while complying with acquisition regulations and agency-specific business rules.

The Acquisition Planning function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- Preliminary Analysis (APA)
- Market Research (APB)
- Procurement Approach (APC).

Preliminary Analysis Process

The Preliminary Analysis process enables the Contract Specialist to determine if the required goods or services are available from an existing source. Querying by product identification codes (NAICS, PSC, FSC, and UNSPSC), requirement descriptions, and nomenclature provides a list of possible sources. Sources may be identified as mandatory due to law or regulation, or they may be predefined as a result of agency arrangements. The availability of mandatory or predefined sources may permit the Contract Specialist to issue an order against an existing contract or agreement, thereby simplifying the level of acquisition planning required and the need to conduct acquisition planning. When mandatory or predefined sources are not identified during the Preliminary Analysis process, the Contract Specialist will conduct market research to locate other sources.

Mandatory Requirements

To support the Preliminary Analysis process, the Acquisition system **must** provide automated functionality to do the following:

- APA-01 **Validate mandatory source information**—Identify AAR line items required to be acquired from a mandatory source.
- APA-02 **Mandatory source flag**—Flag AAR line items that must be acquired from a mandatory source.

- APA-03 **Query for existing contract vehicles**—Query open contract documents with a status of “awarded” to identify existing contract vehicles for acquiring like products or services. Parameters include any one or a combination of the following including but not limited to:
- FSC and PSC code (i.e., classification code)
 - NAICS or UNSPSC code
 - Item number/NSN/Part Number
- Result is a list of the contract document numbers and document line numbers that contain like acquisitions. Include (but are not limited to) the classification codes, NAICS/UNSPSC codes, and Item number/NSN/Part Number codes in output results.
- APA-04 **Reassign Requirement**—Flag AAR line items for separate procurement action when existing contract vehicles exist for the required acquisition.
- APA-05 **Consolidate requirements**—Consolidate line items from multiple AARs onto one Acquisition plan.
- APA-06 **Recalculate total estimated cost and quantities**—Recalculate the extended total estimated cost and quantities based on revisions to the AAR.
- APA-07 **EPLS validation**—Flag suggested vendors whose eligibility has been invalidated against the EPLS.
- APA-08 **Past Performance information**—Import and capture past performance information from PPIRS. API in development.
- APA-09 **Requirement eligibility for small business**—Flag requirements that are eligible for small business concerns.

Value-Added Requirements

To add value to the Preliminary Analysis process, the Acquisition system **should** provide automated functionality to do the following:

- APA-10 **Identify items on source lists**—Flag AAR items that are on any of the following lists:
- Federal Supply Schedule
 - Procurement List for mandatory sources
 - Governmentwide Acquisition Contracts (GWACS)
- APA-11 **Screen for prohibited items**—Flag AAR items on the prohibited/restricted list (such as arms, guns, ammo, drugs, etc.)
- APA-12 **Annual Forecasts**—Flag if requirement was part of the agency annual forecast of planned procurements.

Market Research Process

The Market Research process enables the Contract Specialist to obtain information about markets, products, prices, and sources and to identify and to research potential vendors. A procurement history of potential vendors can be obtained from agency and governmentwide

procurement databases. The information obtained is used later in the acquisition planning process.

Examples of market research include identifying acquisition approaches appropriate for the requirement, locating commercial products that might meet the requirement, obtaining the market price of a similar requirement, or identifying commonly accepted warranty provisions.

Much of the information needed during the market research process is queried via the Internet's World Wide Web. Some information, such as vendor history, capabilities, and past performance, is obtained from online government sources such as FPDS-NG, GSA Advantage, eLibrary, PPIRS, and CCR.

Mandatory Requirements

To support the Market Research process, the Acquisition system **must** provide automated functionality to do the following:

- APB-01 **FPDS-NG procurement history**—Query FPDS-NG for vendor procurement actions with the same NSN/Part Number, NAICS, UNSPSC, FSC, or PSC. Parameters include vendor ID number and date range. Store results for use during evaluation, negotiation, and selection phase.
- APB-02 **Agency procurement history**—Query agency procurement history for recent vendor procurement actions. Parameters are NSN/Part Number, NAICS, FSC, PSC, or UNSPSC, and date item entered. Store results for use during evaluation, negotiation, and selection phase. Display the following information regarding previous purchases:
- Vendor name
 - Vendor ID number
 - Vendor POC name
 - Vendor POC telephone
 - Vendor POC e-mail
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - Name of ordering office previously acquiring item
 - Contract or order number
 - Date item acquired
 - Quantity
 - Unit price
 - Competitive or sole source
 - Number of offerors for the previous procurement and how many were small businesses
- APB-03 **CCR vendors by NAICS or Item number/NSN/PART NUMBER**—Query registered CCR vendors. Parameters include NAICS and Item number/NSN/Part Number code. Results to be stored include:
- Vendor name
 - Vendor POC name
 - Vendor POC telephone
 - Vendor POC e-mail
 - DUNS number/BPN number
 - CAGE code/NCAGE code

- NAICS
- FSC
- Small Business Size

APB-04 **Generate SSA or RFI**—Generate a Sources Sought Announcement or RFI consistent with FedBizOpps/FBO formatting and content reports.

APB-05 **Generate potential sources list**—Generate a list of potential sources from vendor information captured in plan or in the market research process.

APB-06 **Status of Vendors**—Interface with EPLS, PPIRS, and Commercial Procurement History to identify the status of vendor, i.e., active, inactive, debarred, or suspended.

Value-Added Requirements

To add value to the Market Research process, the Acquisition system **should** provide automated functionality to do the following:

APB-07 **Commercial procurement history**—Capture procurement history from external sources, such as Information Handling Service's Haystack and Air Transport Association's SPEC2000 to include:

- Vendor name
- Vendor POC name
- Vendor POC telephone
- Vendor POC email
- DUNS number/BPN number
- CAGE code/NCAGE code
- Name of agency or company previously acquiring item
- Contract or order number
- Date item acquired
- Quantity
- Unit price
- Competitive or sole source
- Store data for use during acquisition planning, evaluation, negotiation, and selection.

Procurement Approach Process

The Procurement Approach process facilitates development of an acquisition plan using information obtained in the Preliminary Analysis and Market Research processes. FAR regulations and agency business rules (e.g., competition requirements and review and approval levels) help further define the plan. The acquisition plan identifies possible sources, extent of competition, type of contract, evaluation criteria, procurement milestones, and agency-defined routing for review and approval.

Mandatory Requirements

To support the Procurement Approach process, the Acquisition system **must** provide automated functionality to do the following:

- APC-01 **Contract type**—Capture contract type on the acquisition plan to include:
- Procurement action
 - Procurement purpose
 - Solicitation method
 - Contract pricing/compensation code
 - Competition extent code
- APC-02 **Multiple vendors**—Capture multiple vendors on an acquisition plan.
- APC-03 **J&A memo**—Capture the evaluation Justification and Approval (J&A) memo on plans where competition extent code is other than full and open competition.
- APC-04 **Modify plan**—Update preliminary acquisition plan including procurement action, procurement purpose, solicitation method, pricing/compensation type, competition extent code, and market research results.
- APC-05 **Final acquisition plan**—Generate final acquisition plan including procurement action, procurement purpose, solicitation method, pricing/compensation type, market research results, and competition extent code.
- APC-06 **Route for review and approval of plan**—Route plan for review and approval based on agency-defined workflow.
- APC-07 **Route source selection plan for review**—Route source selection plan for review.
- APC-08 **Acquisition Plan report**—Generate a report of acquisition plans by any one or a combination of the following parameters:
- Description
 - Dollar amount
 - Accounting classification elements of fund cite
 - Requestor's name
 - Requestor's organization code
 - CO
 - CS
- APC-09 **Associate plan to AAR/solicitation/award**—Associate the acquisition plan with the resulting solicitation(s) and award(s)/contract(s).

Value-Added Requirements

There are no value-added requirements for this process.

Synopsis and Solicitation Function

The Synopsis and Solicitation function provides the ability to generate and distribute synopses of contemplated acquisition actions and to prepare and distribute actual solicitations for the acquisition of required supplies and services.

The Synopsis and Solicitation function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- Synopsis (ISA)
- Solicitation (ISB).

Synopsis Process

The Synopsis process generates a summary of the contemplated acquisition action for publication on the electronic government point of entry, or for posting to another approved forum or medium, before preparation and publication of the actual solicitation. This process assists the user with determining whether publication or posting of a synopsis is required by the FAR, whether a combined synopsis and solicitation will be used, and whether the user wishes to publish or post a synopsis even though it may not be mandated by the FAR.

Mandatory Requirements

To support the Synopsis process, the Acquisition system **must** provide automated functionality to do the following:

- ISA-01 **Allow exceptions to publication requirement**—Generate an agency-configurable list of FAR Part 5 publication exceptions. Prevent issuance of a solicitation which has not been publicized unless it is marked with an exception on this list.
- ISA-02 **Use separate or combined form**—Combine synopsis and solicitation in one publication.
- ISA-03 **Capture combined synopsis and solicitation data**—Capture synopsis data elements for all solicitations exceeding the threshold in FAR 5.101(a)(1). The synopsis is to include the data elements set forth in FAR 5.207.
- ISA-04 **Actions under FAR 5.101(a)(1) threshold**—Notify users to “optionally” classify a solicitation for publication when the estimated contract award dollar amount is between \$10,000 and the FAR 5.101(a)(1) threshold.
- ISA-05 **Actions over FAR 5.101(a)(1) threshold**—Classify solicitations for publication when the estimated award amount is greater than the FAR 5.101(a)(1) threshold.

- ISA-06 **Notices for actions below the FAR 5.101(a)(1) threshold**—Generate a copy or unclassified notice of the solicitation when contract actions are below the FAR threshold. Include a statement that the agency must consider all timely responses submitted by all responsible parties when contract actions are below the FAR 5.101(a)(1) threshold.
- ISA-07 **Identify sensitive attachments**—Identify any sensitive but unclassified documents/files to be employed in the conduct of the transaction such that a decision can be made to utilize FedTeDS for their dissemination.
- ISA-08 **Make changes**—Amend solicitation synopsis information.
- ISA-09 **Export to the government point of entry (GPE)**—Export the notice of the proposed contract action synopsis to the GPE per FAR 5.207.
- ISA-10 **Update status**—Notify requestor of changes in solicitation synopsis status. Allow addition of other parties to the notification process.
- ISA-11 **Import confirmation of GPE date/time posting**—Import confirmation of GPE date/time posting.

Value-Added Requirements

There are no value-added requirements for this process.

Solicitation Process

The Solicitation process develops the documents that will be used to solicit offers for a requirement. It includes the preparation of all required and optional solicitation documents, generation and maintenance of lists of potential offerors, and posting of the solicitation availability notice on the FBO. During solicitation preparation, the system will also assign the solicitation number in accordance with identification numbering conventions in the FAR, or as determined by agency policy; verify funds availability; send status reports to the requestor; and publish all required notices on the GPE. The system will also note and track any protests filed at this stage of the acquisition action.

Mandatory Requirements

To support the Solicitation process, where applicable information may differ by line item within each section, the Acquisition system must provide automated functionality for the applicable uniform contract formats:

:

- ISB-01 **Section A: Capture solicitation form**—Capture a solicitation using the appropriate form for the procurement method selected based upon AAR parameters.

- ISB-02 **Section B: Capture supplies or service, prices/costs**—Capture supplies, service, price, and cost entries for Section B of the solicitation to include as applicable:
- Quantity
 - Unit of measure
 - Unit Price
 - Extended Price
 - Description
 - PSC
 - FSC
 - Item number/NSN/Part Number
 - Period of Performance/Delivery
 - Other narratives
 - CLIN
 - NAICS
 - UNSPSC
- ISB-03 **Section C: Capture SOW/PWS/SOO**—Capture the SOW/PWS/SOO using a SOW, PWS, or SOO template, capture standard terminology,. Item headers include but are not limited to:
- Scope
 - Applicable Documents
 - Requirements
 - Deliverables
 - Project Schedule
 - Administrative Support
 - Travel
 - Other Direct Costs
- ISB-04 **SOW details**—Capture SOW details for each selected header where detail is either from predefined boiler plate or filled-in by user.
- ISB-05 **Section D: Packaging and marking**—Capture Section D packaging, packing, preservation, and marking requirements applicable to the UCF.
- ISB-06 **Section E: Inspection and acceptance**—Capture the inspection and acceptance requirements information to include inspection, acceptance, quality assurance, and reliability applicable to Section E of the UCF.
- ISB-07 **Section F: Deliveries or performance**—Capture the deliveries or performance requirements (e.g., time, place, method of delivery/shipping terms) applicable to Section F of the UCF.
- ISB-08 **Section G: Contract administration data**—Capture Section G contract administration information and instructions.
- ISB-09 **Section H: Special requirements**—Capture special contract requirements applicable to Section H of the UCF.
- ISB-10 **Section H: Special requirements validation**—Prevent duplication of selected clauses included in Section H in other sections of the solicitation.

- ISB-11 **Section I: Contract clauses**—Capture contract clause information. Indicate whether the clause should be included in Section I by reference or in full text.
- ISB-12 **Section J: Attachments**—Select attachments, such as specifications and standards, engineering drawings, and other technical data applicable to Section J of the UCF. Based on the items selected, generate list of attachments.
- ISB-13 **Section K: Representations, certifications, and other statements of offerors or respondents**—Capture solicitation provisions that require representations, certifications, or the submission of other information by offerors or respondents applicable to Section K.
- ISB-14 **Section L: Instructions, conditions, and notices to offerors or respondents**—Capture instructions, conditions and notices to offerors or respondents applicable to Section L of the UCF.
- ISB-15 **Section L: Instructions to offerors Validation**—Prevent duplication of selected FAR clauses included in Section L, in other sections of the solicitation.
- ISB-16 **Section M: Evaluation Factors for Award**—Capture evaluation criteria applicable to Section M of the UCF.
- ISB-17 **Mark sensitive attachments**—Identify those Section J attachments that are sensitive in nature to facilitate restricting their access through FedTeDS.
- ISB-18 **Funding plan or status**—Capture the funding plan for the requirement being processed, including whether funds have been administratively reserved (i.e., committed).
- ISB-19 **Statement of funding contingency**—Flag the appropriate provision/clause in Section I of the UCF to include the statement of funding contingency when funds have not been committed or are not expected to be available by the planned issuance date of the solicitation.
- ISB-20 **Maintain mailing list**—Maintain (update, rotate, purge) solicitation mailing lists. Include the solicitation number, date and bid/no-bid information with the mailing list.
- ISB-21 **Generate solicitation in GPE format**—Generate solicitation files in the GPE format as published at <http://www.fedbizopps.gov/pilotGeneralInfo/Overview.html>.
- ISB-22 **Issue Notice of Fair Opportunity**—Generate a notice of fair opportunity for Delivery/Task Orders as outlined by FAR 16.505.
- ISB-23 **Issue Model Contract**—Generate a model contract.
- ISB-24 **Create Solicitation**—Generate an RFQ/IFB/RFP.
- ISB-25 **Create Master solicitation**—Generate a master solicitation.

- ISB-26 **Export to the eBuy portal (GSA schedule buy)**—Export RFQ to the eBuy portal in the format prescribed at <https://www.ebuy.gsa.gov/advgsa/ebuy/ctrlr/EbuyHome>. API in development.
- ISB-27 **Export solicitation to GPE**—Export solicitation to GPE. Update the issue date/time.
- ISB-28 **Capture solicitation dates**—Capture solicitation related dates to include:
- Synopsis Submission Date
 - Issue Date (solicitation)
 - Posted Date/Time
 - Closing/Due Date
 - Date Sent (solicitation sent to eBuy, GPE, etc.)
 - Valid Offer Period
 - Response Date
 - Amendment Date
- ISB-29 **Notify requestor of solicitation publication**—Notify requestor of published solicitation. Include issue date and required response date in the solicitation notification.
- ISB-30 **Track Q’s and A’s**—Capture and track solicitation questions and related answers (Q and A).
- ISB-31 **Track protests**—Capture and track correspondence and other information when a solicitation is in a “protest” status. Also track contests of A-76 actions.
- ISB-32 **Status to requestor**—Notify requestors when solicitations change status.
- ISB-33 **Generate solicitation amendments**—Generate solicitation amendments.
- ISB-34 **Query WDOL for current wage determination**—Query the WDOL, if applicable, to capture the most current wage determination for that locality for that work. Include the WD as an attachment or refer to it in the solicitation.
- ISB-35 **Query Core financial system for administrative reservation of funds**—Verify an administrative reservation of funds prior to saving and approving the solicitation. If funds are not currently available, include appropriate clauses in Section I to notify offerors or respondents of that fact.

Value-Added Requirements

To add value to the Solicitation process, the Acquisition system **should** provide automated functionality to do the following:

- ISB-36 **Generate detailed order**—Generate a reverse-auction order for sellers to post for bid by reverse-auction sellers; include detailed specifics of the order and schedule date.
- ISB-37 **Reverse-auction order**—Interface with reverse-auction provider websites to submit order, details, and reverse-auction schedule date.

- ISB-38 **Monitor reverse auction schedule**—Monitor the due date for bid responses.
- ISB-39 **Reverse-auction bids**—Interface with reverse-auction provider websites to receive bids on the scheduled date.
- ISB-40 **Reverse-auction order**—Interface with reverse-auction provider websites to submit request for contact information of chosen bidders.

Screening and Evaluation Function

The Screening and Evaluation function consists of the processes that the system uses to gather the information necessary for the evaluation of both offerors and their offers. The process screens the offerors, evaluates the offers, and prepares notifications for unsuccessful offerors. The content and extent of the specific processes will depend on several factors such as (1) the contracting method being used (e.g., FAR Parts 12, 13, 14, or 15); (2) whether there is full and open competition, a limited form of competition, or no competition (e.g., a sole source award); (3) whether the eventual award will be a BPA, a stand-alone contract, or an order under an existing contract; and (4) whether the award will be made by the requiring agency or another entity.

The Screening and Evaluation function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- Offeror Screening (SEA)
- Offer Evaluation (SEB).

Offeror Screening Process

The goal of this process is to determine the eligibility of the offerors. Online databases are queried to ensure eligibility and qualification of the offeror to receive an award. This includes confirming that the contractor has complied with the requirement for CCR; ensuring that the prospective recipient of the award is not in the EPLS; confirming that the prospective recipient's representations and certifications maintained in ORCA are current and complete; confirming that the prospective recipient is in compliance with EEO requirements; and confirming that the prospective recipient is current with its reporting requirements under the DOL VETS-100 program, if applicable.

This functionality can be used at any time in the evaluation process and must be used to reconfirm an offeror's eligibility before an actual award is made.

Mandatory Requirements

To support the Offeror Screening process, the Acquisition system **must** provide automated functionality to do the following:

- SEA-01 **Check EPLS**—Determine offeror/bidder eligibility based on EPLS data. Flag ineligible vendors.
- SEA-02 **Check CCR**—Validate that the offeror/bidder CCR registration status is active. If expired, notify vendor.
- SEA-03 **Check ORCA**—Capture offeror/bidder certifications and representations maintained in ORCA.
- SEA-04 **Check PPIRS**—Capture past performance data of offerors/bidders in PPIRS

- SEA-05 **Check EEO**—Determine offeror/bidder compliance with EEO requirements. Flag noncompliant vendors.
- SEA-06 **Check VETS-100**—Validate that offerors/bidders on personal property and nonpersonal services contracts greater than the simplified acquisition threshold are compliant in their reporting in the DOL's VETS-100 database.
- SEA-07 **Preaward survey**—Generate request for preaward survey.

Value-Added Requirements

There are no value-added requirements for this process.

Offer Evaluation Process

In the Offer Evaluation process, the system captures consensus evaluation results, source selection recommendation information, and decisions of the source selection officials. Evaluation information is based on the factors set forth in the solicitation and the instructions to offerors. It must have the capability of evaluating by line items if the solicitation so specifies.

The goal of this process is to determine the responsiveness and relative merit of the offers received.

Mandatory Requirements

To support the Offer Evaluation process, the Acquisition system **must** provide automated functionality to do the following:

- SEB-01 **Receipt of bids/proposals**—Capture the receipt of bids/proposals. Include the following information:
- Vendor name
 - Vendor ID number
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - Receipt date
 - Receipt time
 - Type (e.g., solicited, modification, alternate, unsolicited, final)
 - Bidding round
 - Any exceptions taken to terms and conditions
 - Expiration date of offer
- SEB-02 **Receipt date validation**—Validate that the receipt date and time of solicited bids/proposals is before the cutoff date. Flag offers received after the closing date and time and generate list for the contracting officer prior to beginning formal evaluation.
- SEB-03 **Storage of proposals**—Store copies of bids/proposals and supplemental information received in the contract file. Associate stored files with receipt records.
- SEB-04 **Notification of late receipt of bids/proposals**—Notify bidders/offerors of bids/proposals rejected due to receipt after closing date/time.

- SEB-05 **Order bid samples**—Generate requests for bid samples.
- SEB-06 **Bid sample results**—Capture bid sample evaluation results.
- SEB-07 **Prevention of access**—Prevent access to information in bids and proposals by unauthorized users until opening/closing date.
- SEB-08 **Capture consensus**—Capture consensus evaluations of proposals in accordance with the following criteria:
- Offers and other documents
 - Technical proposals
 - Cost proposals
 - Business management proposals
- SEB-09 **SSEB recommendations**—Capture SSEB recommendations. Associate recommendations with related solicitation.
- SEB-10 **SSA determination**—Capture SSA determination. Associate determination with related solicitation.
- SEB-11 **Evaluation information**—Capture high level information from evaluations for use in unsuccessful offeror/bidder debriefings.
- SEB-12 **Capture/store/rank vendor/bidder prices**—Capture bidder pricing information for two step sealed bids.
- SEB-13 **Preparation of abstract of offers**—Generate Abstract of Offers report showing original and each iteration of each element of abstract data.
- SEB-14 **Pricing comparisons**—Capture pricing information. Calculate line item and total bid price. Flag apparent low bidder.
- SEB-15 **Record resolution of offeror exceptions**—Capture resolution of offeror exceptions to the terms and conditions of the solicitation.
- SEB-16 **Provision/clause differences**—Identify differences between terms and conditions in the solicitation and in the response.
- SEB-17 **Subcontracting plan**—Flag subcontracting plan as approved.
- SEB-18 **Sensitive information access**—Assign person (by user ID) authorized access to source selection and business sensitive information. Associate assignees with a solicitation and generate nondisclosure agreements.
- SEB-19 **Multiple negotiation positions**—Capture multiple negotiation positions.
- SEB-20 **Excluded offerors**—Flag excluded offerors from further consideration indicating reasons.
- SEB-21 **Abstract report**—Generate a bid abstract report.

- SEB-22 **Price adjustments**—Compute price evaluation adjustment for Buy American,, HUB Zone business concerns, or other agency-defined concerns.
- SEB-23 **Evaluation team memoranda**—Generate evaluation team memoranda. Associate memoranda with related solicitation.
- SEB-24 **Conflict of interest**—Generate confidentiality/conflict of interest certificates. Associate certificates with related solicitation.
- SEB-25 **Options evaluations**—Generate evaluations of option periods and quantities.
- SEB-26 **Non competitive offers**—Flag proposals that are not in the competitive range. Notify offerors.
- SEB-27 **Debriefing report**—Generate debriefing information report.
- SEB-28 **Competitive range report**—Generate competitive range report.
- SEB-29 **Preaward protest information**—Flag a solicitation when a preaward protest is received. Prevent award. Notify requestors and contracting officer of preaward protest status.
- SEB-30 **Protests**—Capture protest information and update status.
- SEB-31 **Protest override**—Capture justification of urgent and compelling reasons on solicitations with a preaward protest. Allow an override of the prevented award.
- SEB-32 **Preaward checklist**—Generate a preaward protest checklist.
- SEB-33 **Award response extensions**—Capture contract award response period and extensions.
- SEB-34 **Intent to contract**—Generate notice of intent to contract.
- SEB-35 **Expired response period**—Notify contracting officer when response period expires.
- SEB-36 **Bid bond and surety information**—Capture bid bond and surety information.
- SEB-37 **Prenegotiation memorandum**—Support creation and maintenance of prenegotiation document.
- SEB-38 **Certificate of Competency (COC)**—Interface with the Small Business Administration (SBA) to obtain the COC, if COC is required.
- SEB-39 **Price analysis**—Capture price analysis.
- SEB-40 **Weighted guidelines analysis**—Require functionality to capture a weighted guidelines analysis.
- SEB-41 **Alternate prices**—Capture present value analysis, price ranges, etc.

SEB-42 **Multiple Award Schedules**—Capture pricing comparison to commercial pricelists in lieu of ranking and competitive range.

Value-Added Requirements

There are no value-added requirements for this process.

Award Function

The Award function comprises several related and sequential processes: final eligibility screening of the successful offeror, preparation of the final version of the contractual documents, certification of funds availability, and issuance and distribution of the award documents. The function also includes notification of unsuccessful offerors, as appropriate, and tracking of protests prior to or concurrent with award.

The Award function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- Award Document Preparation (AWA)
- Funds Certification (AWB)
- Award Issuance (AWC).

Award Document Preparation

During the Award Document Preparation process, the results of the negotiations and award-related decisions are incorporated into the final contractual documents. Any fill-ins of contract clauses as a result of source selection and negotiation have to be completed, and all final terms and conditions of the final contractual agreement have to be incorporated into the contract or order.

Mandatory Requirements

To support the Award Document Preparation process, the Acquisition system **must** provide automated functionality to do the following:

- AWA-01 **Award terms and conditions**—Capture award terms and conditions, including customized clause text and fill-ins.
- AWA-02 **Final award terms and conditions**—Generate final award terms and conditions, including customized clause text and fill-ins in award format (contract, task/delivery order, work order, etc.)
- AWA-03 **Generate proposed award documents**—Generate the proposed award documents. Notify approving official.
- AWA-04 **Multiple awards**—Associate multiple offers with solicitation and all resulting awards. Capture selection criteria and grading (ranking) information of each associated requirement.
- AWA-05 **Contract line items**—Capture contract line item information to include list of documents, exhibits, fill-ins, and other attachments at the line item level.
- AWA-06 **Check for clause updates**—Identify modifications or updates to clauses.

- AWA-07 **Attachments**—Generate a list of attachments and exhibits for procurement instruments and award actions. Capture attachments and exhibits.
- AWA-10 **Generate checklist**—Generate a configurable procurement action checklist.
- AWA-11 **Award line items**—Associate award line items with solicitation line items. Support the association of single/multiple award lines to single/multiple solicitation line item. (Split/multiple awards)
- AWA-12 **Multiple award lines to one solicitation line**—Associate multiple award line items to a single solicitation line item. (Split/multiple awards)
- AWA-13 **Finalize delivery/performance schedule**—Capture delivery/performance dates. When delivery/performance dates are dependent on other scheduled items, calculate the delivery/performance date based on task completion information (i.e., when project plan is due five (5) days after award, use award date to determine project plan delivery/performance date).
- AWA-14 **Liquidation rate**—Capture liquidation rate and basis for contract financing payments, where applicable.
- AWA-14 **Prevent award to expired CCR vendors**—Prevent awards to vendors whose CCR registration is expired or capture FAR exception clause. Allow for contract exception.
- AWA-15 **Prevent award to excluded parties**—Prevent awards to excluded parties.
- AWA-16 **Prevent distribution of unapproved/internal documents**—Prevent document designated unapproved/internal from being distributed to vendors (such as marking “DRAFT” on every page of an unsigned award for review by the requisitioner).

Value-Added Requirements

There are no value-added requirements for this process.

Funds Certification Process

The Funds Certification process ensures that funds are available at the time of award. Funds availability is obtained from the Core financial system. If funds are not available, either an appropriate funding contingency clause is included in the final document or the award is suspended until funds of the appropriate type and amount are confirmed as available by the Core financial system.

Mandatory Requirements

To support the Funds Certification process, the Acquisition system **must** provide automated functionality to do the following:

- AWB-01 **Import funds availability certification from the core financial system—** Import certification of funds and the detailed line(s) of accounting applicable to the award action being processed prior to finalizing a contract/order award. Allow override.
- AWB-02 **Suspend award—**Update contract status to “suspended” when award is not fully funded. Allow override.
- AWB-03 **Override funds flag—**Insert appropriate funds liability limiting clauses when funds availability is overridden.
- AWB-04 **Funding statuses—**Capture the following funding statuses on a contract/order award:
 - Fully funded
 - Incrementally funded
 - Unfunded
 - Funding not required
- AWB-05 **Prevent Award—**Prevent award if funds are not available and an authorized override has not been obtained.

Value-Added Requirements

There are no value-added requirements for this process.

Award Issuance Process

During the Award Issuance process, the system notifies affected and interested parties of the award and sends data necessary to update other internal agency systems. Affected and interested parties include the award recipient, the unsuccessful offerors, and any internal organizations determined by the agency to be affected by the award action. Entities notified and systems updated include the following:

- Requesting organizations, so that appropriate oversight and planning actions can be finalized
- Contract administration organizations, so that appropriate arrangements can be made for the ongoing administration of the contract or order
- Property management organization, so that arrangements can be made to establish the appropriate records for the items to be received under the contract or order
- Core financial system, so that the obligation can be recorded, payment processes can be undertaken, commitments can be liquidated, and the necessary funds accounting preparations can be made for such payments

- FPDS-NG system, so that appropriate information about the award action can be incorporated into the FPDS-NG database
- FedBizOpps/FBO system, so that award notices can be posted to the solicitation record.

Notification to unsuccessful offerors also involves the preparation and conduct of any debriefings. Any protests before or after award must be tracked, and actions in response to filed protests must be planned and undertaken.

Mandatory Requirements

To support the Award Issuance process, the Acquisition system **must** provide automated functionality to do the following:

- AWC-01 **Assign COR/COTR**—Capture designated COR or COTR.
- AWC-02 **Appointment letter**—Generate COR/COTR appointment letter. Notify designated COR/COTR.
- AWC-03 **Notify unsuccessful offerors**—Notify all unsuccessful offerors that offer has not been accepted.
- AWC-04 **Notify selected awardee**—Notify selected awardee that offer has been accepted.
- AWC-05 **Contract payment ceilings**—Capture contract payment ceilings at the contract and/or contract line item levels, as appropriate.
- AWC-06 **Export contract action report**—Generate and export contract action report to FPDS-NG.
- AWC-07 **Distribute final award document**—Distribute final award document and associated notifications to the user-defined distribution list based on notification rules.
- AWC-08 **Export obligation document to Core**—Generate and export obligation document to the agency Core financial system: Include the following information:
 - Award date
 - Source system ID
 - Source system system-generated document number
 - Reference document number
 - Reimbursable agreement number (when applicable)
 - Source document numbers (e.g., contract number and associated delivery/task order number (if applicable); BPA number and associated call number; purchase order number; modification number)
 - Obligation type (e.g., contract, delivery/task order, purchase order)
 - Prompt Pay indicator and type
 - Payment terms (e.g., discount terms)
 - Fast Pay indicator
 - Matching terms (2-way, 3-way, 4-way)
 - Vendor ID number
 - Vendor name
 - DUNS number/BPN number

- DUNS+4 number
- CAGE code/NCAGE code
- Contracting Officer's name
- Contracting Officer's telephone number
- Contracting Officer's e-mail address
- Amounts increased/decreased
- Contract financing indicator
- Contract financing rate (if applicable)
- Liquidation rate

AWC-09 **Export obligation lines**—Generate and export to the Core financial system the following obligation data elements for each contract line item (CLIN):

- Source document numbers (e.g., contract number and associated delivery/task order number (if applicable); BPA number and associated call number; purchase order number; modification number)
- Line item number
- Government-designated receiving official
- Line item product or service code (FSC, or PSC)
- Line item United Nations Standard Products and Services Code (UNSPSC)
- Line item period of performance
- Line item capital investment (determination for inventory or stock, etc.)
- Line item shipping costs
- Line item shipping terms (e.g., FOB destination)
- Line item "Ship to" locations (destination codes)
- Line item accounting classification elements
- Line item description
- Line item unit price
- Line item quantity
- Line item total price
- Line item subject to funds availability indicator
- Unit of measure
- Contract financing indicator
- Contract financing rate
- Liquidation rate
- Payment ceiling

AWC-10 **Export obligation sub-lines**—Generate and export to the Core financial system the obligation data elements listed in Export obligation lines, AWC-08, for each contract sub-line item (SLIN).

AWC-11 **Congressional notification**—Generate notification of Congress 30 days prior to the award of a multi-year contract greater than FAR-specific (FAR 17.108) or agency-assigned threshold.

AWC-12 **Task/delivery orders**—Generate task orders and delivery orders based upon clauses, terms, and conditions in the contract.

AWC-13 **Electronic notification**—Distribute contracts/orders to vendors electronically via EDI or Internet.

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- AWC-14 **Contract NSP line/sub-line items**—Capture contract line/sub-line item components not separately priced.
- AWC-15 **FBO format**—Generate report of contract actions in the FedBizOpps/FBO file format at <http://www.fedbizopps.gov/pilotGeneralInfo/Overview.html>.
- AWC-16 **Postaward protest report**—Generate a post award protest report in the Government Accountability Office (GAO) Rule 4 file format.
- AWC-17 **Modify multiple contracts in one action**—Modify the same item (e.g., new payment office, new zip code) on multiple contracts with the same vendor using one modification document.
- AWC-18 **Indicate complete**—Identify a procurement instrument or award action as complete and flag it ready for distribution.
- AWC-19 **Bilateral contract**—Route bilateral contract action to contractor for signature.
- AWC-20 **Maintain previously entered data**—Maintain unaffected existing document data when the instant procurement instrument or award action is changed.
- AWC-21 **Generate distribution list**—Generate a contract distribution list based on user defined criteria. Parameters include:
- Recipient name
 - Recipient organization
 - Recipient company/agency
 - Recipient e-mail address
 - Recipient address (address, city, state, zip)
 - Recipient telephone
 - Recipient code (e.g., DODAAC, CAGE code/NCAGE code, DUNS number/BPN number, etc.)
- Results will be a report displaying the user selected parameters for the contract number(s) selected. Should also be used for electronic distribution.
- AWC-22 **Prevent award before milestones are met**—Prevent contract award until all prescribed notifications/milestones are identified as complete, based on agency configured business rules.
- AWC-23 **Protest status**—Capture data on the status of protests.
- AWC-24 **Protest document**—Consolidate protest documentation into a protest case file.
- AWC-25 **Prevent award to expired CCR vendors**— Prevent awards to vendors whose CCR registration is expired or capture FAR exception clause. Allow for contract exception..
- AWC-26 **Prevent award to excluded parties**—Prevent awards to vendors who are excluded parties.
- AWC-27 **Dealing with Multiple Funds Cites**—Generate specific instructions to the payment office for dealing with contracts/orders which have multiple funds cites.
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This instruction is generated by the contracting officer and contained in Section G of the contract/order. Alternatives available for specification include:

- Line item specific—sequential fund cite order
- Line item specific—by fiscal year
- Line item specific—by cancellation date
- Line item specific—proration
- Line item specific—contracting officer specified
- Contract-wide—sequential fund cite order
- Contract-wide—by fiscal year
- Contract-wide—by cancellation date
- Contract-wide—proration
- Contract-wide—contracting officer specified

Unless otherwise specified in the contract/order, the default instructions will be to use funds from multiple fund cites on a contract-wide proration basis. Instructions provided apply to advance, financing, and final payments.

AWC-28 **Electronic notification and distribution**—Distribute awards/contracts to vendors electronically via Electronic Data Interchange (EDI) or other electronic means.

AWC-29 **Electronic Signatures**—Provide capability for electronic signatures.

Value-Added Requirements

To add value to the Award Issuance process, the Acquisition system **should** provide automated functionality to do the following:

AWC-30 **Post awards on web**—Post award notices on agency web site.

Contract Administration Function

The Contract Administration function comprises the processes needed to manage a contract in the postaward phase. These processes include notifying individuals of tasks to be performed, tracking critical dates, monitoring contractor performance, issuing contract modifications, processing receipt and acceptance documents, and closing out contracts. As part of contract administration, contractor performance documentation is generated and information critical to the payment process is provided to the Core financial system.

The Contract Administration function consists of the following processes (the prefixes assigned to the requirements are noted in parentheses):

- Contract Setup (CAA)
- Contract Performance Monitoring (CAB)
- Contract Modification (CAC)
- Receipt and Acceptance (CAD)
- Closeout (CAE).

Contract Setup Process

The Contract Setup process allows the agency to define how the system will notify individuals of tasks to be performed in the postaward phase of the contract. It allows the agency to define a set of tasks to be performed based on attributes of the contract (dollar value, contract type, contractor type) and to assign those tasks to designated individuals and offices. An agency-defined reminder schedule and other business rules trigger the system to notify individuals of tasks to be performed.

Mandatory Requirements

To support the Contract Setup process, the Acquisition system **must** provide automated functionality to do the following:

- CAA-01 **Contract administration functions**—Maintain agency-defined lists of contract administration functions based on:
 - Contract type
 - Vendor type
 - Dollar value of contract
- CAA-02 **List of contract admin functions**—Generate a list of contract administration functions based on the specific contract attributes.
- CAA-03 **Assign contract administration responsibilities**—Assign user responsibility to contract administration functions. Allow override.

- CAA-04 **Contract administration due dates**—Assign due dates to contract administration functions.
- CAA-05 **Categories of contract administration functions**—Maintain agency-defined categories of contract administration functions.
- CAA-06 **Assign responsibility based on categories**—Assign user responsibility to contract administration functions based on categories of functions.
- CAA-07 **Notify users of contract administration assignments**—Notify users of contract administration assignments.
- CAA-08 **Capture payment terms and conditions**—Capture contract terms and conditions, including but not limited to the following:
- Payment terms
 - Prompt pay indicator and type
 - Fast pay indicator
 - Liquidation rate indicator
 - Liquidation rate
 - Progress payment rate
 - Discount terms
 - Matching terms (e.g., 2-way, 3-way, 4-way)
 - DUNS number/BPN number
 - DUNS+4 number
 - CAGE code/NCAGE code
 - Noncommercial Item Purchase Financing
 - Commercial Item Purchase Financing
 - Loan Guarantees for Defense Production
 - Advance Payment for Noncommercial Items
 - Progress Payments Based on Cost
 - Performance Based Payments

Value-Added Requirements

There are no value-added requirements for this process.

Contract Performance Monitoring Process

The Contract Performance Monitoring process facilitates oversight of contractor compliance with delivery and performance requirements in accordance with the contract terms and conditions. This process enables the capture of critical performance data such as dates and deliverables and monitors compliance with contract requirements so appropriate action (e.g., show cause, suspension, stop work, termination) can be taken to protect the government's interest. This process also supports the capture of correspondence and other documents critical to the contract and the generation of delivery and progress reports.

Mandatory Requirements

To support the Contract Performance Monitoring process, the Acquisition system **must** provide automated functionality to do the following:

- CAB-01 **Notify users of contract administration due dates**—Notify users of required contract administration actions based on the due date assigned to the contract administrative function.
- CAB-02 **Update status of contract administration functions**—Update the status of contract administration functions. Include the following statuses:
 - Assigned (include date assigned)
 - Pending
 - Completed (include the date completed)
- CAB-03 **Performance Evaluation Form** —Generate the Performance Evaluation Form
- CAB-04 **Evaluation plans**—Capture evaluation plans for use in the Performance Evaluation Report.
- CAB-05 **Delivery status**—Capture information related to required delivery and performance schedules by contract line item. Include the following delivery and performance information:
 - Contract number
 - Projected quantity to be delivered
 - Projected date(s) of delivery
 - Shipment number
 - Actual quantity delivered
 - Actual date(s) delivered
- CAB-06 **Delinquent delivery status**—Notify CO of delinquent delivery status.
- CAB-07 **Request status of delivery**—Generate a request to the contractor for status of pending delivery or performance requirements.
- CAB-08 **Inspection status**—Capture inspection and acceptance status by contract line item. Include the following inspection/acceptance statuses:
 - Inspected
 - Rejected
 - Accepted
 - Conditional acceptance
 - Shipment number
- CAB-09 **Rejected inspection status**—Notify those designated by agency (in workflow) when an inspection results in a rejected status.
- CAB-10 **Payment review status**—Capture status of reviews and approvals required for financing, interim, and partial payments based on agency workflow rules.

- CAB-11 **Suspensions, stop work, termination notices**—Capture information related to suspensions of work, Stop Work, and terminations, including Stop Work notices and Termination determinations.
- CAB-12 **Suspensions, stop work, and terminations**—Generate notifications and modifications related to Stop Work orders, work suspensions and terminations. Capture fill-ins such as date, reasons, and cure notices. Generate letter to contractor. Notify responsible parties.
- CAB-13 **Suspend financing**—Export notice to the Core financial system to suspend financing or progress payments. Include the following information:
- Contract number
 - Obligation number
 - Suspension date
- CAB-14 **Capture minimum/maximum quantities**—Capture minimum and maximum quantities on ID/IQ contracts.
- CAB-15 **Monitor quantities on contract**—Accumulate quantities delivered on IDIQ contracts. Notify contracting officer when minimum or maximum quantities are within an agency-defined range.
- CAB-16 **Duty-free cases**—Capture a record of all duty-free cases received in the contract file. The record shall identify:
- foreign supplies,
 - country of origin, and
 - scheduled delivery date
- CAB-17 **Bond information**—Capture bond and surety information including:
- Contract number
 - Vendor ID number
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - Bond type
 - Bond number
 - Expiration date
- CAB-18 **Insurance expiration**—Capture expiration dates of certificates of insurance. Notify contracting officer prior to expiration, include:
- Contract number
 - Vendor ID number
 - DUNS number/BPN number
 - CAGE code/NCAGE code
 - Expiration date, and
 - Type of insurance
- CAB-19 **Bond expiration**—Notify contracting officer when a bond expires.
- CAB-20 **Contract payment ceilings**—Capture CO specified contract payment ceilings at the contract and/or contract line item levels, as appropriate.

- CAB-21 **Targeted vs. actual costs**—Capture targeted costs and actual cost breakdowns by contract.
- CAB-22 **Contract value**—Calculate the following values for each contract, task order, delivery order, or agreement:
- Funded amount
 - Unfunded amount
 - Total amount of contract
 - Total modifications
 - Total payments
 - Total obligated amount
 - Remaining value (total amount of contract less total obligated amount)
- CAB-23 **Property acquired by contractor**—Capture and export to the AM system, the following information related to government-furnished property (GFP) that the contractor acquires:
- Contract number
 - Date of acquisition
 - Purchase price
 - Serial number
 - Description
 - Classification (agency-defined)
- CAB-24 **Property furnished to the contractor**—Capture and export to the AM system, the following information related to existing agency property furnished to a contractor:
- Contract number
 - Date furnished to contractor
 - Purchase price
 - Serial number
 - Classification (agency-defined)
 - Description
- CAB-25 **Date of possession of property**—Capture the date a contractor takes possession of an existing agency fixed asset.
- CAB-26 **GFP loss, damage, destruction**—Capture contractor report on loss, damage, or destruction of GFP.
- CAB-27 **Notification of option expirations**—Generate notifications when a contract option is going to expire within an agency-defined amount of time.
- CAB-28 **Notification of contractor of intent to exercise option**—Notify contractor of intent to exercise option. .
- CAB-29 **Tax exemption forms**—Generate tax exemption forms.
- CAB-30 **GFP Return or transfer to another contract**—Capture GFP Return or transfer to another contract including:
- Date
 - Contract Number

- CAB-31 **Post award offeror dispute information**—Capture contract post award dispute information to include but is not limited to:
- Disputer (vendor ID number) ID
 - CAGE code/NCAGE code
 - Disputer Name
 - Contract Number
 - Dispute Date
 - Dispute Text
 - Dispute related clause(s)
- CAB-32 **Capture award distribution list**—Capture contract distribution list. Information includes but is not limited to:
- Recipient Name
 - Recipient Organization
 - Recipient Company/Agency
 - Recipient e-mail address
 - Recipient address (address, city, state, zip)
 - Recipient telephone
- CAB-33 **Performance evaluation form**—Generate the performance evaluation form
- CAB-34 **Suspend Financing Reason Code**—Capture reason codes based on agency determined rules and usage.

Value-Added Requirements

To add value to the Contract Performance Monitoring Process, the Acquisition system should provide the automated functionality to do the following:

- CAB-35 **Match GFP to AM system**—Validate serial number and retrieve purchase price and description.
- CAB-36 **Integrate the contract writing system**—Integrate the contract writing system so it provides the final performance evaluations to the government-wide performance repository.

Contract Modification Process

The Contract Modification process captures additions, changes, deletions, and modifications to a contract or order. Modifications, cancellations, orders, or other adjustments processed against awards may produce an obligation or deobligation in the Core financial system. Modifications (e.g., name changes) may generate information important to acquisition and finance.

Mandatory Requirements

To support the Contract Modification process, the Acquisition system must provide automated functionality to do the following:

- CAC-01 **Modify Contracts**—Modify the data elements, clauses and related documents of existing contracts.

- CAC-02 **Exercise contract options**—Modify contracts to exercise contract options, including those that are not funded and those that do not require funding, such as indefinite delivery contracts. Memorandum to vendor x days of intent.
- CAC-03 **Update period of performance**—Update period of performance end date on contract upon exercising contract option or modifying schedule.
- CAC-04 **Obligation data related to modifications**—Export obligation data to Core financial system upon modifying the dollar amount of contract or upon exercising a contract option.
- CAC-05 **Check for available funds**—Check for available funds.
- CAC-06 **Update value of contract**—Update the value of a contract (or delivery order, task order, etc.) upon processing dollar amount modifications to contracts or exercising options.
- CAC-07 **DOD modifications**—Number DOD modifications in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) requirements.
- CAC-08 **Summarize changes to data fields in released award**—Summarize changes to data fields in the released award for possible inclusion in the “Reason for Modification” field of the SF30. Allow users to edit this field.
- CAC-09 **Modifications to the same award**—Multiple users can concurrently process modifications to the same award.
- CAC-10 **Contractor and PCO authenticated signatures**—Record both contractor and PCO authenticated signatures.
- CAC-11 **Update payment terms**—Based on contract modification update contract payment terms, including but not limited to:
- Liquidation rate
 - Progress payment rate
 - Export modified payment terms to the Core financial system

Value-Added Requirements

To add value to the Contract Modification process, the Acquisition system **should** provide automated functionality to do the following:

- CAC-12 **Generate a conform copy of contract**—Generate a conform copy of the contract that incorporates any and all changes to the terms and conditions into a single document.

Receipt and Acceptance Process

The Receipt and Acceptance process documents receipt, acceptance, and rejection of goods or services delivered under contract. This information is used by the Contract Performance Monitoring process for reporting on production surveillance and for generating notifications of delayed or delinquent performance and/or acceptances.

The Acquisition system provides receipt and acceptance notification to the Core financial system to support the payment process, unless the Core financial system is used to collect and process receipt and acceptance information.

Mandatory Requirements

To support the Receipt and Acceptance process, the Acquisition system **must** provide automated functionality to do the following:

- CAD-01 **Assign receiving official**—Assign receiving official by contract number or contract line number.
- CAD-02 **Assign inspecting official/Quality assurance representative (QAR)**—Assign inspecting official/quality assurance representative by contract number or contract line number.
- CAD-03 **Assign acceptance official**—Assign acceptance official by contract number or contract line number.
- CAD-04 **Assign payment approving official**—Assign payment approving official by contract number or contract line number.
- CAD-05 **Receiving Report**—Capture receiving report data at the document line level including:
 - Receiving official
 - Date(s) goods or services received (start/end date for services)
 - Quantity or amount received (full or partial)
 - Vendor ID number
 - CAGE code/NCAGE code
 - Ship-To locations
 - Export receiving report data to the Core financial system.
- CAD-06 **Late receipts**—Notify contracting officer of late or pending receipts.
- CAD-07 **Inspection Report/Quality Assurance (QA) Review**—Capture inspection report data at the document line level including:
 - Inspecting official
 - Date of inspection/QA review
 - Recommendation for approval
 - Recommendation for reduced amount

- CAD-08 **Acceptance Report**—Capture acceptance report data at the document line level including:
- Acceptance official
 - Date products/services delivered
 - Date products/services accepted
 - Quantity or amount accepted (full or partial)
 - Date products/services rejected
 - Quantity or amount rejected
 - Vendor ID number
 - CAGE code/NCAGE code
 - Ship-To locations
 - Export acceptance report data to the Core financial system
- CAD-09 **Notify acceptance official of inspection/QA**—Notify acceptance official upon completion of inspection/QA report.
- CAD-10 **Late acceptance**—Notify acceptance official when acceptance report is late for an agency-defined number of days.
- CAD-11 **Comments on rejected items**—Capture comments on inspection/QA and acceptance reports when products/services are rejected or a reduced quantity or amount is accepted.
- CAD-12 **Resubmit acceptance**—Correct and resubmit acceptance reports that contain rejected items/services.
- CAD-13 **Invoice/Payment approval**—Capture invoice/payment approval data at the document line level including:
- Payment approving official
 - Invoice number
 - Invoice date
 - Invoice receipt date
 - Contract line/sub-line number
 - Accounting line
 - Payment terms
 - Amount approved
 - Final/partial indicator
 - Retention amount
 - Export invoice/payment approval data to the Core financial system
- CAD-14 **Import payment notification information**—Import payment notification information from the Core financial system, including:
- Contract number
 - Obligation number
 - Invoice number
 - Invoice date
 - Treasury Schedule number (includes scheduled date)
 - Paid date
 - Amount paid
 - Notify contracting officer

- CAD-15 **Export data to inventory system**—Export receipt and acceptance data to the inventory system.
- CAD-16 **Export data to the fixed asset system**—Export receipt and acceptance data to the fixed asset system.
- CAD-17 **Export data to the property system**—Export receipt and acceptance data to the property system.
- CAD-18 **Recover payments**—Export notification to the Core financial system to recover a payment or overpayment from the contractor. Include the following information:
- Contract number
 - Obligation number
 - Invoice number
 - Invoice date
 - Treasury schedule number (includes scheduled date)
 - Paid date
 - Amount to be recovered

Value-Added Requirements

To add value to the Receipt and Acceptance process, the Acquisition system **should** provide automated functionality to do the following:

- CAD-19 **Unique Identifier (UID)**—Capture UID at the document line level for receiving report and inspection report data. Export receiving report data to the Core financial system.

Closeout Process

The Closeout process provides a systematic set of notifications and timetables to ensure that all actions needed to close an order or contract file have been initiated and confirmed. Contracts and orders are considered to be physically completed when

- the contractor has completed required deliveries followed by government inspection and acceptance,
- all contractor services have been performed and accepted by the government,
- existing option provisions have expired, and
- all GFP has been accounted for

or when the government has issued a notice of complete termination.

Normally, once the contract is physically complete and before final payment is recommended, the contract administration office initiates administrative closeout of contract files. At this point, the contract administrator reviews contract funds status and, as appropriate, notifies the contracting officer that

- no additional actions are required by the contractor or government,
- a potential availability of excess funds for deobligation exists, or
- recoupment actions may be necessary before the contract files can be closed.

Mandatory Requirements

To support the Closeout process, the Acquisition system **must** provide automated functionality to do the following:

- CAE-01 **Closeout checklist**—Maintain an agency-defined checklist of contract closeout items.
- CAE-02 **Closeout due date**—Assign due dates to contract closeout items.
- CAE-03 **Closeout assignments**—Assign user responsibility to contract closeout items.
- CAE-04 **Generate checklist**—Generate a checklist of contract-specific closeout items including due dates and responsible parties.
- CAE-05 **Assignment notifications**—Notify responsible parties of assignment of closeout items and due dates.
- CAE-06 **Checklist signatures**—Capture checklist signatures.
- CAE-07 **Closeout status**—Capture status of contract closeout items.
- CAE-08 **Late completion of closeout**—Generate follow-up notices to assignees when contract closeout items are not completed on time.
- CAE-09 **Status of closeout**—Notify contracting officer of status of closeout items upon expiration of period of performance.
- CAE-10 **Release of retention/withholding amounts**—Export notice of release of retention/withholding amounts to the Core financial system.
- CAE-11 **Contracts eligible for closeout**—Identify contract(s) eligible for closeout based on the period of performance end date, delivery, or payment status.
- CAE-12 **Retention period**—Assign a retention period based on FAR requirements to all documents in a contract file eligible for closeout.
- CAE-13 **Modify retention period**—Modify retention period on documents in the contract file.

- CAE-14 **Retention/withholding amount period passed**—Identify contract documents that have passed the contract retention/withholding amount period.
- CAE-15 **Archive documents**—Archive documents that have passed the contract retention period.
- CAE-16 **Store summary data on contracts**—Store summary data from closed contract files as defined by agency business rules.
- CAE-17 **Property disposition**—Capture and export to the fixed asset system, the following information related to GFP disposed of:
- Contract number
 - Serial number
 - Method of disposition
 - Date of disposition
- CAE-18 **Reopen closed contracts**—Allow authorized users to reopen closed contracts, if necessary.

Value-Added Requirements

There are no value-added requirements for this process.

Technical System Requirements

Technical requirements have been established to help ensure that a qualified Acquisition system is reliable and capable of processing an agency's specified workload. A technically qualified system will provide data integrity; deliver standard procedures for installation, configuration, and operations; provide seamless integrated workflow processing; allow the agency ad hoc access to information; and be well documented.

The technical requirements are categorized as follows (the prefixes assigned to the requirements are noted in parentheses):

- General Design/Architecture (TLA)
- Infrastructure (TLB)
- User Interfaces (TLC)
- Interoperability (TLD)
- Workflow/Messaging (TLE)
- Document Management (TLF)
- Internet Access (TLG)
- Security (TLH)
- Operations (TLI)
- Ad Hoc Query (TLJ)
- Documentation (TLK)
- System Performance (TLL).

Most technical requirements are stated in general terms to allow vendors maximum flexibility in designing compliant Acquisition systems. Individual agencies are encouraged to add specific interoperability, system performance, workload, and other requirements considered unique to their respective information technology (IT) environments.

General Design/Architecture

The General Design/Architecture requirements relate to the overall product and its structure at the highest level. Federal standards are published for the purpose of limiting the procurement of Acquisition systems to qualified options. The basic design features and system architecture determine the adaptability of the system, such as customization and upgradeability. An Acquisition system must be designed with the flexibility to respond to the changing Federal environment.

Mandatory Requirements

To meet General Design/Architecture requirements, the Acquisition system **must** do the following:

- TLA-01 **General design**—Delivered system must be modular, highly scalable and incorporate an open-systems architecture.
- TLA-02 **Customization**—Delivered system must be customizable to meet agency-defined business practices.
- TLA-03 **Configuration**—Agency-configurable features must be table/parameter-driven.
- TLA-03 **Upgradeability**—Delivered system must be upgradeable to accommodate changes in laws, regulations, best practices or new technology.
- TLA-04 **System outputs**—Delivered system must generate output reports, query results and data files using multiple formats as specified by functional requirements. Specified formats can include online display, printed report, Portable Document Format (PDF), Microsoft (MS) Word, Excel, eXtensible Markup Language (XML), American Standard Code for Information Interchange (ASCII) or delimited text file. In cases where an output format is not specified within a requirement, the requested information must be viewable to the agency online, using the application user interface.
- TLA-05 **Date handling**—Deliver fault-free performance in the processing of date and date-related data (including, calculating, comparing, and sequencing) by all hardware and software products included as part of the application both individually and in combination.
- TLA-06 **Parallel transaction processing**—Process online transactions, batch jobs and transactions submitted via system interface simultaneously.
- TLA-07 **Report spooling**—Deliver a reports management capability to enable online retrieval, viewing, reprinting, and permanent archiving of system-generated reports.

Value-Added Requirements

There are no value-added requirements for this process.

Infrastructure

The Infrastructure requirements address the underlying base or foundation of the computing system platforms and operating system environments where a qualified Acquisition system would be utilized by a Federal agency. The infrastructure must support a Windows operating system and provide certain basic communications and database functions common to Federal government system installations.

Mandatory Requirements

To meet Infrastructure requirements, the Acquisition system **must** do the following:

- TLB-01 **Relational database**—Delivered system must include a Structured Query Language (SQL)-compliant relational database.

Value-Added Requirements

To add value to the Infrastructure functionality, the Acquisition system **should** do the following:

- TLB-02 **Ability to operate in multiple environments**—Capability to operate in multiple environments (i.e., mainframe, Uniplexed Information and Computing System/New Technology (Unix/NT), Apple/Mac environment).

User Interfaces

User Interfaces requirements specify how agency users and operators interact with the Acquisition system. These requirements address the ability of users to effectively configure the package, enter documents, query processing results, or start/stop internal processes.

Mandatory Requirements

To meet User Interfaces requirements, the Acquisition system **must** do the following:

- TLC-01 **GUI interface**—Deliver an online graphical user interface (GUI). The GUI must provide consistent data entry, navigation and information presentation across all modules and sub-systems.
- TLC-02 **508 Compliance**—Comply with Section 508 of the Rehabilitation Act, as detailed in 36 Code of Federal Regulations (CFR) 1194, Subpart B.
- TLC-03 **Context-sensitive help**—Deliver a context-sensitive, online help facility. This facility must be customizable by the agency.
- TLC-04 **Error message customization**—Deliver the capability to customize error message text.
- TLC-05 **Data entry efficiencies**—Incorporate user interface features designed to reduce the amount of direct keying required for transaction processing, such as:
- Default values based on system-maintained transaction and user profiles
 - Value look-up tables
 - Highlighting or accentuating required fields
 - Grayed data fields that are unavailable for user entry
 - Ability to suppress fields not applicable based upon previous data input
 - Auto tabs
 - Automatic data recall
 - Auto fill text
 - Cut, copy and paste functionality
 - Keyboard shortcuts (e.g., function keys to invoke help facility, clear screen, etc.)
 - Menu mode of screen navigation

- Undo/redo
- Disabling of unsupported function keys
- Ability to select records from a list by scrolling or typing only part of an entry
- Ability to pass common data from field to field, screen to screen and transaction to transaction

TLC-06 **Desktop integration**—Support integration with other common desktop applications (e.g., word processing, spreadsheets, data management, agency e-mail systems).

Value-Added Requirements

To add value to the User Interfaces functionality, the Acquisition system **should** do the following:

TLC-07 **Computer-based training**—Deliver the capability to provide computer-based training.

Interoperability

Interoperability requirements address the need for seamless, effective movement of data between multiple external feeder applications and the Acquisition system. The Acquisition system must be able to receive, process, and validate the AAR data independent of origination. It also must be able to handle corrections of erroneous input.

Mandatory Requirements

To meet Interoperability requirements, the Acquisition system **must** do the following:

TLD-01 **API**—Deliver a capability to import and process standard transactions generated by other systems.

TLD-02 **API record layouts**—Deliver data record layouts for all standard transactions that can be accepted by the application's API facility. Transactions must include sufficient data to enable complete validation and processing by the receiving system.

TLD-03 **API transaction validation**—Process API transactions using the same business rules, program logic, and edits used by the system in processing transactions submitted through the application client.

TLD-04 **API transaction suspension**—Deliver the capability to suspend erroneous API transactions. Suspense processing must include the ability to perform the following functions:

- Report suspended transactions
- Retrieve, view, correct and process, or cancel suspended transactions
- Automatically reprocess transactions
- Report reprocessed transactions

- TLD-05 **API processing controls**—Deliver API processing controls to ensure real-time transactions or batch transactions files are received from authorized sources, complete and not duplicates. In addition, the API must ensure that where batch files are used
- The number of transactions in a received file matches a control record count
 - The dollar total of transactions in a file matches a control amount
 - The sender is notified of erroneous transactions
 - The erroneous transactions are automatically returned to the sender
- TLD-06 **API-generated error notices**—Generate API transaction edit error records using a data layout defined by the vendor (i.e., provide two-way interface support).
- TLD-07 **Agency e-mail**—Deliver the capability to integrate/interface with an agency-operated e-mail system. This capability must include the ability to distribute application-generated text messages with attached files.
- TLD-08 **EDI translation**—Support direct EDI translation compliant with American National Standards Institute (ANSI) X-12 standards to enable electronic data exchanges with designated trading partners.
- TLD-09 **XML**—Deliver an integrated XML parsing capability.

Value-Added Requirements

To add value to the Interoperability functionality, the Acquisition system **should** do the following:

- TLD-10 **XBRL**—Deliver a capability to exchange data using the eXtensible Business Reporting Language (XBRL).

Workflow/Messaging

Workflow/Messaging requirements establish standards for application interfaces. They also collectively define how an Acquisition system automatically manages document processing; generates, builds, maps, and models workflow processes and business rules; and notifies agency personnel of pending work (e.g., review/approval of pending AAR documents).

Mandatory Requirements

To meet Workflow/Messaging requirements, the Acquisition system **must** do the following:

- TLE-01 **Integrated workflow**—Deliver an integrated workflow management capability to automate internal routing of documents, transactions, forms or reports for online approval processing.
- TLE-02 **Workflow process definition**—Deliver the capability to customize workflow processes to automate agency-defined business rules, required approvers, pooled or proxy approving authorities and workload balancing. Agency customization must include the capability to apply start and end dates to approvers and their proxies.

- TLE-03 **Document processing approval**—Deliver the capability to define multiple levels of document approvals based on agency-defined criteria, including dollar amounts, types of items purchased, and document types.
- TLE-04 **Document approvals**—Deliver the capability to define multiple approval levels to a single user. Prevent a user from applying more than one level of approval to the same document in order to conform to the principle of separation of duties. For example, a contracting officer must not be allowed to set his/her own approval levels.
- TLE-05 **Processing exception notices**—Deliver a workflow calendaring capability to generate date-based process exception reports and alerts (e.g., notify the contracting officer when a payment has not been approved within seven (7) days of receipt of an invoice).
- TLE-06 **Document approval tracking**—Deliver the capability to capture approval actions by transaction, including the time/date and approving party.
- TLE-07 **Document routing**—Deliver the capability to route action requests/status messages internally to individuals, groups or external trading partners. Supported communications channels must include agency e-mail, Blackberry, internal application messaging.
- TLE-08 **User alerts**—Deliver the capability to generate workflow event-based user alerts (e.g., notify the contracting officer of contract expiration x days prior to the end of the period of performance).
- TLE-09 **User notices**—Deliver the capability to generate user alerts based on agency-defined thresholds (e.g., notify the contracting officer when available funds reach 80% of the contract funding).

Value-Added Requirements

To add value to the Workflow/Messaging functionality, the Acquisition system **should** do the following:

- TLE-10 **Workflow process modeling**—Deliver a business process modeling capability.
- TLE-11 **Workflow definition audits**—Generate auditable records of changes made to the workflow approval routing design.
- TLE-12 **Wf-XML**—Delivered system should comply with the current Workflow-eXtensible Markup Language (WF-XML) Workflow Management Coalition (WFMC) Workflow Standard - Interoperability.

Document Management

Document Management requirements address how the Acquisition system stores and retrieves electronically formatted documents.

Mandatory Requirements

To meet Document Management requirements, the Acquisition system **must** do the following:

- TLF-01 **Indexed reference materials**—Deliver the capability to index and store file reference materials received or generated by the agency in electronic format.

Value-Added Requirements

To add value to the Document Management functionality, the Acquisition system **should** do the following:

- TLF-02 **Document imaging**—Deliver the capability to electronically image, index and store file reference materials delivered in a hard copy format (e.g., a signed contract, bill of lading, vendor invoices).
- TLF-03 **Image availability notification**—Deliver the capability to notify the user of the presence of associated document images. Deliver on-screen display of imaged material.

Internet Access

The Internet is a vast collection of interconnected networks that communicate using Transmission Control Protocol/Internet Protocol (TCP/IP). It has become a critical infrastructure for application access. Internet Access requirements represent a specialized subset defining user connectivity options and security issues.

Mandatory Requirements

To meet Internet Access requirements, the Acquisition system **must** do the following:

- TLG-01 **TCP/IP**—Delivered system must support TCP/IP for application component connectivity.
- TLG-02 **Browser access**—Deliver browser access to all system modules/functionality.

Value-Added Requirements

To add value to the Internet Access functionality, the Acquisition system **should** do the following:

- TLG-03 **Internet-originated transactions**—Deliver the capability to receive vendor documents, such as proposals, shipping notices, invoices, etc., via the Internet.
- TLG-04 **Internet access to ad hoc queries**—Support secure Internet access to the integrated ad hoc data query facility.
- TLG-05 **VPN**—Support operations via a Virtual Private Network (VPN) system capability for secure remote access.

- TLG-06 **PKI**—Deliver the capability to use Public Key Infrastructure (PKI) technology to control system access.
- TLG-07 **HSPD-12**—Deliver the capability to use Homeland Security Presidential Directive 12 (HSPD-12) or other government-specified systems to control system access, e.g., eAuthentication initiative.
- TLG-08 **IPv6**—Deliver the capability to support Internet Protocol Version 6 (IPv6).
- TLG-09 **HTTPS**—Deliver the capability to support Hyper Text Transfer Protocol Secure sockets (HTTPS) protocol for sensitive but unclassified information.

Security

Security requirements address security controls needed to protect the confidentiality, integrity, and availability of the data maintained in an Acquisition system. To meet security requirements, the Acquisition system must comply with approved standards and guidelines, including minimum requirements, for providing adequate information security for all agency operations and information, as appropriate for the specific characteristics of the system. In addition to meeting the specified application design standards, agencies are required to comply with the following security-related regulations and guidance:

- Title III of the E-Government Act, of the Federal Information Security Management Act (FISMA) of 2002, Public Law 107-347, requires each Federal agency to develop, document, and implement an agency-wide information security program.
- In accordance with the provisions of FISMA, information security must be effectively integrated into the system development life cycle.
- All new applications must undergo a full certification and accreditation (C&A), including an initial review to ensure compliance with National Institute of Standards and Technology (NIST) SP 800-37, *Guidelines for the Security Certification and Accreditation of Federal Information Technology Systems*. Using FIPS 200, *Minimum Security Requirements for Federal Information and Information Systems*, the minimum security requirements can be determined. NIST 800-53, *Recommended Security Controls for Federal Information Systems*, must then be used to test the controls for the C&A of the system. After certification, an agency must perform an annual self-assessment using the guidance found in NIST SP 800-26, *Security Self-Assessment Guide for Information Technology*. Title II, Section 208, of the E-Government Act of 2002 requires a Privacy Impact Assessment (PIA) before developing or procuring IT systems that collect, maintain, or disseminate information in identifiable form. All systems must have a current PIA to ensure compliance with the Privacy Act of 1974 and other IT privacy requirements.

For systems that are not national security systems, NIST provides guidance consistent with the requirements of OMB Circular A-130, Section 8b(3), “Securing Agency Information Systems,” as analyzed in A-130, Appendix III, “Security of Federal Automated Information Systems,” and Appendix IV, “Analysis of Key Sections.”

Mandatory Requirements

To meet Security requirements, the Acquisition system **must** do the following:

- TLH-01 **NIST compliance**—Deliver integrated security functionality compliant with the NIST Security Standards.
- TLH-02 **Security controls**—Ensure that the management, operations and technical baseline security controls are implemented in accordance with FIPS 199 Standards for Security Categorization of Federal Information and Information Systems and other current NIST guidance on selecting the appropriate security controls.
- TLH-03 **Access control**—Deliver the capability to control function access (e.g., system modules, transactions, approval authorities) and data access (i.e., create, read, update, delete) by assigned:
 - User ID
 - Functional role (e.g., payable technician) or
 - OrganizationEnable the agency to define access rules based on any combination of these attributes.
- TLH-04 **Security policy**—Ensure that the appropriate security controls are consistently enforced in all modules, including software used for ad hoc data query/report generators.
- TLH-05 **Sensitive data masking**—Deliver the capability to restrict access to sensitive data elements, such as social security numbers, banking information by user ID, assigned role or organization.
- TLH-06 **Authority to operate (ATO)**—Applications/systems must be granted a full ATO before going into production.

Value-Added Requirements

There are no value-added requirements in this category.

Operations

Operations requirements address background system operations. In general, most users should be unaware of background system operations, except for scheduled maintenance. The Acquisition system should run smoothly and efficiently, and it must maintain database consistency; archive, log, and retrieve data; stop and restart the system without losing data; and report system status.

Mandatory Requirements

To meet Operations requirements, the Acquisition system **must** do the following:

- TLI-01 **Process scheduling**—Deliver a process scheduling capability. Allow the agency to define, initiate, monitor and stop system processes (e.g., online availability, batch jobs, and system maintenance).

- TLI-02 **Internal database controls**—Maintain internal database consistency at all times. In the event of a system failure the system must have the capability to:
- Back out incompletely processed transactions
 - Restore the system to its last consistent state before the failure occurred,
 - Reapply all incomplete transactions previously submitted by the user
 - Validate internal database consistency to ensure duplicate postings are avoided
 - Report any data or transactions that failed to process completely
- TLI-03 **Job processing messages**—Generate online status messages to the operator. Include job or transaction type, name, when processing initiates, when it completes, and any processing errors encountered.
- TLI-04 **Job restart**—Deliver a restart capability for all application’s online and batch processing components. Batch jobs must be segmented to facilitate restart in the event of a system failure.
- TLI-05 **Error handling**—Deliver common error-handling routines across functional modules. Generate meaningful and traceable error messages that allow the user or system operator to identify and respond to reported problems.
- TLI-06 **Data archiving**—Deliver a document archiving capability. Include the ability to define, establish, and maintain archival criteria, such as date, accounting period, closed items, and vendors inactive for a specific time period. Archiving of closed or completed detail transactions must not affect related general ledger account balances.
- TLI-07 **Data archive standards**—Support data archiving and record retention in accordance with rules published by the National Archives and Records Administration (NARA), GAO, and NIST.
- TLI-08 **Archived data retrieval**—Deliver the capability to restore archived data based on agency-defined criteria such as date, accounting period, or vendor.
- TLI-09 **Event logging**—Deliver an event logging capability for systems, transactions, tables, and system parameters. The logs must include the following:
- User ID
 - System date
 - Time
 - Type of activity (i.e., add, modify, delete)
 - Old value
 - New value
- (For example, provide a log of all attempts to log onto the system or track changes to the prompt pay interest rate value.)
- TLI-10 **Productivity reporting**—Maintain and report application usage statistics. Productivity statistics should include concurrent users, job submissions, transactions throughput, and system availability.

- TLI-11 **System date for testing**—Deliver a capability to override the system date value used to automatically default document effective date and related transaction posting date/period. This capability is intended for system testing.
- TLI-12 **Queued jobs**—Deliver the capability to process queued jobs (i.e. reports, transaction files from interfacing systems, bulk record updates) with no online performance degradation.

Value-Added Requirements

To add value to the Operations functionality, the Acquisition system **should** do the following:

- TLI-13 **User selected access logging**—Deliver the capability to customize system logging features. Allow the agency to specify which parameters (or tables) to log. Allow the agency to turn logging feature on or off as needed).

Ad Hoc Query

Ad Hoc Query requirements provide flexible data access, download, and formatting to support ad hoc queries. Ad hoc queries are often general but are critical to enabling effective agency, program, financial, and contract management in the face of change. Flexibility is important because, over time, demands for specific acquisition data are expected to change considerably as changes occur in, for example, legislation, program missions, budget priorities, justifications, and oversight.

Mandatory Requirements

To meet Ad Hoc Query requirements, the Acquisition system **must** do the following:

- TLJ-01 **Ad hoc query**—Deliver an integrated ad hoc query capability to support agency access to and analysis of system maintained data.
- TLJ-02 **Ad hoc query origination**—Deliver the capability to define parameter-based query scripts that can be queued for execution, stored for reuse and shared with other authorized agency users.
- TLJ-03 **Ad hoc query execution**—Process submitted queries and queue output online for access by authorized users.
- TLJ-04 **Ad hoc query results**—Distribute query results or notifications of online query result availability to predefined individuals or groups.
- TLJ-05 **Run-time controls**—Deliver run-time controls to prevent “run-away” queries and to restrict very large data download requests.
- TLJ-06 **Graphical output**—Deliver the capability to display graphical output on the desktop with dynamic report reformatting.
- TLJ-07 **Drill-down**—Deliver an online “drill-down” capability from summary records in queries to supporting detail records.

- TLJ-08 **Data downloading**—Deliver the capability to download selected query data. Reformat downloaded query information for direct access by common desktop applications (e.g., spreadsheet, ASCII text, “,” delimited).
- TLJ-09 **Query/Report preview**—Deliver the capability to preview a query, form, report, or other result before printing.
- TLJ-10 **Available data**—Deliver capability to access current year and historical data.
- TLJ-11 **Ad hoc query interface**—Deliver the following ad hoc query interface features:
- Graphical display of data sources
 - The ability to “point and click” on selectable table, data, and link objects for inclusion in a custom query, and
 - An active data dictionary to provide users with object definitions

Value-Added Requirements

To add value to the Ad Hoc Query functionality, the Acquisition system **should** do the following:

- TLJ-12 **Query optimization**—Deliver the capability to optimize queries.
- TLJ-13 **Dashboard output**—Deliver a “dashboard” reporting capability that can be used to continuously display agency-defined performance metrics on a manager’s desktop (e.g., a graphical view of the agency’s budget status).

Documentation

Documentation requirements identify the documentation that must be delivered with the Acquisition system to ensure its effective and efficient use, as well as its appropriate implementation and maintenance. The documentation must be written at a sufficient level of detail that users who are familiar with the Acquisition system and its functions, but are new to the product, can understand and use the documentation without assistance from the vendor. All documentation should be available electronically.

Mandatory Requirements

To meet Documentation requirements, the Acquisition system **must** do the following:

- TLK-01 **Hardware and software**—Deliver documentation that identifies all software and hardware products needed by an agency to install, operate, access, and maintain the application. Delivered hardware and software documentation must specifically identify those products that are intended to be purchased or licensed as part of the product licensing agreement, and those products needed to meet any technical and functional requirement that must be acquired separately by the agency.

- TLK-02 **Application design**—Deliver application design documentation. This documentation must include the following:
- Description of the application’s design/architecture and integrated technologies
 - Database specifications
 - Data dictionary
 - Entity relationship diagrams
 - Internal file record layouts
 - Cross references between internal files, database tables and data-entry screens
 - Program module specifications including firmware and program source code
 - System flowcharts
- Application documentation must identify known problems (software bugs) and recommended work around.
- TLK-03 **Software installation and maintenance**—Deliver product installation and maintenance documentation. Installation documentation must describe the following items:
- Product release content
 - Third party software configuration requirements
 - Database installation steps
 - The directory structure for locating application data, programs, files, tables including drive mappings
 - Hardware driver installation and configuration
 - Application security set-up and maintenance
 - Software configuration instructions
 - Operating parameter definitions and any other required set-up data
 - Software build instructions
 - Vendor supplied configuration tools
 - Interface processes to be installed
 - Startup scripts needed to initiate the software
 - Test steps needed to verify correct installation
- TLK-04 **User and operating documentation**—Deliver system operations and user manuals. Documentation must explain the following system operations:
- System start-up
 - Shutdown
 - Monitoring
 - Recovery/restart
 - Internal processing controls
 - Archiving and application security
- User documentation must explain in detail how to execute available functionality in each application component and must cover instructions for the following:
- Access procedures
 - User screen layout
 - Standard report layout and content
 - Transaction entry
 - Workflow
 - Batch job initiation
 - Error codes with descriptions
 - Recovery steps
 - Trouble shooting procedures

- TLK-05 **Updated release specific documentation**—Deliver documentation updates concurrent with the distribution of new software releases. Release notes must clearly identify all changes made to the system's functionality, operation or required computing hardware and software.

Value-Added Requirements

There are no value-added requirements in this category.

System Performance

System Performance requirements are defined using general criteria rather than specific response time standards or transaction processing capacity. Actual package performance is largely dependent on the computing infrastructure and activity levels set by each user agency. Agencies should use these requirements as part of the acquisition process, adding their own workload estimates such as number of concurrent users, geographic distribution of users, number of transactions and processing time frames, and volume of agency information expected to be maintained online.

Mandatory Requirements

To meet System Performance requirements, the Acquisition system **must** do the following:

- TLL-01 **Activity workload**—Process the agency's specified workload without adversely impacting projected online response time.
- TLL-02 **Batch processing workload**—Process all scheduled work (e.g., batch jobs) within an agency-specified processing window. Scheduled work can include:
- Daily systems assurance reports
 - Daily backups
 - Daily interface processing
 - Core USSGL posting
 - Table updates
 - Standard reporting
- TLL-03 **Data volume**—Maintain the agency's specified current and historical data (e.g., documents, transactions, lines, and vendor records) storage needs with no degradation to online or batch processing performance.
- TLL-04 **Concurrent user access**—Support concurrent access to functional modules for the agency's specified user community.
- TLL-05 **Performance metrics**—Deliver computing performance metrics for platforms and systems environments on which the application is certified to run. Performance metrics provided by the vendor should describe
- Transaction processing throughput capacity,
 - Expected workstation client response time by transaction type and location,
 - Data storage capacity, and
 - Limitations on concurrent user connectivity

Value-Added Requirements

There are no value-added requirements in this category.

Appendix A—References

This appendix lists governmentwide accounting standards, laws, regulations, and other guidance that pertain to Acquisition system requirements. Reference categories are as follows:

- Federal Statutes and Presidential Directives
- Statements of Federal Financial Accounting Standards
- Office of Management and Budget Guidance
- Federal Regulations.

The list is not all-inclusive and may not include citations supporting agency-specific or program-specific mandates. It is every agency's responsibility to comply with the most current versions of applicable statutes, presidential directives, regulations, and other guidance. In addition, it is important to note that many requirements are based on common business needs in addition to cited laws and regulations.

Federal Statutes and Presidential Directives

Chief Financial Officers Act of 1990 (Pub. L. 101-576)

Clinger-Cohen Act of 1996 (Information Technology Management Reform Act, Division E of Pub. L. 104-106)

Federal Acquisition Reform Act of 1996 (FARA)

Federal Acquisition Streamlining Act of 1994, as amended (Pub. L. 103-355)

Federal Financial Management Improvement Act of 1996 (Pub. L. 104-208)

Federal Managers' Financial Integrity Act of 1982 (Pub. L. 97-255)

Prompt Payment Act of 1982 and Amendments of 1996 (Pub. L. 97-177)

Service Contract Act of 1965 (Pub. L. 89-286)

Services Acquisition Reform Act (SARA) (Pub. L. 108-136)

Office of Federal Procurement Policy Act (41 U.S.C. et seq.) (Aug. 30, 1974; S. 2510)

Section 508 of the Americans with Disabilities Act (ADA)

Homeland Security Presidential Directive 12 (HSPD-12), Policy for a Common Identification Standard for Federal Employees and Contractors. (August 27, 2004)

Statements of Federal Financial Accounting Standards

SFFAS 1, *Statement of Federal Financial Accounting Concepts*

SFFAS 3, *Accounting for Inventory and Related Property*

SFFAS 4, *Managerial Cost Accounting Concepts and Standards*

SFFAS 5, *Accounting for Liabilities of the Federal Government*

SFFAS 6, *Accounting for Property, Plant and Equipment*

SFFAS 7, *Accounting for Revenue and Other Financing Sources*

SFFAS 10, *Accounting for Internal Use Software*

SFFAS 11, *Amendments to Accounting for PP&E: Definitions (amends SFFAS 6 and 8)*

SFFAS 16, *Amendments to Accounting for PP&E: Multi-use Heritage Assets
(amends SFFAS 6 and 8)*

SFFAS 23, *Eliminating the Category National Defense Property, Plant and Equipment*

Office of Management and Budget Guidance

OMB Circular A-11, *Preparation, Submission, and Execution of the Budget*

OMB Circular A-25, *User Charges*

OMB Circular A-34, *Instructions on Budget Execution*

OMB Circular A-109, *Policies for Acquiring Major Systems*

OMB Circular A-123, *Management Accountability and Control*

OMB Circular A-127, *Financial Management Systems*

OMB Circular A-130, *Management of Federal Information Resources*

OMB Circular A-134, *Financial Accounting Principles and Standards*

OMB Circular A-136, *Financial Reporting Requirements*

FFMSR, *Core Financial Systems Requirements*, OFFM-NO-0106 (January 2006)

FSIO Federal Financial Management Standards, *Common Government-wide Accounting
Classification Structure*, Version 1.0 (July 2007)

Code of Federal Regulations

41 CFR, *Public Contracts and Property Management*

48 CFR, *Federal Acquisition Regulations System*

Other Relevant Guidance/Direction

Intragovernmental Business Rules, Bulletin No. 2007-03 (October 1, 2006), Treasury Financial Manual

Appendix B—Glossary

Acquisition Action Request (AAR)

A formal and official request, in either electronic or hard-copy form, from a requiring entity to an acquisition office for the procurement of supplies or services or for the modification of a request submitted previously.

Acquisition

“Acquisition” means the acquiring by contract with appropriated funds of supplies or services (including construction) by and for the use of the Federal Government through purchase or lease, whether the supplies or services are already in existence or must be created, developed, demonstrated, and evaluated. Acquisition begins at the point when agency needs are established and includes the description of requirements to satisfy agency needs, solicitation and selection of sources, award of contracts, contract financing, contract performance, contract administration, and those technical and management functions directly related to the process of fulfilling agency needs by contract.

Acquisition Document

Any document captured or generated by the system which supports the processing of acquisition events (e.g., AARs, solicitations, contracts, solicitation amendments, contract modifications, etc.).

Acquisition Systems

Automated systems providing the functions, processes, and activities that Federal agencies use to acquire products and services, capable of operating in an agency computing environment and facilitating the automated exchange of information between the related agency and the IAE systems. The acquisition system functions include requirement definition, acquisition planning, contract administration, synopsis and solicitation, source selection & evaluation, and award. See the Acquisition System Requirements document for detailed descriptions of the functions, processes, and activities.

Agency

Any department, agency, commission, authority, administration, board, or other independent establishment in the executive branch of the government, including any corporation wholly or partly owned by the United States that is an independent instrumentality of the United States, not including the municipal government of the District of Columbia.

Agency-Assigned

Data or supporting document information provided by the agency, such as AAR number or contract number (see System Generated).

Agency Code

See Federal organization codes.

Agency Location Code (ALC)

Identifies the accounting office within an agency that reports disbursements and collections to Treasury.

Application Program Interface (API)

A set of routines, protocols, and tools for building software applications.

Automatically

System processing of transactions, table updates, and other activity without manual intervention by the user. In these cases, the system takes action based on specified conditions or relationships.

Award Date

Date the contract becomes effective, synonymous with “effective date.” If there is no entry for award date or effective date, then the award date defaults to the DATE SIGNED. Examples:

- *Standard Form (SF) 26, Award/Contract:* award date is EFFECTIVE DATE. If the EFFECTIVE DATE has no entry, then DATE SIGNED is the award date.
- *SF-1447, Solicitation/Contract:* award date is AWARD/EFFECTIVE DATE. If the AWARD/EFFECTIVE DATE has no entry, then DATE SIGNED is the award date.
- *SF-33 Solicitation/Offer/Award:* award date is AWARD DATE. There is no SIGNED DATE field on SF-33.

Bids

See Sealed Bids.

Central Contractor Registration (CCR)

The primary vendor database for the Federal government. The CCR collects, validates, stores, and disseminates data in support of agency missions. See www.ccr.gov.

Classification Codes

Federal Supply Codes (four digits) and Product Service Codes (four characters) used to classify supplies and services. The contracting officer has final authority as to which procurement classification code is used.

Commercial and Government Entity (CAGE) Code

A five-position code that uniquely identifies contractors, by physical location, doing business with the Federal Government, NATO member nations, and other foreign governments. See http://www.dlis.dla.mil/cage_welcome.asp.

Commitment

The amount of allotment or suballotment administratively reserved in anticipation of an obligation.

Congressional District

Legislatively defined subdivisions of a state for the purpose of electing representatives or delegates to the House of Representatives of the U.S. Congress. A state or equivalent entity may comprise a single congressional district or similar representational area. This standard provides the structure of numeric codes for representing congressional districts and similar areas defined for the various Congresses of the United States. See <http://www.census.gov/prod/cen2000/doc/cd109h.pdf>.

Contract/Order Status

The status assigned to a contract/order by the system to indicate its current state of processing. This status may affect more than one document.

- In preparation
- Pending approval

- *Protested and not stayed*
- *Awarded and active*
- *Under modification*
- *Under protest and stayed: Solicitation and contract status*
- *Partially terminated*
- *Fully terminated*
- *Physically complete*
- *In closeout*
- *Completed and closed.*

Converted documents

Documents from a previous Acquisition system being converted to the newly installed Acquisition system.

Core Financial System

Core financial systems provide specific functional capabilities necessary for managing a general ledger, controlling spending, making payments, managing receivables, measuring costs, reconciling the agency's Fund Balance with Treasury, and reporting in the Federal environment.

Country Codes

Codes assigned to identify countries. The following are sources of codes:

- *GEOnet Name Server (GNS):* GNS assigns a primary country code, a two-character alphabetic code uniquely identifying a geopolitical entity (countries, dependencies, and areas of special sovereignty). GNS also provides the respective country names. No notification mechanism is in place for update. The online database is updated when necessary. Country codes and names do not change often. See http://earth-info.nga.mil/gns/html/cntry_files.html.
- *ISO 3166-1:*
- Alpha-2 country codes and associated short country names are available from ISO at no charge for internal use and non-commercial purposes. The ISO 3166/MA updates the code lists in all parts of ISO 3166. Changes, announced in newsletters, update the currently valid standard.
- *ISO 3166-1:* Alpha-3 country codes are available from ISO for a charge. See <http://www.census.gov/prod/cen2000/doc/cd109h.pdf>.
- *FIPS 10-4, Countries, Dependencies, Areas of Special Sovereignty, and Their Principal Administrative Divisions:* Geopolitical entity code standard intended for use in activities associated with the mission of the Department of State and national defense programs. It may also be used for Federal interchanges of information with the non-Federal sector, including industry, state, local, and other governments, and the public at large. Federal agencies that do not require FIPS PUB 104-1 for international data interchange and are not involved in national

defense programs or with the mission of the U.S. Department of State may adopt either FIPS PUB 10-4 or FIPS PUB 104-1. See <http://earth-info.nga.mil/gns/html/fips10-4.html>.

Document Status

The status assigned to a document by the system to indicate its current processing state:

- *Approved*: The document has passed all system validations (edits) and all required approvals have been applied. The document is available for post-approval processing. (For example, once a solicitation or synopsis is approved, it may be posted to FedBizOpps.)
- *Assigned*: The system has determined which user to route the document to based on parameters and preset rules, such as workload, warrant level of user, or value of AAR.
- *Cancelled*: The user has permanently closed a previously posted document (AAR, solicitation, synopsis, award, or order). The system will not allow further processing against the document.
- *Consolidated*: The system has combined multiple acquisition documents. (E.g., multiple AARs combined into one document.)
- *Converted*: The document was processed through an automated or manual transfer from a legacy system.
- *Deleted*: The user has chosen not to process a held or suspended document. Deleted documents are marked for purging.
- *Held*: The user has decided to save (hold) the document and not allow the system to process it further. (Note: This status is distinguished from suspended by system, in which the system makes the determination.)
- *In preparation*: The document is being prepared. For instance, a contract award document is being assembled with all negotiated changes applied, or a solicitation is being compiled.
- *Pending approval*: The document has passed all system validations. The system will not process the document until all approvals required by the agency's workflow configuration have been applied. Not all documents require more than one approval.
- *Received*: The document has been entered into the system, but has not been processed in any way (i.e., no validations have been attempted.)
- *Rejected by system*: The document was sent back to the originating system.
- *Suspended by system (did not pass validations)*: The document has failed one or more system validations (edits) and is prevented by the system from processing. The document is automatically stored for later processing. Suspended documents may be automatically processed by the system upon changes to underlying data, such as available funds.
- *Validated*: The document has passed all system validations and is ready to be assigned.

Document Type

A document classification used to group similar acquisition documents—for example, acquisition action requests, solicitations, purchase orders issued, and contract awards—processed by the system.

eBuy

An electronic system designed to allow Federal buyers to request information, find sources, and prepare requests for quotations (RFQs) and requests for proposals (RFPs), online, for services and products offered through GSA's Multiple Award Schedule (MAS) program. Federal buyers can obtain quotes or proposals for services, large quantity purchases, big ticket items, and purchases with complex requirements.

eOffer/eMod

A web-based application that allows vendors to prepare and submit their schedule offers and contract modification requests electronically.

Federal organization codes

A four-character identifier for each organization; also call Agency codes. The set of identifiers defines a standard data element. The first two characters form a component data element that is identical to the two-digit numerical code used in the Federal budgetary process to identify major Federal organizations. This component, designated as the Treasury Agency Symbol (TAS), is maintained by the Census Bureau (DOC).

Federal Supply Classification (FSC)

Four-digit supply classification code codes assigned by DLIS (DoD) which identifies commodity areas. The first two digits identify groups, and the next two digits identify class of commodity within the group. For example, the 75 in FSC 7530 denotes office supplies and devices, and the 30 denotes stationary and paper products.

Financial Management System

The hardware and software used to facilitate control, monitoring and reporting of an agency's fiscal resources, including "mixed financial systems" also used for non-financial management purposes

Financial System

An information system that has one or more applications used for collecting, processing, maintaining, transmitting, or reporting data about financial events; supporting financial planning or budgeting activities; accumulating and report costs information; or supporting the preparation of financial statements.

Governmentwide Acquisition Contracts (GWACs)

Task-order or delivery-order contract for information technology established by one agency for Government-wide use and authorized by OMB under which IT orders for information technology (IT) can be placed. The Economy Act does not apply to orders GWACs.

Graphical User Interface

A program interface that takes advantage of a computer's graphics capabilities to make the program easier to use.

HUBZone Program (Historically Underutilized Business Zones Program)

Small Business Administration program to provide federal contracting opportunities for qualified small businesses located in distressed areas, which should, in the long term provide economic development and employment growth.

Indicator

A one-character data field, or flag, that shows the presence of the value or not, on or off, for system logic decision making.

Information System

The organized collection, processing, transmission, and dissemination of information in accordance with defined procedures, whether automated or manual. Information systems include non-financial, financial, and mixed systems.

Integrated System

Related subsystems that enable a user to have one view into the components or modules in order to access information efficiently and effectively through electronic means.

JWOD Program

Mandatory source of supply for Federal employees. Named for its enabling legislation, the Javits-Wagner-O'Day Act of 1971, 41 U.S.C. 46-48c, the JWOD Program is administered by the Committee for Purchase from People Who Are Blind or Severely Disabled. See <http://www.jwod.gov>. Two national, independent organizations—National Industries for the Blind (<http://www.nib.org/>) and NISH (<http://www.nish.org/NISH/>)—help state and private nonprofit agencies participate in the JWOD Program.

Mixed System

Any information system that supports both the financial and non-financial functions of the Federal Government or components thereof.

Module

A component of an information system that carries out a specific function or functions and may be used alone or combined with other components.

NATO Commercial and Governmental Entity (NCAGE) code

Foreign registrants in CCR must have a NATO Commercial and Governmental Entity (NCAGE) Code assigned. If the organization does not have an NCAGE assigned, for most countries one can be obtained by connecting to [Form AC135](#) See CAGE code for definition of Commercial and Governmental Entity Code.

North American Industry Classification System (NAICS)

A six-digit system of classifying industries and industrial activities codes, including sub-codes, assigned by the U.S. Census Bureau which are replacing SIC codes. They allow for comparability among the United States, Canada, and Mexico giving enough flexibility for each country to recognize activities important to their own respective country. See www.census.gov/epcd/naics02/.

Obligation

A binding agreement that will result in outlays, immediately or in the future. Budgetary resources must be available before obligations can be incurred legally.

Offer

A response to a solicitation that, if accepted, would bind the offeror to perform the resultant contract. Responses to invitations for bids (sealed bidding) are offers called “bids” or “sealed bids”; responses to requests for proposals (negotiation) are offers called “proposals”; responses to requests for quotations are “quotations,” not offers.

Online

Accessibility by any computer connected to a network (for example, an online database).

Open Document Architecture/Open Document Interface Format (ODA/ODIF)

An international standard (ODA) that enables users to exchange texts and graphics generated on different types of office products. ODIF defines the ODA format in terms of interchanged data elements

Open Document Management Architecture (ODMA)

Application that provides a standard interface between document management systems and end-user applications. ODMA is becoming a de facto desktop application integration standard.

Organization Structure

The offices, divisions, branches, etc., established within an entity based on responsibility assignments, whether functional or program related.

Origination Date

The date a request was originally established. For instance, if a request was created in a user’s Requisition system and then sent to the Acquisition system, the date that the requisition was established in the Requisition system is the origination date.

Product Service Codes (PSCs)

Four character service classification codes defined by GSA which identify categories of services of what the U.S. Government buys. Government purchases are categorized as follows:

See <http://www.fpdcapp.gsa.gov/pls/fpdsweb/PscWiz>.

Program

Generally, an organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities. Because the term has many uses in practice, it does not have a well-defined, standard meaning in the legislative process. It is used to describe an agency’s mission, functions, activities, services, projects, and processes. Generally, an organized set of activities directed toward a common purpose, or goal, undertaken or proposed by an agency to carry out its responsibilities. In practice, however, the term “program” has many uses and thus does not have a well-defined, standard meaning in the legislative process. The term is used to describe an agency’s mission, programs, functions, activities, services, projects, and processes.

Project

A planned undertaking of something to be accomplished or an undertaking having a finite beginning and finite end. Examples are a construction project, a research and development project, and a reimbursable project.

Proposals

Offers that are vendor responses to government requests for proposals (RFPs) for negotiation.

Qualified System

FSIO tests commercially available financial system software products in order to certify them for federal acquisition. The FSIO testing generates objective evidence that the system products comply with mandatory government-wide system requirements. FSIO issues a certificate of compliance once the COTS package demonstrates its ability to comply with all mandatory system requirements. Commercially available system software products that pass are certified by FSIO for Federal agency acquisition. In this way agencies are limited to acquisition of products that have been certified through a formal test process.

Quotations

Vendor responses to government requests for quotations (RFQs). These are not offers.

Requirements

Statements that describe functionality or operating characteristics that a system is to provide an agency. Every requirement contained in this document has been prioritized as being either mandatory or value added. These terms are defined as follows:

- *Mandatory requirements.* Mandatory requirements describe the minimum functionality necessary to establish a system, or are based on Federal laws and regulations. Mandatory requirements are those against which agency heads evaluate their systems to determine substantial compliance with systems requirements under the FFMIA. These requirements apply to existing systems in operation and new systems planned or under development.
- *Value-added requirements.* Value-added requirements describe features or characteristics and may consist of any combination of the following: (1) using state-of-the-art technology, (2) employing preferred or best business practices, or (3) meeting the special management needs of an individual agency. Value-added, optional, and other similar terminology may be used to describe this category of requirements. Agencies should consider value-added features when judging system options. The need for these value-added features in agency systems is left to the discretion of each agency head.

Sealed Bids

Offers that are vendor responses to government invitations for bids (IFBs); also called “bids.”

Simplified Acquisition Procedures

The methods prescribed in FAR Part 13 for making purchases of supplies or services.

Single, Integrated Financial Management System

A unified set of financial systems and the financial portions of mixed systems encompassing the software, hardware, personnel, processes (manual and automated), procedures, controls, and data necessary to carry out financial management functions, manage agency financial operations, and report on the agency’s financial status to central agencies, Congress, and the public. Unified means that the systems are planned for and managed together, operated in an integrated fashion, and linked together electronically in an efficient and effective manner to provide agency-wide financial system support necessary to carry out the agency’s mission and support the agency’s financial management needs.

Solicitation Status

The status assigned to a solicitation by the system to indicate its current state of processing. This status may affect more than one document.

- In preparation
- Pending approval
- Issued and active/open
- *Closed for receipt of offers/bids*
- *In evaluation*
- *In negotiation*
- *Under amendment*
- *Under protest and stayed.*
- *Protested and not stayed*
- *Withdrawn.*

Standard Generalized Markup Language (SGML)

An international standard identifying the basic structural elements of a text document. SGML addresses the structure of a document, not its format or presentation.

States or State Codes

Two-character abbreviations (defined in USPS Publication 28) used in mailing addresses to designate U.S. states and possessions.

Surety

An individual or corporation legally liable for the debt, default, or failure of a principal to satisfy a contractual obligation.

System Date

The actual date a document is processed by the system. This date is assigned by the computer. Because of its use in system audits, the system date may not be modified.

System Generated

Document data or identifying information, such as document number, that is automatically supplied by the system (see Agency Assigned).

System Processing Edits

Edits performed by the system to prevent document processing errors such as system assurance failures, missing or invalid values in specific fields, and duplicate documents.

UNIX

A popular multi-user, multi-tasking operating system developed at Bell labs in the early 1970s.

UNSPSC

Eight character global, multi sector, standard commodity codes defined by the United Nations which identify products and services.

User ID

A value that contains a relative ID value specifying the user or person making the change in the record or data within the acquisition system.

U.S. Place Codes

See State, County, and More.

Vendor Independent Messaging (VIM)

An application program interface (API) that allows the exchange of electronic mail among programs from different vendors. As they release new products, members of the VIM Consortium are standardizing their internal networking products on VIM. VIM is designed to work across desktop platforms on Windows, Macintosh, Disk Operating System (DOS), and OS/2.

Workflow Management Coalition (WFMC)

A nonprofit international organization of workflow vendors, users, analysts, and university and research groups. WFMC was founded in August 1993.

Appendix C—Requirement Drafting Guidelines

Our goal is to publish a comprehensive set of functional requirements that can be used by agencies and vendors in developing more effective acquisition systems. To help ensure that our efforts produce consistent and accurate requirement text, we have adopted drafting guidelines for each type of requirement we deal with. The requirement types found in this document are as follows:

- Configuration
- Input
- Process
- Query
- Report
- Interface
- Non-functional.

Our drafting guidelines call for starting every requirement statement with a standard verb as defined in this appendix. Definitions of other key terms that could affect an agency's interpretation of individual requirements can be found in the glossary. In reading each functional requirement, please assume the following opening statement:

“Deliver an automated capability to:”

A key objective in drafting these requirements is to eliminate ambiguous phrasing such as “as applicable,” “as appropriate,” or “at a minimum.”

Examples, when included in requirement text, are not intended to be definitive. They are used only to help clarify the intent. Examples are identified with the lead-in phrase “for example” or “such as.”

Configuration Requirements

Configuration requirements describe functionality needed by an agency to create tables, structures, codes, labels, access rights, and rules.

- We use “**maintain**” when specifying functionality that will allow the user to directly enter, change, or delete configurable table items. For example:

Maintain a unique procurement instrument identifier (PIID) structure.

- We use “**define**” when the intention of the requirement is to allow the agency to specify edits, business rules, workflows, required code values, or other conditional processes. For example:

Define required levels of approvals by document type and processing actions.

- We use “**customize**” when referring to the ability to allow the agency to enter and modify displayed field labels, report tiles, column headings, or user interface settings. For example:

Customize the text to be displayed on system-generated bills.

Input Requirements

Input requirements describe how different types of information are to be entered into the system. Input requirements cover individual data elements and documents.

- We use “**associate**” when referring to establishing a relationship (i.e., link) between data records. Associations are normally created automatically by the underlying database software when new records are added. For example:

Associate order/contract documents with original acquisition action request documents.

- We use “**capture**” when the intention of the requirement is to store new information or link other stored data to a new record. Captured data can be user entered or system generated. The ability to subsequently retrieve, modify, or delete captured information is assumed. For example:

Capture document modifications at the line item level.

Capture suggested sources (multiple).

- We use “**classify**” when referring to capturing attributes that are used to categorize documents, data, and records. For example:

Classify contracts by the following procurement elements:

- We use “**update**” when the intention of the requirement is to allow the agency to modify an existing data record. Updates can be entered online or generated from an imported transaction file. For example:

Update payment terms.

Process Requirements

Process requirements describe automated tasks performed on data entered into the system. Processes include validating data, generating reports, and notifying users. Because process requirements cover a wide range of functionality, they are written using a variety of standard syntax rules.

- We use “**activate**” when requiring the system to make provisions and clauses available for use, upon the prescribed effective date. We use “**deactivate**” to make the provisions/clauses unavailable to the system.. For example:

Activate or deactivate provisions/clauses for use based on effective date.

- We use “**allow**” when referring to functionality inferred to be available in the system; indicating that the functionality exists in the system and the user is permitted to used it. For example:

Allow users to hold documents for data entry completion or processing at a later date. Identify held documents as distinct from system suspended documents

- We use “**apply**” when requiring the system to automatically initiate an action based upon agency business rule.

Apply validation edits to all documents regardless of their original source.

- We use “**archive**” to specify functionality used to store processed, non-current data to a segregated storage area, subject to read access and retrieval. For example:

Archive closed acquisition action request, synopsis, solicitation, order, and contract documents.

- We use “**assign**” when requiring the system to automatically determine which CS/CO is to be responsible for the action; route the action to the CS/CO; identify and capture the assignation based upon established agency business rules.

Assign person (by user ID) authorized access to source selection and business sensitive information.

- We use “**calculate**” when referring to system functionality needed to compute a result based on a defined arithmetic formula. For example:

Calculate period of performance end date.

- We use “**consolidate**” when requiring the system to identify associated line items based upon the business rules of the system and agency, combine them, and omit duplications.

Consolidate line items from multiple AARs onto one Acquisition plan.

- We use “**determine**” when referring to functionality the system uses in applying business rules. For example:

Determine offeror/bidder eligibility based on EPLS data.

- We use the FAR term “**distribute**” when referring to the system functionality which allows a user to send a document to a defined list of people.

Distribute final award document and associated notifications to the user-defined distribution list based on notification rules.

- We use “**flag**” to refer to the marking of records to indicate a status or the need for future action. For example:

Flag ineligible vendors.

- We use “**generate**” when the system must originate information. For example:

Generate a report of AARs.

- We use “**identify**” to refer to the lookup/retrieval of information based on an entered parameter. For example:

Identify contracts that use the following provisions/clauses.

- We use “**monitor**” to refer to the management of the review status or financial status of a contract. For example:

Monitor the status of reviews and approvals required for any financing, interim, and partial payments.

- We use “**notify**” when the system must issue an e-mail or other online message to inform or send an alert to the user. For example:

Notify contracting officer of changes in payment status, reviews, and approvals.

- We use “**prevent**” when the system is required to stop a user from completing an entry or initiating a process. In some cases, actions that are prevented are subject to override. For example:

Prevent the deactivation of vendors that have unliquidated obligations or unpaid invoices in the system.

- We use “**process**” to refer to the system manipulation of captured data. Processing can involve multiple steps. Processing can be triggered by user request, job submission, or other internal system logic. For example:

Process suspended documents upon changes to funding data.

- We use “**reference**” to refer to the association of document line items to prior document lines. For example:

Reference multiple prior documents in a processing chain.

- We use “**route**” when referring to the integrated workflow management capability which allows the user to send documents to the appropriate selected people, usually for approval.

Route plan for review and approval based on agency-defined workflow.

- We use “**select**” when requiring the system to identify information, and then flag it or add to an internal list available to query or report on.

Select attachments, such as specifications and standards, engineering drawings, and other technical data applicable to Section J of the UCF.

- We use “**store**” when referring to the storage of documents or data within documents in the acquisition system. For example:

Query agency procurement history for recent vendor procurement actions. Store data for use during evaluation, negotiation, and selection phase.

- We use “**suspend**” when requiring the system to place a document or other work item into a holding queue subject to later retrieval, correction, and completed processing. For example:

Suspend incomplete documents and those that fail edits (i.e., save for later retrieval and processing).

- We use “**validate**” when requiring the system to confirm the validity of entered information against a defined business rule. For example:

Validate that funds are available before recording the modifications.

Query Requirements

Queries are requirements for accessing system-maintained information online. By default, query requirements must be satisfied using real-time Acquisition system application screen displays on demand. As an option, some complex, high-volume queries can be satisfied using a separately delivered business information query (BIQ) tool (e.g., data warehouse). Unlike Acquisition system queries, BIQ queries are generally scripted, stored, and queued for execution. The following applies to formatted online displays of system-maintained information.

- We use “**query**” to specify data selection, summarization, and display. For example:

Query documents. Parameters include any document number. Result is a list of all related documents in the document’s processing chain. Drill down to supporting transactions. Parameters include any document number. Result is all document line items from documents in the parameter document’s processing chain.

- We use “**parameters include**” to specify the selection criteria. When multiple parameters are listed, it is understood that one or more (any combination) of the parameters are to be applied. Parameters should allow for selection of one value, a range of values, or all values. For example:

Parameters include vendor number, vendor legal name, vendor DBA name, vendor division, vendor TIN, DUNS number, IRS 1099 indicator.

- We use “**drill down**” to specify functionality used to display detailed supporting entries for a query-selected summary record. This action typically follows a specified query. For example:

Drill down from listed documents to document details.

- We use “**result is**” to specify the output to be presented in the sequence requested. This action typically is at the end of a query. For example:

Result is a display of all vendor data for the specified vendor. Output options include an Excel formatted data file. (See requirement AQ-SMB-01 for complete list of elements.)

Report Requirements

Report requirements describe system-generated outputs that have predefined form and content. They can be scheduled or generated on demand. All reports must be printable. Some reports also are designated as being online. Online reports are usually subject to additional drill-down. Report requirements also specify the data to be listed or summarized.

- We use “**generate a report**” to describe the user’s requirements for formatted output. For example:

Generate a status report of contract file items. Select contract documents based on any combination of the following parameters entered by the user (e.g., contracting officer, vendor name, date range). List the contract file items for each contract number, contract status, vendor, program office, agency, contract value, and date of award.

- We use “**output options include**” to specify sorting options or other special format requirements. Reports must be printable by default. Some reports can be designated as online and subject to additional drill-down. For example:

Output options include sorting and summarizing reported data by contract number and contract status.

Interface Requirements

Interface requirements define the need to exchange transactional data with another internal agency or an external governmentwide system. An example of an internal transactional requirement is the requirement for an acquisition system to generate transactions needed to send and post solicitations in the FedBizOpps system. An example of an external interface requirement is the requirement for the Core system to provide accounting classification data to inform the Acquisition system that funds are available for obligation or the requirement for the Acquisition system to generate transactions needed to establish commitments in the Core system.

- We use “**interface**” when requiring the system to provide an operational link with another identified internal or external system. For example:

Interface with the agency’s Core Financial Management system.

- We use “**import**” when requiring the system to receive and process data originated in another financial or mixed system. For example:

Import vendor updates from the CCR system.

- We use “**export**” when the intention of the requirement is to generate and send a transaction file to another system for processing. For example:

Export the notice of the proposed contract action synopsis to FedBizOpps (see FAR 5.1).

Non-Functional Requirements

Non-functional requirements do not specify a system capability. They are generally references to standards, rules, or policies maintained by others. These types of requirements are found more frequently in the technical area.

- We use “**comply**” with a defined external standard. For example:

Comply with Workflow Management Coalition (WFMC) Workflow Standard–Interoperability.

- We use “**deliver**” to specify non-functional features that must be included as part of the baseline product. For example:

Deliver user, system, and operating documentation.

- We use “**support**” for requirements referencing a defined government policy. For example:

Support direct EDI translation compliant with American National Standards Institute (ANSI) X-12 standards.

- We use “**incorporate**” to specify principles and best practices that should be reflected in a delivered package. For example:

Incorporate open-systems architecture.

- We use “**operate**” to specify computing environments in which a package should or must be designed to run. For example:

Operate in a server computing environment running under UNIX, LINX, Windows Server 2000 or above.

Appendix D—List of Internal and External Interfaces

This appendix lists the systems, internal and external, with which the acquisition system may require an interface:

- CCR—Central Contractor Registration, common to Acquisition and Core financial; web-service enabled systems. See www.ccr.gov.
- Core financial—central financial and accounting system of record; must be linked to the Acquisition system via a transactional interface.
- CPARS—Navy Contractor Performance Assessment Reporting System; military agencies submit their vendor performance rating information to CPARS. See cpars.navy.mil
- CPS—NIH Contractor Performance System; civil agencies submit their vendor performance rating information to CPS. See cps.od.nih.gov
- D&B — Dun and Bradstreet may be linked to the acquisition system via a transactional interface to obtain DUNS number, DUNS+4 number, vendor name, vendor address, and remittance address data for CCR exempt vendors. Optionally to import financial capabilities information about a company. See www.dnb.com/ccr/register.html.
- DOD EMALL—DoD Electronic Mall ecatalog. See www.emall.prod.dodonline.net.
- eBuy—GSA's electronic system designed to enable Federal buyers to request information, find sources, and prepare RFQs/RFPs online for multiple awards. See www.ebuy.gsa.gov/advgsa/ebuy/ctrler/EbuyHome.
- EEO—Equal Employment Opportunity – See National Pre-Award Registry
- EPLS—Excluded Parties List System; a list of contractors and people with whom the government may not contract. See www.epls.gov.
- eSRS—Electronic Subcontracting Reporting System; a system for contractors to report their subcontracting activity. See www.esrs.gov.
- FBO—Federal Business Opportunities (FedBizOpps); the list of online contracting business opportunities with the federal government. See www.fedbizopps.gov or www.fbo.gov.
- FedReg—Federal Agency Registration; registry of government entities and government counterpart of the CCR. See www.bpn.gov/far.
- FedTeDS—Federal Technical Data Solution; a database of sensitive agency-posted documents. See www.fedteds.gov.
- FPDS-NG—Federal Procurement Data System-Next Generation; documents new awards and report closeouts (FAR 4.805). See www.fpds.gov.

- GSA Advantage—electronic supply schedules (FAR 8.4, 16.505, 41 USC), including GSA depot items. See www.gsaadvantage.gov.
- JWOD website—website providing information on mandatory handicapped sources; named for its enabling legislation, the Javits-Wagner-O’Day Act of 1971, 41 U.S.C. 46-48c. See <http://www.jwod.gov>.
- National Pre-Award Registry—online system for validating status of Equal Employment Opportunity (EEO) compliance. See www.dol-esa.gov/preaward.
- ORCA—Online Representations and Certifications Application; used by contractors to electronically make representations and certifications, and can be accessed and used by all buying offices. See www.bpn.gov/orca.
- PPIRS—Past Performance Information Retrieval System; database of ratings of past performance transmitted from CPARS and CPS. (CPARS and CPS receive the performance data submitted by the agencies who have used the contractors.) Data are not available to contractors (FAR 46.5). See www.ppirs.gov.
- Property Systems—inventory and supply management systems; may identify the need to procure additional items based on their own models and scenarios. In an integrated systems environment, those systems may automatically generate an AAR. To accomplish this, those systems must be linked to the Acquisition system via a transactional interface. Fixed asset systems record valuations, additions, and modifications to capitalized assets and generate periodic depreciation information. Property accountability systems maintain information about the quantity, condition, location, and responsibility for government-owned items.
- VETS-100—DOL Veterans’ Employment and Training Service. See vets.dol.gov/vets100.
- WDOL—Wage Determinations On-Line; online wage rates for use in selected government contracts. See www.wdol.gov.

Appendix E—Contributors

Financial Systems Integration Office

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IAE Interfaces

BPN Master FOIA Extract File Layout

Primary System CCR Direction Outbound Version BPNSe -
11/15/2004

Secondary System Various Transfer Type FTPS Data Type Flat File

InterfaceDescription There are five access levels; FOIA, Proprietary, Sensitive, MPIN and Complete, and each

has a refresh and daily giving a total of ten versions of the CCR Master Extracts. The implementation of these files fulfilled the request for expanded elements. The existing customers were given one year to migrate to the Master files from the Standard files (right). New customers where directed to these files.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DUNS	CHAR	9	DUNS Identification
DUNS-PLUS4	CHAR	4	DUNS Plus4 Extension Identification
CAGE CODE	CHAR	5	Commercial And Government Entity Identifier
CCR EXTRACT CODE	CHAR	1	CCR Extract Code
REGISTRATION DATE	CHAR (mmddccyy)	8	CCR Registration Date
RENEWAL DATE	CHAR (mmddccyy)	8	CCR Registration Renewal Date
LEGAL BUS NAME	CHAR	120	Legal Name
DBA NAME	CHAR	60	Doing Business As Name
COMPANY DIVISION	CHAR	60	Division Name
DIVISION NUMBER	CHAR	10	Division Identification
ST ADD (1)	CHAR	55	Street
ST ADD (2)	CHAR	55	Additional Street
CITY	CHAR	35	City Name
STATE OR PROVINCE	CHAR	2	Country Subentity Code
POSTAL CODE	CHAR	35	Postal Zone
COUNTRY CODE	CHAR	3	Country Identification Code
BUS START DATE	CHAR (mmddccyy)	8	Business Start Date
FISCAL YEAR END CLOSE DATE	CHAR (mmdd)	4	Contractor Fiscal Year End Date
CO SECURITY LEVEL	CHAR	15	Site Security Level Code
EMPLOYEE SECURITY LEVEL	CHAR	15	Employee Highest Security Level Code
CORPORATE URL	CHAR	200	Uniform Resource Locator
ORGANIZATIONAL TYPE	CHAR	2	Organization Type Code
STATE OF INC	CHAR	2	Incorporation Location
COUNTRY OF INC	CHAR	3	Incorporation Location

BUS TYPE COUNTER	CHAR	4	CCR Interface Counter
BUS TYPE	CHAR	2	Business Type Code
SIC CODE COUNTER	CHAR	4	CCR Interface Counter
SIC CODE	CHAR	8	Standard Industry Classification Code
NAICS CODE COUNTER	CHAR	4	CCR Interface Counter
NAICS CODE	CHAR	6	North American Industry Classification System Code
FSC CODE COUNTER	CHAR	4	CCR Interface Counter
FSC CODE	CHAR	4	Federal Supply Classification Code
PSC CODE COUNTER	CHAR	4	CCR Interface Counter
PSC CODE	CHAR	4	Product and Service Code
CREDIT CARD	CHAR (y/n)	1	Accept Government Purchase Card Indication
CORRESPONDENCE FLAG	CHAR (M=US Mail, F=Fax, E=Email)	1	Correspondence Type Code
MAILING ADD POC (FE)	CHAR	60	Contractor Mailing Address
MAILING ADD ST ADD (1)	CHAR	55	Contractor Mailing Address
MAILING ADD ST ADD (2)	CHAR	55	Contractor Mailing Address
MAILING ADD CITY	CHAR	35	Contractor Mailing Address
MAILING ADD POSTAL CODE	CHAR	35	Contractor Mailing Address
MAILING ADD COUNTRY CODE	CHAR	3	Contractor Mailing Address
MAILING ADD STATE OR PROVINCE	CHAR	2	Contractor Mailing Address
PREVIOUS BUS POC (B3)	CHAR	60	Full Name
PREVIOUS BUS ST ADD (1)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS ST ADD (2)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS CITY	CHAR	35	Previous Business Contact Address
PREVIOUS BUS POSTAL CODE	CHAR	35	Previous Business Contact Address
PREVIOUS BUS COUNTRY CODE	CHAR	3	Previous Business Contact Address
PREVIOUS BUS STATE OR PROVINCE	CHAR	2	Previous Business Contact Address
PARENT POC (GL)	CHAR	60	Parent Organization Contact Name
PARENT DUNS NUMBER	CHAR	13	Parent DUNS Identification
PARENT ST ADD (1)	CHAR	55	Parent Organization Contact Address
PARENT ST ADD (2)	CHAR	55	Parent Organization Contact Address
PARENT CITY	CHAR	35	Parent Organization Contact Address
PARENT POSTAL CODE	CHAR	35	Parent Organization Contact Address
PARENT COUNTRY CODE	CHAR	3	Parent Organization Contact Address
PARENT STATE OR PROVINCE	CHAR	2	Parent Organization Contact Address
PARTY PERF CERTIF POC (PV)	CHAR	60	Full Name
PARTY PERF CERTIF ST ADD (1)	CHAR	55	Small Business Administration Certification Office Address

PARTY PERF CERTIF ST ADD (2)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF CITY	CHAR	35	Small Business Administration Certification Office Address
PARTY PERF CERTIF POSTAL CODE	CHAR	35	Small Business Administration Certification Office Address
PARTY PERF CERTIF COUNTRY CODE	CHAR	3	Small Business Administration Certification Office Address
PARTY PERF CERTIF STATE OR PROVINCE	CHAR	2	Small Business Administration Certification Office Address
GOVT PARENT POC (QW)	CHAR	60	Full Name
GOVT PARENT ST ADD (1)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT ST ADD (2)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT CITY	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT POSTAL CODE	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT COUNTRY CODE	CHAR	3	Parent Government Sales Contact Address
GOVT PARENT STATE OR PROVINCE	CHAR	2	Parent Government Sales Contact Address
GOVT BUS POC (60)	CHAR	60	Government Sales Contact
GOVT BUS ST ADD (1)	CHAR	55	Government Sales Contact Address
GOVT BUS ST ADD (2)	CHAR	55	Government Sales Contact Address
GOVT BUS CITY	CHAR	35	Government Sales Contact Address
GOVT BUS POSTAL CODE	CHAR	35	Government Sales Contact Address
GOVT BUS COUNTRY CODE	CHAR	3	Government Sales Contact Address
GOVT BUS STATE OR PROVINCE	CHAR	2	Government Sales Contact Address
GOVT BUS US PHONE	CHAR	30	Government Sales Contact
GOVT BUS US PHONE EXT	CHAR	10	Government Sales Contact
GOVT BUS NON-US PHONE	CHAR	30	Government Sales Contact
GOVT BUS FAX US ONLY	CHAR	30	Government Sales Contact
GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Government Sales Contact
ALT GOVT BUS POC (60)	CHAR	60	Alternate Government Sales Contact
ALT GOVT BUS ST ADD (1)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS ST ADD (2)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS CITY	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS POSTAL CODE	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS COUNTRY CODE	CHAR	3	Alternate Government Sales Address
ALT GOVT BUS STATE OR PROVINCE	CHAR	2	Alternate Government Sales Address
ALT GOVT BUS US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS US PHONE EXT	CHAR	10	Alternate Government Sales Contact
ALT GOVT BUS NON-US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS FAX US ONLY	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Government Sales Contact

PAST PERF POC (R2)	CHAR	60	Past Performance Contact
PAST PERF ST ADD (1)	CHAR	55	Past Performance Contact Address
PAST PERF ST ADD (2)	CHAR	55	Past Performance Contact Address
PAST PERF CITY	CHAR	35	Past Performance Contact Address
PAST PERF POSTAL CODE	CHAR	35	Past Performance Contact Address
PAST PERF COUNTRY CODE	CHAR	3	Past Performance Contact Address
PAST PERF STATE OR PROVINCE	CHAR	2	Past Performance Contact Address
PAST PERF US PHONE	CHAR	30	Past Performance Contact
PAST PERF US PHONE EXT	CHAR	10	Past Performance Contact
PAST PERF NON-US PHONE	CHAR	30	Past Performance Contact
PAST PERF FAX US ONLY	CHAR	30	Past Performance Contact
PAST PERF EMAIL	CHAR (blank on FOIA)	80	Past Performance Contact
ALT PAST PERF POC (R2)	CHAR	60	Alternate Past Performance Contact
ALT PAST PERF ST ADD (1)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF ST ADD (2)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF CITY	CHAR	35	Alternate Past Performance Address
ALT PAST PERF POSTAL CODE	CHAR	35	Alternate Past Performance Address
ALT PASTY PERF COUNTRY CODE	CHAR	3	Alternate Past Performance Address
ALT PAST PERF STATE OR PROVINCE	CHAR	2	Alternate Past Performance Address
ALT PAST PERF US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF US PHONE EXT	CHAR	10	Alternate Past Performance Contact
ALT PAST PERF NON-US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF FAX US ONLY	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF EMAIL	CHAR (blank on FOIA)	80	Alternate Past Performance Contact
ELEC BUS POC (ZR)	CHAR	60	Electronic Business Contact
ELEC BUS ST ADD (1)	CHAR	55	Electronic Business Address
ELEC BUS ST ADD (2)	CHAR	55	Electronic Business Address
ELEC BUS CITY	CHAR	35	Electronic Business Address
ELEC BUS POSTAL CODE	CHAR	35	Electronic Business Address
ELEC BUS COUNTRY CODE	CHAR	3	Electronic Business Address
ELEC BUS STATE OR PROVINCE	CHAR	2	Electronic Business Address
ELEC BUS US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS US PHONE EXT	CHAR	10	Electronic Business Contact
ELEC BUS NON-US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS FAX US ONLY	CHAR	30	Electronic Business Contact
ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Electronic Business Contact

ALT ELEC BUS POC (ZR)	CHAR	60	Alternate Electronic Business Contact
ALT ELEC BUS ST ADD (1)	CHAR	55	Alternate Electronic Business Address
ALT ELEC BUS ST ADD (2)	CHAR	55	Alternate Electronic Business Address
ALT ELEC BUS CITY	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS POSTAL CODE	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS COUNTRY CODE	CHAR	3	Alternate Electronic Business Address
ALT ELEC BUS STATE OR PROVINCE	CHAR	2	Alternate Electronic Business Address
ALT ELEC BUS US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS US PHONE EXT	CHAR	10	Alternate Electronic Business Contact
ALT ELEC BUS NON-US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS FAX US ONLY	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Electronic Business Contact
CERTIFIER POC (CE)	CHAR	60	Contractor Certification Contact
CERTIFIER US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER US PHONE EXT	CHAR	10	Contractor Certification Contact
CERTIFIER NON-US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER FAX US ONLY	CHAR	30	Contractor Certification Contact
CERTIFIER E-MAIL	CHAR	80	Contractor Certification Contact
ALT CERTIFIER POC (IC)	CHAR	60	Alternate Certification Contact
ALT CERTIFIER US PHONE	CHAR	30	Alternate Certification Contact
ALT CERTIFIER US PHONE EXT	CHAR	10	Alternate Certification Contact
ALT CERTIFIER NON-US PHONE	CHAR	30	Alternate Certification Contact
CORP INFO POC (CN)	CHAR	60	Contractor Contact
CORP INFO US PHONE	CHAR	30	Contractor Contact
CORP INFO US PHONE EXT	CHAR	10	Contractor Contact
CORP INFO NON-US PHONE	CHAR	30	Contractor Contact
CORP INFO FAX US ONLY	CHAR	30	Contractor Contact
CORP INFO E-MAIL	CHAR	80	Contractor Contact
OWNER INFO POC (OW)	CHAR	60	Sole Proprietor Contact
OWNER INFO US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO US PHONE EXT	CHAR	10	Sole Proprietor Contact
OWNER INFO NON-US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO FAX US ONLY	CHAR	30	Sole Proprietor Contact
OWNER INFO EMAIL	CHAR (blank on FOIA)	80	Sole Proprietor Contact
EDI	CHAR (y/n)	1	Electronic Data Interchange Capability Indicator

BPN Master Proprietary Extract File Layout

Primary System CCR Direction Outbound Version BPNse -
 11/15/2004

Secondary System Various Transfer Type FTPS Data Type XML

InterfaceDescription There are five access levels; FOIA, Proprietary, Sensitive, MPIN and Complete, and each

has a refresh and daily giving a total of ten versions of the CCR Master Extracts. The implementation of these files fulfilled the request for expanded elements. The existing customers were given one year to migrate to the Master files from the Standard files (right). New customers where directed to these files.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DUNS	CHAR	9	DUNS Identification
DUNS-PLUS4	CHAR	4	DUNS Plus4 Extension Identification
CAGE CODE	CHAR	5	Commercial And Government Entity Identifier
CCR EXTRACT CODE	CHAR	1	CCR Extract Code
REGISTRATION DATE	CHAR (mmddccyy)	8	CCR Registration Date
RENEWAL DATE	CHAR (mmddccyy)	8	CCR Registration Renewal Date
LEGAL BUS NAME	CHAR	120	Legal Name
DBA NAME	CHAR	60	Doing Business As Name
COMPANY DIVISION	CHAR	60	Division Name
DIVISION NUMBER	CHAR	10	Division Identification
ST ADD (1)	CHAR	55	Street
ST ADD (2)	CHAR	55	Additional Street
CITY	CHAR	35	City Name
STATE OR PROVINCE	CHAR	2	Country Subentity Code
POSTAL CODE	CHAR	35	Postal Zone
COUNTRY CODE	CHAR	3	Country Identification Code
BUS START DATE	CHAR (mmddccyy)	8	Business Start Date
FISCAL YEAR END CLOSE DATE	CHAR (mmdd)	4	Contractor Fiscal Year End Date
CO SECURITY LEVEL	CHAR	15	Site Security Level Code
EMPLOYEE SECURITY LEVEL	CHAR	15	Employee Highest Security Level Code
CORPORATE URL	CHAR	200	Uniform Resource Locator
ORGANIZATIONAL TYPE	CHAR	2	Organization Type Code
STATE OF INC	CHAR	2	Incorporation Location
COUNTRY OF INC	CHAR	3	Incorporation Location
BUS TYPE COUNTER	CHAR	4	CCR Interface Counter
BUS TYPE	CHAR	2	Business Type Code

SIC CODE COUNTER	CHAR	4	CCR Interface Counter
SIC CODE	CHAR	8	Standard Industry Classification Code
NAICS CODE COUNTER	CHAR	4	CCR Interface Counter
NAICS CODE	CHAR	6	North American Industry Classification System Code
FSC CODE COUNTER	CHAR	4	CCR Interface Counter
FSC CODE	CHAR	4	Federal Supply Classification Code
PSC CODE COUNTER	CHAR	4	CCR Interface Counter
PSC CODE	CHAR	4	Product and Service Code
CREDIT CARD	CHAR (y/n)	1	Accept Government Purchase Card Indication
CORRESPONDENCE FLAG	CHAR (M=US Mail, F=Fax, E=Email)	1	Correspondence Type Code
MAILING ADD POC (FE)	CHAR	60	Contractor Mailing Address
MAILING ADD ST ADD (1)	CHAR	55	Contractor Mailing Address
MAILING ADD ST ADD (2)	CHAR	55	Contractor Mailing Address
MAILING ADD CITY	CHAR	35	Contractor Mailing Address
MAILING ADD POSTAL CODE	CHAR	35	Contractor Mailing Address
MAILING ADD COUNTRY CODE	CHAR	3	Contractor Mailing Address
MAILING ADD STATE OR PROVINCE	CHAR	2	Contractor Mailing Address
PREVIOUS BUS POC (B3)	CHAR	60	Full Name
PREVIOUS BUS ST ADD (1)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS ST ADD (2)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS CITY	CHAR	35	Previous Business Contact Address
PREVIOUS BUS POSTAL CODE	CHAR	35	Previous Business Contact Address
PREVIOUS BUS COUNTRY CODE	CHAR	3	Previous Business Contact Address
PREVIOUS BUS STATE OR PROVINCE	CHAR	2	Previous Business Contact Address
PARENT POC (GL)	CHAR	60	Parent Organization Contact Name
PARENT DUNS NUMBER	CHAR	13	Parent DUNS Identification
PARENT ST ADD (1)	CHAR	55	Parent Organization Contact Address
PARENT ST ADD (2)	CHAR	55	Parent Organization Contact Address
PARENT CITY	CHAR	35	Parent Organization Contact Address
PARENT POSTAL CODE	CHAR	35	Parent Organization Contact Address
PARENT COUNTRY CODE	CHAR	3	Parent Organization Contact Address
PARENT STATE OR PROVINCE	CHAR	2	Parent Organization Contact Address
PARTY PERF CERTIF POC (PV)	CHAR	60	Full Name
PARTY PERF CERTIF ST ADD (1)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF ST ADD (2)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF CITY	CHAR	35	Small Business Administration Certification Office Address

PARTY PERF CERTIF POSTAL CODE	CHAR	35	Small Business Administration Certification Office Address
PARTY PERF CERTIF COUNTRY CODE	CHAR	3	Small Business Administration Certification Office Address
PARTY PERF CERTIF STATE OR PROVINCE	CHAR	2	Small Business Administration Certification Office Address
GOVT PARENT POC (QW)	CHAR	60	Full Name
GOVT PARENT ST ADD (1)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT ST ADD (2)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT CITY	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT POSTAL CODE	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT COUNTRY CODE	CHAR	3	Parent Government Sales Contact Address
GOVT PARENT STATE OR PROVINCE	CHAR	2	Parent Government Sales Contact Address
GOVT BUS POC (60)	CHAR	60	Government Sales Contact
GOVT BUS ST ADD (1)	CHAR	55	Government Sales Contact Address
GOVT BUS ST ADD (2)	CHAR	55	Government Sales Contact Address
GOVT BUS CITY	CHAR	35	Government Sales Contact Address
GOVT BUS POSTAL CODE	CHAR	35	Government Sales Contact Address
GOVT BUS COUNTRY CODE	CHAR	3	Government Sales Contact Address
GOVT BUS STATE OR PROVINCE	CHAR	2	Government Sales Contact Address
GOVT BUS US PHONE	CHAR	30	Government Sales Contact
GOVT BUS US PHONE EXT	CHAR	10	Government Sales Contact
GOVT BUS NON-US PHONE	CHAR	30	Government Sales Contact
GOVT BUS FAX US ONLY	CHAR	30	Government Sales Contact
GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Government Sales Contact
ALT GOVT BUS POC (60)	CHAR	60	Alternate Government Sales Contact
ALT GOVT BUS ST ADD (1)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS ST ADD (2)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS CITY	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS POSTAL CODE	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS COUNTRY CODE	CHAR	3	Alternate Government Sales Address
ALT GOVT BUS STATE OR PROVINCE	CHAR	2	Alternate Government Sales Address
ALT GOVT BUS US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS US PHONE EXT	CHAR	10	Alternate Government Sales Contact
ALT GOVT BUS NON-US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS FAX US ONLY	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS EMAIL (blank on FOIA)	CHAR (blank on FOIA)	80	Alternate Government Sales Contact
PAST PERF POC (R2)	CHAR	60	Past Performance Contact
PAST PERF ST ADD (1)	CHAR	55	Past Performance Contact Address

PAST PERF ST ADD (2)	CHAR	55	Past Performance Contact Address
PAST PERF CITY	CHAR	35	Past Performance Contact Address
PAST PERF POSTAL CODE	CHAR	35	Past Performance Contact Address
PAST PERF COUNTRY CODE	CHAR	3	Past Performance Contact Address
PAST PERF STATE OR PROVINCE	CHAR	2	Past Performance Contact Address
PAST PERF US PHONE	CHAR	30	Past Performance Contact
PAST PERF US PHONE EXT	CHAR	10	Past Performance Contact
PAST PERF NON-US PHONE	CHAR	30	Past Performance Contact
PAST PERF FAX US ONLY	CHAR	30	Past Performance Contact
PAST PERF EMAIL	CHAR (blank on FOIA)	80	Past Performance Contact
ALT PAST PERF POC (R2)	CHAR	60	Alternate Past Performance Contact
ALT PAST PERF ST ADD (1)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF ST ADD (2)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF CITY	CHAR	35	Alternate Past Performance Address
ALT PAST PERF POSTAL CODE	CHAR	35	Alternate Past Performance Address
ALT PASTY PERF COUNTRY CODE	CHAR	3	Alternate Past Performance Address
ALT PAST PERF STATE OR PROVINCE	CHAR	2	Alternate Past Performance Address
ALT PAST PERF US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF US PHONE EXT	CHAR	10	Alternate Past Performance Contact
ALT PAST PERF NON-US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF FAX US ONLY	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF EMAIL	CHAR (blank on FOIA)	80	Alternate Past Performance Contact
ELEC BUS POC (ZR)	CHAR	60	Electronic Business Contact
ELEC BUS ST ADD (1)	CHAR	55	Electronic Business Address
ELEC BUS ST ADD (2)	CHAR	55	Electronic Business Address
ELEC BUS CITY	CHAR	35	Electronic Business Address
ELEC BUS POSTAL CODE	CHAR	35	Electronic Business Address
ELEC BUS COUNTRY CODE	CHAR	3	Electronic Business Address
ELEC BUS STATE OR PROVINCE	CHAR	2	Electronic Business Address
ELEC BUS US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS US PHONE EXT	CHAR	10	Electronic Business Contact
ELEC BUS NON-US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS FAX US ONLY	CHAR	30	Electronic Business Contact
ELEC BUS EMAIL (blank on FOIA)	CHAR (blank on FOIA)	80	Electronic Business Contact
ALT ELEC BUS POC (ZR)	CHAR	60	Alternate Electronic Business Contact
ALT ELEC BUS ST ADD (1)	CHAR	55	Alternate Electronic Business Address

ALT ELEC BUS ST ADD (2)	CHAR	55	Alternate Electronic Business Address
ALT ELEC BUS CITY	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS POSTAL CODE	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS COUNTRY CODE	CHAR	3	Alternate Electronic Business Address
ALT ELEC BUS STATE OR PROVINCE	CHAR	2	Alternate Electronic Business Address
ALT ELEC BUS US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS US PHONE EXT	CHAR	10	Alternate Electronic Business Contact
ALT ELEC BUS NON-US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS FAX US ONLY	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Electronic Business Contact
CERTIFIER POC (CE)	CHAR	60	Contractor Certification Contact
CERTIFIER US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER US PHONE EXT	CHAR	10	Contractor Certification Contact
CERTIFIER NON-US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER FAX US ONLY	CHAR	30	Contractor Certification Contact
CERTIFIER E-MAIL	CHAR	80	Contractor Certification Contact
ALT CERTIFIER POC (IC)	CHAR	60	Alternate Certification Contact
ALT CERTIFIER US PHONE	CHAR	30	Alternate Certification Contact
ALT CERTIFIER US PHONE EXT	CHAR	10	Alternate Certification Contact
ALT CERTIFIER NON-US PHONE	CHAR	30	Alternate Certification Contact
CORP INFO POC (CN)	CHAR	60	Contractor Contact
CORP INFO US PHONE	CHAR	30	Contractor Contact
CORP INFO US PHONE EXT	CHAR	10	Contractor Contact
CORP INFO NON-US PHONE	CHAR	30	Contractor Contact
CORP INFO FAX US ONLY	CHAR	30	Contractor Contact
CORP INFO E-MAIL	CHAR	80	Contractor Contact
OWNER INFO POC (OW)	CHAR	60	Sole Proprietor Contact
OWNER INFO US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO US PHONE EXT	CHAR	10	Sole Proprietor Contact
OWNER INFO NON-US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO FAX US ONLY	CHAR	30	Sole Proprietor Contact
OWNER INFO EMAIL	CHAR (blank on FOIA)	80	Sole Proprietor Contact
EDI	CHAR (y/n)	1	Electronic Data Interchange Capability Indicator
TAX PAYER ID NUMBER	CHAR	9	Taxpayer Identification Number Identification
AVG NUMBER OF EMPLOYEES	CHAR	15	Average Employee Count
ANNUAL REVENUE	CHAR	15	Average Revenue Amount

SOCIAL SECURITY NUMBER

CHAR

9 Owner Social Security Number Identification

BPN Master Sensitive Extract File Layout

Primary System CCR Direction Outbound Version BPNse -
 11/15/2004

Secondary System Various Transfer Type FTSP Data Type XML

InterfaceDescription There are five access levels; FOIA, Proprietary, Sensitive, MPIN and Complete, and each

has a refresh and daily giving a total of ten versions of the CCR Master Extracts. The implementation of these files fulfilled the request for expanded elements. The existing customers were given one year to migrate to the Master files from the Standard files (right). New customers where directed to these files.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DUNS	CHAR	9	DUNS Identification
DUNS-PLUS4	CHAR	4	DUNS Plus4 Extension Identification
CAGE CODE	CHAR	5	Commercial And Government Entity Identifier
CCR EXTRACT CODE	CHAR	1	CCR Extract Code
REGISTRATION DATE	CHAR (mmddccyy)	8	CCR Registration Date
RENEWAL DATE	CHAR (mmddccyy)	8	CCR Registration Renewal Date
LEGAL BUS NAME	CHAR	120	Legal Name
DBA NAME	CHAR	60	Doing Business As Name
COMPANY DIVISION	CHAR	60	Division Name
DIVISION NUMBER	CHAR	10	Division Identification
ST ADD (1)	CHAR	55	Street
ST ADD (2)	CHAR	55	Additional Street
CITY	CHAR	35	City Name
STATE OR PROVINCE	CHAR	2	Country Subentity Code
POSTAL CODE	CHAR	35	Postal Zone
COUNTRY CODE	CHAR	3	Country Identification Code
BUS START DATE	CHAR (mmddccyy)	8	Business Start Date
FISCAL YEAR END CLOSE DATE	CHAR (mmdd)	4	Contractor Fiscal Year End Date
CO SECURITY LEVEL	CHAR	15	Site Security Level Code
EMPLOYEE SECURITY LEVEL	CHAR	15	Employee Highest Security Level Code
CORPORATE URL	CHAR	200	Uniform Resource Locator
ORGANIZATIONAL TYPE	CHAR	2	Organization Type Code
STATE OF INC	CHAR	2	Incorporation Location
COUNTRY OF INC	CHAR	3	Incorporation Location
BUS TYPE COUNTER	CHAR	4	CCR Interface Counter
BUS TYPE	CHAR	2	Business Type Code

SIC CODE COUNTER	CHAR	4	CCR Interface Counter
SIC CODE	CHAR	8	Standard Industry Classification Code
NAICS CODE COUNTER	CHAR	4	CCR Interface Counter
NAICS CODE	CHAR	6	North American Industry Classification System Code
FSC CODE COUNTER	CHAR	4	CCR Interface Counter
FSC CODE	CHAR	4	Federal Supply Classification Code
PSC CODE COUNTER	CHAR	4	CCR Interface Counter
PSC CODE	CHAR	4	Product and Service Code
CREDIT CARD	CHAR (y/n)	1	Accept Government Purchase Card Indication
CORRESPONDENCE FLAG	CHAR (M=US Mail, F=Fax, E=Email)	1	Correspondence Type Code
MAILING ADD POC (FE)	CHAR	60	Contractor Mailing Address
MAILING ADD ST ADD (1)	CHAR	55	Contractor Mailing Address
MAILING ADD ST ADD (2)	CHAR	55	Contractor Mailing Address
MAILING ADD CITY	CHAR	35	Contractor Mailing Address
MAILING ADD POSTAL CODE	CHAR	35	Contractor Mailing Address
MAILING ADD COUNTRY CODE	CHAR	3	Contractor Mailing Address
MAILING ADD STATE OR PROVINCE	CHAR	2	Contractor Mailing Address
PREVIOUS BUS POC (B3)	CHAR	60	Full Name
PREVIOUS BUS ST ADD (1)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS ST ADD (2)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS CITY	CHAR	35	Previous Business Contact Address
PREVIOUS BUS POSTAL CODE	CHAR	35	Previous Business Contact Address
PREVIOUS BUS COUNTRY CODE	CHAR	3	Previous Business Contact Address
PREVIOUS BUS STATE OR PROVINCE	CHAR	2	Previous Business Contact Address
PARENT POC (GL)	CHAR	60	Parent Organization Contact Name
PARENT DUNS NUMBER	CHAR	13	Parent DUNS Identification
PARENT ST ADD (1)	CHAR	55	Parent Organization Contact Address
PARENT ST ADD (2)	CHAR	55	Parent Organization Contact Address
PARENT CITY	CHAR	35	Parent Organization Contact Address
PARENT POSTAL CODE	CHAR	35	Parent Organization Contact Address
PARENT COUNTRY CODE	CHAR	3	Parent Organization Contact Address
PARENT STATE OR PROVINCE	CHAR	2	Parent Organization Contact Address
PARTY PERF CERTIF POC (PV)	CHAR	60	Full Name
PARTY PERF CERTIF ST ADD (1)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF ST ADD (2)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF CITY	CHAR	35	Small Business Administration Certification Office Address

PARTY PERF CERTIF POSTAL CODE	CHAR	35	Small Business Administration Certification Office Address
PARTY PERF CERTIF COUNTRY CODE	CHAR	3	Small Business Administration Certification Office Address
PARTY PERF CERTIF STATE OR PROVINCE	CHAR	2	Small Business Administration Certification Office Address
GOVT PARENT POC (QW)	CHAR	60	Full Name
GOVT PARENT ST ADD (1)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT ST ADD (2)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT CITY	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT POSTAL CODE	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT COUNTRY CODE	CHAR	3	Parent Government Sales Contact Address
GOVT PARENT STATE OR PROVINCE	CHAR	2	Parent Government Sales Contact Address
GOVT BUS POC (60)	CHAR	60	Government Sales Contact
GOVT BUS ST ADD (1)	CHAR	55	Government Sales Contact Address
GOVT BUS ST ADD (2)	CHAR	55	Government Sales Contact Address
GOVT BUS CITY	CHAR	35	Government Sales Contact Address
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GOVT BUS COUNTRY CODE	CHAR	3	Government Sales Contact Address
GOVT BUS STATE OR PROVINCE	CHAR	2	Government Sales Contact Address
GOVT BUS US PHONE	CHAR	30	Government Sales Contact
GOVT BUS US PHONE EXT	CHAR	10	Government Sales Contact
GOVT BUS NON-US PHONE	CHAR	30	Government Sales Contact
GOVT BUS FAX US ONLY	CHAR	30	Government Sales Contact
GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Government Sales Contact
ALT GOVT BUS POC (60)	CHAR	60	Alternate Government Sales Contact
ALT GOVT BUS ST ADD (1)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS ST ADD (2)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS CITY	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS POSTAL CODE	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS COUNTRY CODE	CHAR	3	Alternate Government Sales Address
ALT GOVT BUS STATE OR PROVINCE	CHAR	2	Alternate Government Sales Address
ALT GOVT BUS US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS US PHONE EXT	CHAR	10	Alternate Government Sales Contact
ALT GOVT BUS NON-US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS FAX US ONLY	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Government Sales Contact
PAST PERF POC (R2)	CHAR	60	Past Performance Contact
PAST PERF ST ADD (1)	CHAR	55	Past Performance Contact Address

PAST PERF ST ADD (2)	CHAR	55	Past Performance Contact Address
PAST PERF CITY	CHAR	35	Past Performance Contact Address
PAST PERF POSTAL CODE	CHAR	35	Past Performance Contact Address
PAST PERF COUNTRY CODE	CHAR	3	Past Performance Contact Address
PAST PERF STATE OR PROVINCE	CHAR	2	Past Performance Contact Address
PAST PERF US PHONE	CHAR	30	Past Performance Contact
PAST PERF US PHONE EXT	CHAR	10	Past Performance Contact
PAST PERF NON-US PHONE	CHAR	30	Past Performance Contact
PAST PERF FAX US ONLY	CHAR	30	Past Performance Contact
PAST PERF EMAIL	CHAR (blank on FOIA)	80	Past Performance Contact
ALT PAST PERF POC (R2)	CHAR	60	Alternate Past Performance Contact
ALT PAST PERF ST ADD (1)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF ST ADD (2)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF CITY	CHAR	35	Alternate Past Performance Address
ALT PAST PERF POSTAL CODE	CHAR	35	Alternate Past Performance Address
ALT PASTY PERF COUNTRY CODE	CHAR	3	Alternate Past Performance Address
ALT PAST PERF STATE OR PROVINCE	CHAR	2	Alternate Past Performance Address
ALT PAST PERF US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF US PHONE EXT	CHAR	10	Alternate Past Performance Contact
ALT PAST PERF NON-US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF FAX US ONLY	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF EMAIL	CHAR (blank on FOIA)	80	Alternate Past Performance Contact
ELEC BUS POC (ZR)	CHAR	60	Electronic Business Contact
ELEC BUS ST ADD (1)	CHAR	55	Electronic Business Address
ELEC BUS ST ADD (2)	CHAR	55	Electronic Business Address
ELEC BUS CITY	CHAR	35	Electronic Business Address
ELEC BUS POSTAL CODE	CHAR	35	Electronic Business Address
ELEC BUS COUNTRY CODE	CHAR	3	Electronic Business Address
ELEC BUS STATE OR PROVINCE	CHAR	2	Electronic Business Address
ELEC BUS US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS US PHONE EXT	CHAR	10	Electronic Business Contact
ELEC BUS NON-US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS FAX US ONLY	CHAR	30	Electronic Business Contact
ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Electronic Business Contact
ALT ELEC BUS POC (ZR)	CHAR	60	Alternate Electronic Business Contact
ALT ELEC BUS ST ADD (1)	CHAR	55	Alternate Electronic Business Address

ALT ELEC BUS ST ADD (2)	CHAR	55	Alternate Electronic Business Address
ALT ELEC BUS CITY	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS POSTAL CODE	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS COUNTRY CODE	CHAR	3	Alternate Electronic Business Address
ALT ELEC BUS STATE OR PROVINCE	CHAR	2	Alternate Electronic Business Address
ALT ELEC BUS US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS US PHONE EXT	CHAR	10	Alternate Electronic Business Contact
ALT ELEC BUS NON-US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS FAX US ONLY	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Electronic Business Contact
CERTIFIER POC (CE)	CHAR	60	Contractor Certification Contact
CERTIFIER US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER US PHONE EXT	CHAR	10	Contractor Certification Contact
CERTIFIER NON-US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER FAX US ONLY	CHAR	30	Contractor Certification Contact
CERTIFIER E-MAIL	CHAR	80	Contractor Certification Contact
ALT CERTIFIER POC (IC)	CHAR	60	Alternate Certification Contact
ALT CERTIFIER US PHONE	CHAR	30	Alternate Certification Contact
ALT CERTIFIER US PHONE EXT	CHAR	10	Alternate Certification Contact
ALT CERTIFIER NON-US PHONE	CHAR	30	Alternate Certification Contact
CORP INFO POC (CN)	CHAR	60	Contractor Contact
CORP INFO US PHONE	CHAR	30	Contractor Contact
CORP INFO US PHONE EXT	CHAR	10	Contractor Contact
CORP INFO NON-US PHONE	CHAR	30	Contractor Contact
CORP INFO FAX US ONLY	CHAR	30	Contractor Contact
CORP INFO E-MAIL	CHAR	80	Contractor Contact
OWNER INFO POC (OW)	CHAR	60	Sole Proprietor Contact
OWNER INFO US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO US PHONE EXT	CHAR	10	Sole Proprietor Contact
OWNER INFO NON-US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO FAX US ONLY	CHAR	30	Sole Proprietor Contact
OWNER INFO EMAIL	CHAR (blank on FOIA)	80	Sole Proprietor Contact
EDI (y/n)	CHAR	1	Electronic Data Interchange Capability Indicator
TAX PAYER ID NUMBER	CHAR	9	Taxpayer Identification Number Identification
AVG NUMBER OF EMPLOYEES	CHAR	15	Average Employee Count
ANNUAL REVENUE	CHAR	15	Average Revenue Amount

SOCIAL SECURITY NUMBER	CHAR	9	Owner Social Security Number Identification
FINANCIAL INSTITUTE	CHAR	30	Legal Name
ACCOUNT NUMBER	CHAR	20	Account ID
ABA ROUTING ID	CHAR	9	American Banking Association Routing Identification
PAYMENT TYPE	CHAR (c or s)	1	Payment Account Type Code
LOCKBOX NUMBER	CHAR	20	Lockbox ID
AUTHORIZATION DATE	CHAR	8	Latest Account Authorization Date
EFT WAIVER	CHAR	1	Electronic Fund Transfer Waiver Code
ACH US PHONE	CHAR	30	Automated Clearing House Coordinator Contact
ACH NON-US PHONE	CHAR	30	Automated Clearing House Coordinator Contact
ACH FAX	CHAR	30	Automated Clearing House Coordinator Contact
ACH EMAIL	CHAR	80	Automated Clearing House Coordinator Contact
REMIT INFO POC (RI)	CHAR	60	Full Name
REMIT INFO ST ADD (1)	CHAR	55	Remittance Address
REMIT INFO ST ADD (2)	CHAR	55	Remittance Address
REMIT INFO CITY	CHAR	30	Remittance Address
REMIT INFO STATE OR PROVINCE	CHAR	2	Remittance Address
REMIT INFO POSTAL CODE	CHAR	35	Remittance Address
REMIT INFO COUNTRY CODE	CHAR	3	Remittance Address
ACCOUNTS REC POC (AF)	CHAR	60	Accounts Receivable Contact
ACCOUNTS REC US PHONE	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC US PHONE EXT	CHAR	10	Accounts Receivable Contact
ACCOUNTS REC NON-US PHONE	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC FAX US ONLY	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC EMAIL	CHAR	80	Accounts Receivable Contact

BPN Complete Extract File Layout

Primary System CCR Direction Outbound Version BPNse -
 11/15/2004

Secondary System Various Transfer Type FTSP Data Type XML

InterfaceDescription There are five access levels; FOIA, Proprietary, Sensitive, MPIN and Complete, and each

has a refresh and daily giving a total of ten versions of the CCR Master Extracts. The implementation of these files fulfilled the request for expanded elements. The existing customers were given one year to migrate to the Master files from the Standard files (right). New customers where directed to these files.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DUNS	CHAR	9	DUNS Identification
DUNS-PLUS4	CHAR	4	DUNS Plus4 Extension Identification
CAGE CODE	CHAR	5	Commercial And Government Entity Identifier
CCR EXTRACT CODE	CHAR	1	CCR Extract Code
REGISTRATION DATE	CHAR (mmddccyy)	8	CCR Registration Date
RENEWAL DATE	CHAR (mmddccyy)	8	CCR Registration Renewal Date
LEGAL BUS NAME	CHAR	120	Legal Name
DBA NAME	CHAR	60	Doing Business As Name
COMPANY DIVISION	CHAR	60	Division Name
DIVISION NUMBER	CHAR	10	Division Identification
ST ADD (1)	CHAR	55	Street
ST ADD (2)	CHAR	55	Additional Street
CITY	CHAR	35	City Name
STATE OR PROVINCE	CHAR	2	Country Subentity Code
POSTAL CODE	CHAR	35	Postal Zone
COUNTRY CODE	CHAR	3	Country Identification Code
BUS START DATE	CHAR (mmddccyy)	8	Business Start Date
FISCAL YEAR END CLOSE DATE	CHAR (mmdd)	4	Contractor Fiscal Year End Date
CO SECURITY LEVEL	CHAR	15	Site Security Level Code
EMPLOYEE SECURITY LEVEL	CHAR	15	Employee Highest Security Level Code
CORPORATE URL	CHAR	200	Uniform Resource Locator
ORGANIZATIONAL TYPE	CHAR	2	Organization Type Code
STATE OF INC	CHAR	2	Incorporation Location
COUNTRY OF INC	CHAR	3	Incorporation Location
BUS TYPE COUNTER	CHAR	4	CCR Interface Counter
BUS TYPE	CHAR	2	Business Type Code

SIC CODE COUNTER	CHAR	4	CCR Interface Counter
SIC CODE	CHAR	8	Standard Industry Classification Code
NAICS CODE COUNTER	CHAR	4	CCR Interface Counter
NAICS CODE	CHAR	6	North American Industry Classification System Code
FSC CODE COUNTER	CHAR	4	CCR Interface Counter
FSC CODE	CHAR	4	Federal Supply Classification Code
PSC CODE COUNTER	CHAR	4	CCR Interface Counter
PSC CODE	CHAR	4	Product and Service Code
CREDIT CARD	CHAR (y/n)	1	Accept Government Purchase Card Indication
CORRESPONDENCE FLAG	CHAR (M=US Mail, F=Fax, E=Email)	1	Correspondence Type Code
MAILING ADD POC (FE)	CHAR	60	Contractor Mailing Address
MAILING ADD ST ADD (1)	CHAR	55	Contractor Mailing Address
MAILING ADD ST ADD (2)	CHAR	55	Contractor Mailing Address
MAILING ADD CITY	CHAR	35	Contractor Mailing Address
MAILING ADD POSTAL CODE	CHAR	35	Contractor Mailing Address
MAILING ADD COUNTRY CODE	CHAR	3	Contractor Mailing Address
MAILING ADD STATE OR PROVINCE	CHAR	2	Contractor Mailing Address
PREVIOUS BUS POC (B3)	CHAR	60	Full Name
PREVIOUS BUS ST ADD (1)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS ST ADD (2)	CHAR	55	Previous Business Contact Address
PREVIOUS BUS CITY	CHAR	35	Previous Business Contact Address
PREVIOUS BUS POSTAL CODE	CHAR	35	Previous Business Contact Address
PREVIOUS BUS COUNTRY CODE	CHAR	3	Previous Business Contact Address
PREVIOUS BUS STATE OR PROVINCE	CHAR	2	Previous Business Contact Address
PARENT POC (GL)	CHAR	60	Parent Organization Contact Name
PARENT DUNS NUMBER	CHAR	13	Parent DUNS Identification
PARENT ST ADD (1)	CHAR	55	Parent Organization Contact Address
PARENT ST ADD (2)	CHAR	55	Parent Organization Contact Address
PARENT CITY	CHAR	35	Parent Organization Contact Address
PARENT POSTAL CODE	CHAR	35	Parent Organization Contact Address
PARENT COUNTRY CODE	CHAR	3	Parent Organization Contact Address
PARENT STATE OR PROVINCE	CHAR	2	Parent Organization Contact Address
PARTY PERF CERTIF POC (PV)	CHAR	60	Full Name
PARTY PERF CERTIF ST ADD (1)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF ST ADD (2)	CHAR	55	Small Business Administration Certification Office Address
PARTY PERF CERTIF CITY	CHAR	35	Small Business Administration Certification Office Address

PARTY PERF CERTIF POSTAL CODE	CHAR	35	Small Business Administration Certification Office Address
PARTY PERF CERTIF COUNTRY CODE	CHAR	3	Small Business Administration Certification Office Address
PARTY PERF CERTIF STATE OR PROVINCE	CHAR	2	Small Business Administration Certification Office Address
GOVT PARENT POC (QW)	CHAR	60	Full Name
GOVT PARENT ST ADD (1)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT ST ADD (2)	CHAR	55	Parent Government Sales Contact Address
GOVT PARENT CITY	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT POSTAL CODE	CHAR	35	Parent Government Sales Contact Address
GOVT PARENT COUNTRY CODE	CHAR	3	Parent Government Sales Contact Address
GOVT PARENT STATE OR PROVINCE	CHAR	2	Parent Government Sales Contact Address
GOVT BUS POC (60)	CHAR	60	Government Sales Contact
GOVT BUS ST ADD (1)	CHAR	55	Government Sales Contact Address
GOVT BUS ST ADD (2)	CHAR	55	Government Sales Contact Address
GOVT BUS CITY	CHAR	35	Government Sales Contact Address
GOVT BUS POSTAL CODE	CHAR	35	Government Sales Contact Address
GOVT BUS COUNTRY CODE	CHAR	3	Government Sales Contact Address
GOVT BUS STATE OR PROVINCE	CHAR	2	Government Sales Contact Address
GOVT BUS US PHONE	CHAR	30	Government Sales Contact
GOVT BUS US PHONE EXT	CHAR	10	Government Sales Contact
GOVT BUS NON-US PHONE	CHAR	30	Government Sales Contact
GOVT BUS FAX US ONLY	CHAR	30	Government Sales Contact
GOVT BUS EMAIL (blank on FOIA)	CHAR	80	Government Sales Contact
ALT GOVT BUS POC (60)	CHAR	60	Alternate Government Sales Contact
ALT GOVT BUS ST ADD (1)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS ST ADD (2)	CHAR	55	Alternate Government Sales Address
ALT GOVT BUS CITY	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS POSTAL CODE	CHAR	35	Alternate Government Sales Address
ALT GOVT BUS COUNTRY CODE	CHAR	3	Alternate Government Sales Address
ALT GOVT BUS STATE OR PROVINCE	CHAR	2	Alternate Government Sales Address
ALT GOVT BUS US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS US PHONE EXT	CHAR	10	Alternate Government Sales Contact
ALT GOVT BUS NON-US PHONE	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS FAX US ONLY	CHAR	30	Alternate Government Sales Contact
ALT GOVT BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Government Sales Contact
PAST PERF POC (R2)	CHAR	60	Past Performance Contact
PAST PERF ST ADD (1)	CHAR	55	Past Performance Contact Address

PAST PERF ST ADD (2)	CHAR	55	Past Performance Contact Address
PAST PERF CITY	CHAR	35	Past Performance Contact Address
PAST PERF POSTAL CODE	CHAR	35	Past Performance Contact Address
PAST PERF COUNTRY CODE	CHAR	3	Past Performance Contact Address
PAST PERF STATE OR PROVINCE	CHAR	2	Past Performance Contact Address
PAST PERF US PHONE	CHAR	30	Past Performance Contact
PAST PERF US PHONE EXT	CHAR	10	Past Performance Contact
PAST PERF NON-US PHONE	CHAR	30	Past Performance Contact
PAST PERF FAX US ONLY	CHAR	30	Past Performance Contact
PAST PERF EMAIL	CHAR (blank on FOIA)	80	Past Performance Contact
ALT PAST PERF POC (R2)	CHAR	60	Alternate Past Performance Contact
ALT PAST PERF ST ADD (1)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF ST ADD (2)	CHAR	55	Alternate Past Performance Address
ALT PAST PERF CITY	CHAR	35	Alternate Past Performance Address
ALT PAST PERF POSTAL CODE	CHAR	35	Alternate Past Performance Address
ALT PASTY PERF COUNTRY CODE	CHAR	3	Alternate Past Performance Address
ALT PAST PERF STATE OR PROVINCE	CHAR	2	Alternate Past Performance Address
ALT PAST PERF US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF US PHONE EXT	CHAR	10	Alternate Past Performance Contact
ALT PAST PERF NON-US PHONE	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF FAX US ONLY	CHAR	30	Alternate Past Performance Contact
ALT PAST PERF EMAIL	CHAR (blank on FOIA)	80	Alternate Past Performance Contact
ELEC BUS POC (ZR)	CHAR	60	Electronic Business Contact
ELEC BUS ST ADD (1)	CHAR	55	Electronic Business Address
ELEC BUS ST ADD (2)	CHAR	55	Electronic Business Address
ELEC BUS CITY	CHAR	35	Electronic Business Address
ELEC BUS POSTAL CODE	CHAR	35	Electronic Business Address
ELEC BUS COUNTRY CODE	CHAR	3	Electronic Business Address
ELEC BUS STATE OR PROVINCE	CHAR	2	Electronic Business Address
ELEC BUS US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS US PHONE EXT	CHAR	10	Electronic Business Contact
ELEC BUS NON-US PHONE	CHAR	30	Electronic Business Contact
ELEC BUS FAX US ONLY	CHAR	30	Electronic Business Contact
ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Electronic Business Contact
ALT ELEC BUS POC (ZR)	CHAR	60	Alternate Electronic Business Contact
ALT ELEC BUS ST ADD (1)	CHAR	55	Alternate Electronic Business Address

ALT ELEC BUS ST ADD (2)	CHAR	55	Alternate Electronic Business Address
ALT ELEC BUS CITY	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS POSTAL CODE	CHAR	35	Alternate Electronic Business Address
ALT ELEC BUS COUNTRY CODE	CHAR	3	Alternate Electronic Business Address
ALT ELEC BUS STATE OR PROVINCE	CHAR	2	Alternate Electronic Business Address
ALT ELEC BUS US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS US PHONE EXT	CHAR	10	Alternate Electronic Business Contact
ALT ELEC BUS NON-US PHONE	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS FAX US ONLY	CHAR	30	Alternate Electronic Business Contact
ALT ELEC BUS EMAIL	CHAR (blank on FOIA)	80	Alternate Electronic Business Contact
CERTIFIER POC (CE)	CHAR	60	Contractor Certification Contact
CERTIFIER US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER US PHONE EXT	CHAR	10	Contractor Certification Contact
CERTIFIER NON-US PHONE	CHAR	30	Contractor Certification Contact
CERTIFIER FAX US ONLY	CHAR	30	Contractor Certification Contact
CERTIFIER E-MAIL	CHAR	80	Contractor Certification Contact
ALT CERTIFIER POC (IC)	CHAR	60	Alternate Certification Contact
ALT CERTIFIER US PHONE	CHAR	30	Alternate Certification Contact
ALT CERTIFIER US PHONE EXT	CHAR	10	Alternate Certification Contact
ALT CERTIFIER NON-US PHONE	CHAR	30	Alternate Certification Contact
CORP INFO POC (CN)	CHAR	60	Contractor Contact
CORP INFO US PHONE	CHAR	30	Contractor Contact
CORP INFO US PHONE EXT	CHAR	10	Contractor Contact
CORP INFO NON-US PHONE	CHAR	30	Contractor Contact
CORP INFO FAX US ONLY	CHAR	30	Contractor Contact
CORP INFO E-MAIL	CHAR	80	Contractor Contact
OWNER INFO POC (OW)	CHAR	60	Sole Proprietor Contact
OWNER INFO US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO US PHONE EXT	CHAR	10	Sole Proprietor Contact
OWNER INFO NON-US PHONE	CHAR	30	Sole Proprietor Contact
OWNER INFO FAX US ONLY	CHAR	30	Sole Proprietor Contact
OWNER INFO EMAIL	CHAR (blank on FOIA)	80	Sole Proprietor Contact
EDI	CHAR (y/n)	1	Electronic Data Interchange Capability Indicator
TAX PAYER ID NUMBER	CHAR	9	Taxpayer Identification Number Identification
AVG NUMBER OF EMPLOYEES	CHAR	15	Average Employee Count
ANNUAL REVENUE	CHAR	15	Average Revenue Amount

SOCIAL SECURITY NUMBER	CHAR	9	Owner Social Security Number Identification
FINANCIAL INSTITUTE	CHAR	30	Legal Name
ACCOUNT NUMBER	CHAR	20	Account ID
ABA ROUTING ID	CHAR	9	American Banking Association Routing Identification
PAYMENT TYPE (c or s)	CHAR	1	Payment Account Type Code
LOCKBOX NUMBER	CHAR	20	Lockbox ID
AUTHORIZATION DATE	CHAR	8	Latest Account Authorization Date
EFT WAIVER	CHAR	1	Electronic Fund Transfer Waiver Code
ACH US PHONE	CHAR	30	Automated Clearing House Coordinator Contact
ACH NON-US PHONE	CHAR	30	Automated Clearing House Coordinator Contact
ACH FAX	CHAR	30	Automated Clearing House Coordinator Contact
ACH EMAIL	CHAR	80	Automated Clearing House Coordinator Contact
REMIT INFO POC (RI)	CHAR	60	Full Name
REMIT INFO ST ADD (1)	CHAR	55	Remittance Address
REMIT INFO ST ADD (2)	CHAR	55	Remittance Address
REMIT INFO CITY	CHAR	30	Remittance Address
REMIT INFO STATE OR PROVINCE	CHAR	2	Remittance Address
REMIT INFO POSTAL CODE	CHAR	35	Remittance Address
REMIT INFO COUNTRY CODE	CHAR	3	Remittance Address
ACCOUNTS REC POC (AF)	CHAR	60	Accounts Receivable Contact
ACCOUNTS REC US PHONE	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC US PHONE EXT	CHAR	10	Accounts Receivable Contact
ACCOUNTS REC NON-US PHONE	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC FAX US ONLY	CHAR	30	Accounts Receivable Contact
ACCOUNTS REC EMAIL	CHAR	80	Accounts Receivable Contact
MARKETING PARTNER ID NUMBER (MPIN)	CHAR	9	MPIN ID

eSRS Extract from FPDS

Primary System eSRS
 Secondary System FPDS

Direction Inbound
 Transfer Type FTSPS

Version Version 1.0
 Data Type XML

InterfaceDescription The eSRS Contract Data API is a feature of the Electronic Subcontracting Reporting System that will allow the FPDS-NG system to send contracts and subsequent updates to eSRS utilizing web services. The API is protected using HTTP authentication, and in order to use it, the connecting party must request a username and password to access the service.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
PIID	CHAR	25	Referenced Procurement Instrument Document Identifier
reference_number	CHAR	11	Obligation Identification
modification_number	CHAR	25	Modification Identification
idv_number	CHAR	25	Referenced Procurement Instrument Document Identifier
agency_code	CHAR	4	Contracting Agency Code
date_signed	CHAR	8	Order Date
effective_date	CHAR	8	Contract Effective Start Date
current_completion_date	CHAR	8	Contract Completion Date
ultimate_completion_date	CHAR	9	Ultimate Completion Date
ultimate_contract_value	CHAR		Ultimate Contract Amount
current_contract_value	CHAR		Current Contract Amount
dollars_obligated	CHAR		Current Obligated Amount
contracting_agency_code	CHAR		Contracting Agency Code
contracting_office_code	CHAR		Contracting Office Code
funding_agency_code	CHAR		Funding Agency Code
funding_office_code	CHAR		Contracting Office Code
product_or_service_code	CHAR		Product and Service Code
pop_state_code	CHAR		Principal Place of Performance Address
pop_location_code	CHAR		Principal Place of Performance Address
place_of_perform_country_code	CHAR		Principal Place of Performance Address
place_of_performance_name	CHAR		Country Name
country_code	CHAR		Principal Place of Performance Address
subcontracting_plan	CHAR		Subcontracting Plan Requirement Code
award_type	CHAR		Award Type Code
duns_number	CHAR		DUNS Identification
sheltered_workshop_flag	CHAR		Sheltered Workshop Indication (JWOD Provider)

hbcu_flag	CHAR	Black College University Indication
minority_institution_flag	CHAR	Minority Institution Indication
nonprofit_organization_flag	CHAR	Non Profit Indication
vendor_name	CHAR	Contractor Name
doing_business_as_name	CHAR	Doing Business As Name
address_line_1	CHAR	Street
address_line_2	CHAR	Additional Street
address_line_3	CHAR	Additional Street
address_city	CHAR	City Name
address_state	CHAR	Country Subentity Code
zip_code	CHAR	US Zip Code

EPLS SMTP Entry Insert

Primary System EPLS
Secondary System Various

Direction Inbound
Transfer Type SMTP

Version Version 1.1
Data Type XML

InterfaceDescription This paragraph describes the interface design of the EPLS SMTP interface. The purpose

of this interface is to allow government users to submit debarments through the user interface of their choice. The user's interface must be capable of constructing an XML document that conforms to the EPLS system's Document Type Definition, and it must be able to send this document, via the Simple Mail Transfer Protocol (SMTP), to the e-mail address associated with the EPLS system.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
UserName	CHAR	30	User Identification
Password	CHAR	30	Password Identification
Name	CHAR	200	Excluded Party Name
IDTag	CHAR	11	Excluded Party Cross Reference ID
EntryID	CHAR	11	Excluded Party Social Security Number Identification
EntryID	CHAR	11	Excluded Party Tax Identification Number Identification
EntryID	CHAR	11	DUNS Identification
CTType	CHAR	1	Exclusion Reason Code
Classification	CHAR	1	Excluded Party Type Code
PrNameIDTag	CHAR	16	Excluded Party Program Type Identification
PrimaryNameID	CHAR	11	DUNS Identification
PrimaryNameID	CHAR	11	Excluded Party Social Security Number Identification
PrimaryNameID	CHAR	11	Excluded Party Tax Identification Number Identification
Alias	CHAR	1	Excluded Party Cross Reference Indcator
Address.Street1	CHAR	150	Excluded Party Address
Address.Street2	CHAR	55	Excluded Party Address
Address.Street3	CHAR	55	Excluded Party Address
Address.City	CHAR	50	Excluded Party Address
Address.ZIP	CHAR	15	Excluded Party Address
Address.State	CHAR	5	Excluded Party Address
Address.Country	CHAR		Excluded Party Address
Action.ActionDate	DATE		Exclusion Action Date
Action.TermDate	DATE		Excluded Party List Termination Date
Action.CTCode	CHAR	16	Excluded Party Program Type Identification
Action.AgencyComponent	CHAR	10	Contracting Agency Code

Action.oldCTCode	CHAR	16	Excluded Party Program Type Identification
Action.oldAgencyComponent	CHAR	10	Contracting Agency Code
Description	CHAR	1000	Excluded Party Description

EPLS SMTP Entry Modify

Primary System EPLS **Direction** Inbound **Version** Version 1.2
Secondary System Various **Transfer Type** SMTP **Data Type** XML

InterfaceDescription This paragraph describes the interface design of the EPLS SMTP interface. The purpose of this interface is to allow government users to submit debarments through the user interface of their choice. The user's interface must be capable of constructing an XML document that conforms to the EPLS system's Document Type Definition, and it must be able to send this document, via the Simple Mail Transfer Protocol (SMTP), to the e-mail address associated with the EPLS system.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
UserName	CHAR	30	User Identification
Password	CHAR	30	Password Identification
Name	CHAR	200	Excluded Party Name
IDTag	CHAR	11	Excluded Party Cross Reference ID
EntryID	CHAR	11	DUNS Identification
EntryID	CHAR	11	Excluded Party Tax Identification Number Identification
EntryID	CHAR	11	Excluded Party Social Security Number Identification
Address.Street1	CHAR	150	Excluded Party Address
Address.Street2	CHAR	55	Excluded Party Address
Address.Street3	CHAR	55	Excluded Party Address
Address.City	CHAR	50	Excluded Party Address
Address.ZIP	CHAR	15	Excluded Party Address
Address.State	CHAR	5	Excluded Party Address
Address.Country	CHAR		Excluded Party Address
Description	CHAR	1000	Excluded Party Description

EPLS SMTP Entry Delete

Primary System EPLS **Direction** Inbound **Version** Version 1.3
Secondary System Various **Transfer Type** SMTP **Data Type** XML

InterfaceDescription This paragraph describes the interface design of the EPLS SMTP interface. The purpose of this interface is to allow government users to submit debarments through the user interface of their choice. The user's interface must be capable of constructing an XML document that conforms to the EPLS system's Document Type Definition, and it must be able to send this document, via the Simple Mail Transfer Protocol (SMTP), to the e-mail address associated with the EPLS system.

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
UserName	CHAR	30	User Identification
Password	CHAR	30	Password Identification
Name	CHAR	200	Excluded Party Name
IDTag	CHAR	11	Excluded Party Cross Reference ID
EntryID	CHAR	11	DUNS Identification
EntryID	CHAR	11	Excluded Party Tax Identification Number Identification
EntryID	CHAR	11	Excluded Party Social Security Number Identification

ORCA CCRXML Request

Primary System ORCA Direction Inbound Version
 Secondary System CCR Transfer Type HTTPPost Data Type XML

InterfaceDescription CCRXML is a B2B (Business to Business) web application that receives user-customized requests for CCR information from a client application on one or multiple records and returns the requested data in real-time using the XML format. When a vendor attempts to log into ORCA, ORCA sends a real-time request to CCRXML, retrieves the data, authenticates vendor and processes other elements of data before storing the data in the database and displaying the information in ORCA application

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
Userid	CHAR	20	User Identification
Password	CHAR	20	Password Identification
DUNSID	CHAR	9	DUNS Identification
DUNSP4ExtensionID	CHAR	4	DUNS Plus4 Extension Identification
CertRegistrationStatusCode	CHAR	1	CCR Extract Code
CertRegistrationStartDate	CHAR (mmddccyy)	10	CCR Registration Date
CertRegistrationEndDate	CHAR (mmddccyy)	10	CCR Registration Renewal Date
Organization	CHAR	1	Interface Placeholder Element
Address	CHAR	1	Interface Placeholder Element
ContractorCertContact	CHAR	1	Interface Placeholder Element
CertRegistrationDateTime	CHAR	1	Interface Placeholder Element
CertExpirationDateTime	CHAR	1	Interface Placeholder Element
HTMLURL	CHAR	1	Interface Placeholder Element
PDFURL	CHAR	1	Interface Placeholder Element
FAR522032	CHAR	1	Interface Placeholder Element
FAR5220311	CHAR	1	Interface Placeholder Element
FAR522043	CHAR	1	Interface Placeholder Element
FAR522045	CHAR	1	Interface Placeholder Element
FAR522095	CHAR	1	Interface Placeholder Element
FAR522123	CHAR	1	Interface Placeholder Element
FAR5221414	CHAR	1	Interface Placeholder Element
FAR522156	CHAR	1	Interface Placeholder Element
FAR522191	CHAR	1	Interface Placeholder Element
FAR522192	CHAR	1	Interface Placeholder Element
FAR5221919	CHAR	1	Interface Placeholder Element

FAR5221921	CHAR	1	Interface Placeholder Element
FAR5221922	CHAR	1	Interface Placeholder Element
FAR5222218	CHAR	1	Interface Placeholder Element
FAR5222222	CHAR	1	Interface Placeholder Element
FAR5222225	CHAR	1	Interface Placeholder Element
FAR5222238	CHAR	1	Interface Placeholder Element
FAR5222248	CHAR	1	Interface Placeholder Element
FAR522234	CHAR	1	Interface Placeholder Element
FAR522239	CHAR	1	Interface Placeholder Element
FAR5222313	CHAR	1	Interface Placeholder Element
FAR522252	CHAR	1	Interface Placeholder Element
FAR522254	CHAR	1	Interface Placeholder Element
FAR522256	CHAR	1	Interface Placeholder Element
FAR522262	CHAR	1	Interface Placeholder Element
FAR522276	CHAR	1	Interface Placeholder Element
FAR5222715	CHAR	1	Interface Placeholder Element
SF330Part II	CHAR	1	Interface Placeholder Element

Document Upload Template

Primary System	FBO	Direction	Inbound	Version	
Secondary System	Various	Transfer Type	HTTP	Data Type	

InterfaceDescription The Document Upload template provides links to all solicitation documents that are available for viewing and downloading from the Internet. This template is used when documents are available on a server other than FBO

Intercae Elements

ElementName	ElementType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
USERID *	CHAR	9	User Identification
PASSWORD*	CHAR	20	Password Identification
PROJID*	CHAR	50	Project Number
UPLOADTYPE	CHAR	75	Interface Placeholder Element
RESPONSEDATE	CHAR (MMDDYYYY)	8	Solicitation Response Deadline
URL	CHAR	250	Uniform Resource Locator
MIMETYPE	CHAR	35	Interface Placeholder Element

Presolicitation Notice Template

Primary System FBO Direction Inbound Version
 Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Presolicitation template is used for the publication of notices for proposed acquisitions. FAR, Section 5.2 requires the submission of this document prior to the publication of any further actions. FBO will reject any other documents that refer to a specific solicitation without previous publication of the Presolicitation Notice for that solicitation

Intercae Elements

ElementName	ElementType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
RESPDATE	CHAR (MMDDYYYY)	6	Solicitation Response Deadline
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element
SETASIDE	CHAR	40	Interface Placeholder Element
POPADDRESS	CHAR	250	Principal Place of Performance Address
POPZIP	CHAR	10	Principal Place of Performance Address
POPCOUNTRY	CHAR	25	Remittance Address

Combined Synopsis/Solicitation Notice Template

Primary System FBO Direction Inbound Version
 Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Combined Synopsis/Solicitation Notice template is used to publish both a notice (synopsis) and a solicitation in a single FBO submission for commercial items, as defined by the FAR (Sub Parts 5.202 & 12.603). The combined synopsis/solicitation notice does not require a minimum 15-day delay between notice publication and solicitation release, thus allowing both buyers and vendors to save time publishing and responding to a "commercial items" opportunity more quickly. FBO will reject any documents that refer to a specific solicitation without previous publication of the Notice for that solicitation. Documents cannot be uploaded to a combined synopsis/solicitation

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
RESPDATE	CHAR (MMDDYYYY)	6	Solicitation Response Deadline
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element
SETASIDE	CHAR	40	Interface Placeholder Element
POPADDRESS	CHAR	250	Principal Place of Performance Address
POPZIP	CHAR	10	Principal Place of Performance Address
POPCOUNTRY	CHAR	25	Remittance Address

Amendment to a Previous Combined Solicitation Template

Primary System FBO Direction Inbound Version
 Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The AMDCSS template is used for the publication of amendments or corrections to a previously announced (posted) combined synopsis/solicitation action. Documents cannot be uploaded to a combined synopsis/solicitation

Intercae Elements

ElementName	ElementType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
RESPDATE	CHAR (MMDDYYYY)	6	Solicitation Response Deadline
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
LINK>URL	CHAR	250	Uniform Resource Locator
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element
SETASIDE	CHAR	40	Interface Placeholder Element
POPADDRESS	CHAR	250	Principal Place of Performance Address
POPZIP	CHAR	10	Principal Place of Performance Address
POPCOUNTRY	CHAR	25	Remittance Address

Modification to a Previous Notice Template

Primary System FBO Direction Inbound Version
 Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Modification template is used for the publication of modifications or corrections to a previously announced (posted) procurement action

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
RESPDATE	CHAR (MMDDYYYY)	6	Solicitation Response Deadline
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element
SETASIDE	CHAR	40	Interface Placeholder Element
POPADDRESS	CHAR	250	Principal Place of Performance Address
POPZIP	CHAR	10	Principal Place of Performance Address
POPCOUNTRY	CHAR	25	Remittance Address

Award Notice Template

Primary System FBO
 Secondary System Various

Direction Inbound
 Transfer Type HTTP

Version
 Data Type

InterfaceDescription The Award template is used for the publication of the synopsis of contract awards. Its publication is required by FAR, Section 5.3

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
CONTACT	CHAR	300	Agency Contact
AWDNBR	CHAR	50	Document Identification
AWDAMT	CHAR	51	Awarded Amount
LINENBR	CHAR	35	Order Line Number
AWDDATE	CHAR (MMDDYY)	6	Award Date
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
AWARDEE	CHAR	400	Contractor Address
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element

Sources Sought Notice Template

Primary System FBO Direction Inbound Version
 Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Sources Sought template is used when determining the availability of commercial sources under the procedures prescribed in FAR, Subpart 7.3 and OMB Circular A-76

Intercae Elements

Element Name	Element Type	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
SOLNBR	CHAR	50	Solicitation Identification
RESPDATE	CHAR (MMDDYYYY)	6	Solicitation Response Deadline
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element
SETASIDE	CHAR	40	Interface Placeholder Element
POPADDRESS	CHAR	250	Principal Place of Performance Address
POPZIP	CHAR	10	Principal Place of Performance Address
POPCOUNTRY	CHAR	25	Remittance Address

Foreign Government Standard Template

Primary System FBO
 Secondary System Various
 InterfaceDescription

Direction Inbound
 Transfer Type HTTP

Version
 Data Type

Intercae Elements

ElementName	ElementType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
DESC	CHAR	24000	Procurement Action Long Description
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element

Special Notice Template

Primary System FBO
 Secondary System Various

Direction Inbound
 Transfer Type HTTP

Version
 Data Type

InterfaceDescription The Special Notice template is used for the announcement of procurement matters such as business fairs, long-range procurement estimates, pre-bid/pre-proposal conferences, meetings, and the availability of draft solicitations or draft specifications for review

Intercae Elements

ElementName	ElemenType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
DESC	CHAR	24000	Procurement Action Long Description
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
CONTACT	CHAR	300	Agency Contact
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element

Sale of Surplus Property Notice Template

Primary System FBO
 Secondary System Various
 InterfaceDescription

Direction Inbound
 Transfer Type HTTP

Version
 Data Type

Intercae Elements

ElementName	ElementType	Length	ART Long Element Name
DATE	CHAR (MMDD)	4	Synopsis Submission Date
YEAR	CHAR (YY)	2	Synopsis Submission Year
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
ZIP	CHAR	5	Contracting Office Address
CLASSCOD	CHAR	2	Service Class Type Code
NAICS	CHAR	6	North American Industry Classification System Code
OFFADD	CHAR	250	Contracting Office Address
SUBJECT	CHAR	4	Service Class Type Code
SUBJECT	CHAR	246	Procurement Action Description
CONTACT	CHAR	300	Agency Contact
DESC	CHAR	24000	Procurement Action Long Description
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date
LINK>URL	CHAR	250	Uniform Resource Locator
LINK>DESC	CHAR	100	Interface Placeholder Element
EMAIL>ADDRESS	CHAR	100	Electronic Mail
EMAIL>DESC	CHAR	100	Interface Placeholder Element

Delete Notice Template

Primary System FBO Direction Inbound Version
Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Delete template is used for deleting synopses, solicitations and related documents from the system. It is impossible to delete a modification without deleting the associated notice. The system will allow deletion of an entire notice (including all postings for that notice), or deletion of files uploaded to that solicitation number.

Intercae Elements

Table with 4 columns: ElementName, ElemenType, Length, ART Long Element Name. Rows include CBAC, PASSWORD, SOLNBR, AWDNBR, and UPLOADTYPE.

Document Archival Template

Primary System FBO Direction Inbound Version
Secondary System Various Transfer Type HTTP Data Type

InterfaceDescription The Document Archival template is used to change the date that a status of solicitation will be changed from active to archived

Intercae Elements

Table with 4 columns: ElementName, ElemenType, Length, ART Long Element Name. Rows include DATE, YEAR, CBAC, PASSWORD, SOLNBR, and ARCHDATE.

Document Unarchival Template

Primary System FBO

Direction Inbound

Version

Secondary System Various

Transfer Type HTTP

Data Type

InterfaceDescription The Document Unarchival template is used to change the status of solicitation from archived to active

Interface Elements

ElementName	ElementType	Length	ART Long Element Name
CBAC	CHAR	9	User Identification
PASSWORD	CHAR	20	Password Identification
SOLNBR	CHAR	50	Solicitation Identification
AWDNBR	CHAR	50	Document Identification
ARCHDATE	CHAR (MMDDYY)	8	Solicitation Inactive Date

Acquisition Systems Data Element Dictionary

Element Name: Accept Government Purchase Card Indication
Short Name: Accept Gov Purchase Card Indication **Type:** SIMPLE
Format: Boolean
XML Name: AcceptGovPurchaseCardIndicator
Element ID: S001 **Standard Vocabulary Reference:** PAY005
Description: Indicates whether or not vendor will do business with a government (Gov) credit card. (Y - yes or N - No).

Element Name: Access Level Code
Short Name: Access Level Code **Type:** SIMPLE
Format: Alphanumeric minLength=6, maxLenght=18
XML Name: AccesslevelCode
Element ID: S002 **Standard Vocabulary Reference:** SYS040
Description: Code used to determine the user access level of the agency contact. Valid values are 'agency', 'region', and 'contracting office'.

Element Name: Account ID
Short Name: Account Identification **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: AccountID
Element ID: S445 **Standard Vocabulary Reference:** PAY011
Description: Identifier that uniquely identifies a contract accounting method record in the system.

Element Name: Accounts Receivable Contact
Short Name: AR Contact **Type:** COMPLEX
Format: Structure
XML Name: AccountsReceivableContact
Element ID: C001 **Standard Vocabulary Reference:**
Description: The contact information provided to Defense Finance and Accounting Service (DFAS) regarding Electronic Funds Transfer (ETF) payments on vendor's government contracts.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Additional Product Description
Short Name: Additional Product Description **Type:** SIMPLE
Format: Alphanumeric maxLength=255
XML Name: Description
Element ID: S003 **Standard Vocabulary Reference:** PRD014-B
Description: 'A description of the additional product or service provided.

Element Name: Additional Street
Short Name: Additional Street **Type:** BASE
Format: Alphanumeric maxLength=55
XML Name: AdditionalStreet
Element ID: B001 **Standard Vocabulary Reference:** ADR019-A
Description: Contains additional text information within an address about the street.

Element Name: Affirmative Action Program Contract Indication
Short Name: Affirmative Action Program Contract Indication **Type:** SIMPLE
Format: Boolean
XML Name: AffirmativeActionProgramContractIndication
Element ID: S004 **Standard Vocabulary Reference:** ORG075
Description: Indicates if the vendor held any previous contracts/subcontracts subject to affirmative action program requirements.

Element Name: Affirmative Action Program Indication
Short Name: Affirmative Action Program Indication **Type:** SIMPLE
Format: Boolean
XML Name: AffirmativeActionProgramIndication
Element ID: S005 **Standard Vocabulary Reference:** ORG076
Description: Indicates if the vendor developed/has on file affirmative action programs required by Secretary of Labor.

Element Name: Agency Exclusions Quantity
Short Name: Agency Exclusions Quantity **Type:** SIMPLE
Format: Numeric Length=4
XML Name: AgencyExclusionsQuantity
Element ID: S006 **Standard Vocabulary Reference:** ORG133
Description: Provides the user with the number of exclusions taken by their agency.

Element Name: Agency Actions Count
Short Name: Agency Actions Count **Type:** SIMPLE
Format: Integer Length=4
XML Name: AgencyActionsCount
Element ID: S007 **Standard Vocabulary Reference:** CTR104
Description: The number input by the agency that identifies number of actions that are reported in one modification.

Element Name: Agency Address
Short Name: Agency Address **Type:** COMPLEX
Format: Structure
XML Name: AgencyAddress
Element ID: C002 **Standard Vocabulary Reference:**
Description: Address information of the government agency issuing a contract.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Agency Award Transaction Identification
Short Name: Agency Award Transaction ID **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: AgencyAwardTransactionID
Element ID: S008 **Standard Vocabulary Reference:** SYS034
Description: Identifier used to link agency in FPDS-NG to award information.

Element Name: Agency Contact
Short Name: Agency Contact **Type:** COMPLEX
Format: Structure
XML Name: AgencyContact
Element ID: C003 **Standard Vocabulary Reference:**
Description: Contact information for a government agency.

	SubElement Name	Related Base Element ID
1	Full Name	B036
10	Telefax	B043
11	Gender	B019
12	Supervisor Name	B042
13	Supervisor Electronic Mail	B015
2	Title	B045
3	Family Name	B034
4	GivenName	B037
5	Middle Name	B038
6	Family Name Suffix	B017
7	Electronic Mail	B015
8	Telephone	B044
9	CellularTelephone	B003

Element Name: Agency Indefinite Delivery Vehicle Transaction Identification
Short Name: Agency IDV Transaction ID **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: AgencyIDVTransactionID
Element ID: S009 **Standard Vocabulary Reference:** SYS035
Description: Identifier used to link agency in FPDS-NG to referenced IDV information.

Element Name: Agency Location Code
Short Name: Agency Location Code **Type:** SIMPLE
Format: Alphanumeric Length=8
XML Name: ALC
Element ID: S010 **Standard Vocabulary Reference:** ORG049
Description: Agency location code that corresponds with Dun & Bradstreet Numbering Scheme (DUNS) location. Note: If acronyms are expanded, the element would be AgencyLocationCode and the BIE would be "Organization. Agency Location_ Code. Code".

Element Name: Agency Name
Short Name: Agency Name **Type:** BASE
Format: Alphanumeric maxLength=255
XML Name: AgencyName
Element ID: B002 **Standard Vocabulary Reference:** ORG157-B
Description: The name of the agency funding the contract.

Element Name: Agency Short Name
Short Name: Agency Short Name **Type:** BASE
Format: Alphanumeric maxLength=64
XML Name: ShortName
Element ID: B004 **Standard Vocabulary Reference:** ORG211
Description: The short or abbreviated name of a federal department or agency.

Element Name: Alternate Advertising Method Indicator
Short Name: Alt Advertising Method Indicator **Type:** SIMPLE
Format: Boolean
XML Name: AltAdvertisingMethodIndicator
Element ID: S011 **Standard Vocabulary Reference:** CTR007
Description: Indicates whether the contracting officer used alternate (Alt) methods to advertise the requirement other than the advertising that is required by FAR 5.201.

Element Name: Alternate American Banking Association Routing Identification
Short Name: Alt ABA Routing ID **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: AltABARoutingID
Element ID: S012 **Standard Vocabulary Reference:** ORG144
Description: The alternate American Bankers Association (ABA) routing number which may be used if registering entity has two routing numbers (uses both banks).

Element Name: Alternate Certification Contact
Short Name: Alt Cert Contact **Type:** COMPLEX
Format: Structure
XML Name: AlternateCertificationContact
Element ID: C004 **Standard Vocabulary Reference:**
Description: The vendor's alterante point of contact information for certification.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Telefax	B043
6	Non US Telephone	B040

Element Name: Alternate Electronic Business Address
Short Name: Alt Electronic Business Address **Type:** COMPLEX
Format: Structure
XML Name: AlternateElectronicBusinessAddress
Element ID: C005 **Standard Vocabulary Reference:**
Description: The Vendor' information for the Alternate Electronic Business point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Alternate Electronic Business Contact
Short Name: Alt Electronic Business Contact **Type:** COMPLEX
Format: Structure
XML Name: AlternateElectronicBusinessContact
Element ID: C006 **Standard Vocabulary Reference:**
Description: The alternate (Alt) Electronic Business (EB) POC in the company responsible for authorizing individual company personnel access into government electronic systems (i.e., Electronic Document Access (EDA), Wide Area Workflow (WAWF)).

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Alternate Government Sales Address

Short Name: Alt Gov Sales Address

Type: COMPLEX

Format: Structure

XML Name: AlternateGovernmentSalesAddress

Element ID: C007

Standard Vocabulary Reference:

Description: The address information for the alternate government sales point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Alternate Government Sales Contact

Short Name: Alt Gov Sales Contact

Type: COMPLEX

Format: Structure

XML Name: AlternateGovernmentSalesContact

Element ID: C008

Standard Vocabulary Reference:

Description: The Vendor' information for the Alternate Government Sales point of contact.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Alternate Past Performance Address

Short Name: Alt Past Performance Address

Type: COMPLEX

Format: Structure

XML Name: AlternatePastPerformanceAddress

Element ID: C009

Standard Vocabulary Reference:

Description: The Vendor's address information for the Alternate Past Performance point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Alternate Past Performance Contact

Short Name: Alt Past Performance Contact

Type: COMPLEX

Format: Structure

XML Name: AlternatePastPerformanceContact

Element ID: C010

Standard Vocabulary Reference:

Description: The Vendor' information for the Alternate Past Performance point of contact.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Alternate Place of Performance Address
Short Name: Alternate POP Address **Type:** COMPLEX
Format: Structure
XML Name: AlternatePlaceofPerformanceAddress
Element ID: C011 **Standard Vocabulary Reference:**
Description: Address information for the alternate place of performance of a contract.

	SubElement Name	Related Base Element ID
1	Owner Name	B041
10	Country Identification Code	B008
2	Street	B027
3	Additional Street	B001
4	City Name	B005
5	Country SubEntity Code	B009
6	US Postal Zone Plus4	B046
7	Postal Zone	B023
8	US Zip Code	B031
9	Country Name	B035

Element Name: Alternate Place of performance Indication
Short Name: Alt POP Indication **Type:** SIMPLE
Format: Boolean
XML Name: AltPOPIndication
Element ID: S013 **Standard Vocabulary Reference:** ORG077
Description: To determine if the vendor has alternate (Alt) plants/facilities at different addresses routinely used as places of performance (POP) contracts (FAR 52.214-14),(FAR 52.215-6).

Element Name: American Banking Association Routing Identification
Short Name: ABA Routing ID **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: ABARoutingID
Element ID: S014 **Standard Vocabulary Reference:** ORG143-A
Description: Any valid 9 digit number contained in the American Bankers Association (ABA) list of valid financial institutes. Must be used for USA trading partners. Note: If a waiver has been entered then this field should have "123456789" in it. (The ABA Routing number is the American Banking Association routing transit number of your financial institution.).

Element Name: Amount Basis Code
Short Name: Amount Basis Code **Type:** SIMPLE
Format: Alphanumeric MinLength=5, maxLenght=16
XML Name: AmountBasisCode
Element ID: S015 **Standard Vocabulary Reference:** SYS047
Description: Describes the contractual basis for the dollar amounts used in the report. Permissible values are: 'payment basis', 'commitment basis', and 'other'.

Element Name: Amount Basis Other Description
Short Name: Amount Basis Other Description **Type:** SIMPLE
Format: Alphanumeric maxLength= unlimited
XML Name: AmountBasisOtherDescription
Element ID: S016 **Standard Vocabulary Reference:** SYS048
Description: Description of the basis used for determining the amounts reported when the contracting basis chosen was "Other".

Element Name: Appropriation Funding Amount
Short Name: Appropriation Funding Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: AppropriationFundingAmount
Element ID: S017 **Standard Vocabulary Reference:** CTR061
Description: The amount of funding from this appropriation for the items purchased. Values constructed as 12 numbers to the left of the decimal point with 2 decimal points, e.g. 25970.05.

Element Name: Asian American Ethnicity Indication
Short Name: Asian American Ethnicity Indication **Type:** SIMPLE
Format: Boolean
XML Name: AsianAmericanEthnicityIndication
Element ID: S018 **Standard Vocabulary Reference:** ORG079
Description: Indicates if the vendor's SDB ethnicity is Asian American or not (0 for No and 1 for Yes).

Element Name: Asian Indian Ethnicity Indication
Short Name: Asian Indian Ethnicity Indication **Type:** SIMPLE
Format: Boolean
XML Name: AsianIndianEthnicityIndication
Element ID: S019 **Standard Vocabulary Reference:** ORG080
Description: Indicates if the vendor's SDB ethnicity is Asian Indian or not (0 for No and 1 for Yes).

Element Name: Austin Tetra Identification
Short Name: Austin Tetra ID **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: AustinTetraID
Element ID: S020 **Standard Vocabulary Reference:** ORG149-A
Description: The A-T Number® is a unique nine-digit identification registration number from the Austin Tetra Supplier Diversity Program. Program requires meeting the certification and registration requirements as one of the supplier classifications listed in the Supplier Registration page.

Element Name: Automated Clearing House Coordinator Contact
Short Name: ACH Coordinator Contact **Type:** COMPLEX
Format: Structure
XML Name: AutomatedClearingHouseCoordinatorContact
Element ID: C012 **Standard Vocabulary Reference:**
Description: Contact informations of the Automated Clearing House (ACH) coordinator at the vendor bank.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Telefax	B043
5	Non US Telephone	B040

Element Name: Average Employee Count
Short Name: Average Employee Count **Type:** SIMPLE
Format: Number Length=6
XML Name: AverageEmployeeCount
Element ID: S021 **Standard Vocabulary Reference:** ORG081-A
Description: Average number of employees within an organization.

Element Name: Average Revenue Amount
Short Name: Average Revenue Amount **Type:** SIMPLE
Format: Numeric maxLength=15, No spaces. No
XML Name: AverageRevenueAmount
Element ID: S022 **Standard Vocabulary Reference:** ORG061-A
Description: An organization's Average Annual Revenue for the past three years rounded to the nearest whole dollar.

- Element Name:** Award Date
Short Name: Award Date **Type:** SIMPLE
Format: Date MM/DD/YYYY
XML Name: AwardDate
Element ID: S023 **Standard Vocabulary Reference:** CTR027-A
Description: The calendar date that the contract is awarded.
- Element Name:** Award Type Code
Short Name: Award Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=1
XML Name: AwardTypeCode
Element ID: S024 **Standard Vocabulary Reference:** CTR015-A
Description: The type of award being entered by this transaction. (Purchase Orders (PO) - A, Delivery Orders (DO) -B, BPA Calls - C, and Stand-Alone Contracts (SAC) - D).
- Element Name:** Awarded Amount
Short Name: Awarded Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: AwardedAmount
Element ID: S025 **Standard Vocabulary Reference:** CTR009-A
Description: The awarded contract dollars amount. Optionally allowing \$ symbol, and comma. Decimal point is required before cents. Minus sign required for negative values.
- Element Name:** Bill Line Number
Short Name: Bill Line Number **Type:** SIMPLE
Format: Numeric maxLength=3, Range 1 to 999
XML Name: BillLineNumber
Element ID: S026 **Standard Vocabulary Reference:** PAY014-A
Description: Line number from the bill that indicates the specific line of accounting detail.

Element Name: Billing Type Code
Short Name: Billing Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: BillingTypeCode
Element ID: S027 **Standard Vocabulary Reference:** PAY008
Description: Enter one of the following: "I" for Invoice. "S" for Status Report. Used to liquidate an advance payment that was made. Amount of the advance liquidation cannot exceed the amount of the advance balance outstanding.

Element Name: Black American Ethnicity Indication
Short Name: Black American Ethnicity Indication **Type:** SIMPLE
Format: Boolean
XML Name: BlackAmericanEthnicityIndication
Element ID: S028 **Standard Vocabulary Reference:** ORG082
Description: Indicates if the vendor's SDB ethnicity is Black American or not (0 for No and 1 for Yes).

Element Name: Black College University Indication
Short Name: HBCU Indication **Type:** SIMPLE
Format: Boolean
XML Name: HBCUIndication
Element ID: S029 **Standard Vocabulary Reference:** ORG083-A
Description: Indicates if the vendor is Historically Black College or University (HBCU) or not (0 for No and 1 for Yes).

Element Name: Boeing Right Guard Access Expiration Date
Short Name: BGRA Expiration Date **Type:** SIMPLE
Format: Date
XML Name: BGRAExpirationDate
Element ID: S030 **Standard Vocabulary Reference:** ORG158
Description: Expiration date of the vendor's access to view Boeing Right Guard Access (BGRA) data.

Element Name: Boeing Rights Guard Access Status
Short Name: BRGA Status **Type:** SIMPLE
Format: Boolean
XML Name: BRGAStatus
Element ID: S031 **Standard Vocabulary Reference:** SOL009
Description: Determines if the TDP needs Boeing Rights Guard Access (BRGA) to data or not (YES or NO).

Element Name: Bundled Contract Threshold Code
Short Name: Bundled Contract Threshold Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: BundledContractThresholdCode
Element ID: S032 **Standard Vocabulary Reference:** CTR016
Description: Designates that the value of the contract, including all options, is expected to exceed \$5M and the contracting officer determines this contract action is a result of consolidating two or more requirements previously solicited, provided or performed under separate small contracts into a solicitation for a single contract likely to be unsuitable for award to a small business concern. (A - Mission Critical, B - OMB Circular A-76, C - Other, D - Not a bundled requirement).

Element Name: Business Partner Network Identification
Short Name: BPN ID **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: BPNID
Element ID: S033 **Standard Vocabulary Reference:** ORG002
Description: Number for the customer site location placing the order (Buyer). Currently, the Business Partner Network (BPN) identifier is the DUNS number for civilian agencies and modified DODAAC for Defense agencies and services.

Element Name: Business Partner Network Plus4 Extension Identification
Short Name: BPN Plus4 Extension ID **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: BPNPlus4ExtensionID
Element ID: S034 **Standard Vocabulary Reference:** ORG001
Description: Plus 4 that defines the sub-locations within a specific Business Partner Network (BPN) site location. If not present, then NULL fill as default.

Element Name: Business Size Code
Short Name: Business Size Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: BusinessSizeCode
Element ID: S035 **Standard Vocabulary Reference:** ORG150
Description: L = Large business, S = Small Business, X = Unknown.

Element Name: Business Size Determination Code
Short Name: Business Size Determination Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: BusinessSizeDeterminationCode
Element ID: S036 **Standard Vocabulary Reference:** ORG068
Description: The Contracting Officer's determination of whether the selected contractor meets the small business size standard for award to a small business for the NAICS code that is applicable to the contract. Two valid values: S - Small Business, O - Other than Small Business.

Element Name: Business Start Date
Short Name: Business Start Date **Type:** SIMPLE
Format: DATE Length=8 Format:
XML Name: OperationsStartDate
Element ID: S443 **Standard Vocabulary Reference:** ORG022
Description: Date business was started or acquired. (Used in CCR to distinguish different organizations with the same name.)

Element Name: Business Type Code
Short Name: Business Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: BusinessTypeCode
Element ID: S037 **Standard Vocabulary Reference:** ORG069-A
Description: 'All business type codes that apply to the Organizations business. The current source list is in CCR.

Element Name: Business Type Description
Short Name: Business Type Description **Type:** SIMPLE
Format: Alphanumeric maxLength=100
XML Name: BusinessTypeDescription
Element ID: S038 **Standard Vocabulary Reference:** ORG084
Description: Organization Type description if the CCR data is "Other".

Element Name: Buyer Accounting Line Number
Short Name: Buyer Accounting Line Number **Type:** SIMPLE
Format: Numeric Length=3
XML Name: BuyerAccountingLineNumber
Element ID: S039 **Standard Vocabulary Reference:** CTR062-A
Description: Buyers Order Detail Line that this Detail Line is referencing. If used; this is the ORDER Accounting Line Number that must be equal to the Buyer Accounting Line Number Reference in the Order Detail Line Number that this accounting line is being applied against.

Element Name: Buyer Appropriation Identification
Short Name: Buyer Appropriation ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=27
XML Name: BuyerAppropriationID
Element ID: S040 **Standard Vocabulary Reference:** FIN006
Description: Unique appropriation code that will be charged for purchase. Fully symbol must be entered.

Element Name: Buyer Asset Code
Short Name: Buyer Asset Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: BuyerAssetCode
Element ID: S041 **Standard Vocabulary Reference:** FIN003
Description: Enter one of the following: "Y" for Yes if the item purchased will be capitalized or recorded as an asset by the ordering agency. "N" for No if the item will be expensed by the ordering agency.

Element Name: Buyer Spending Category Code
Short Name: Buyer Spending Category Code **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=6
XML Name: BuyerSpendingCategoryCode
Element ID: S042 **Standard Vocabulary Reference:** FIN007
Description: Spending category that describes the type of goods or services being purchased. Used for object class reporting. NOTE: Based on OMB Circular A-11 "Object Classification/Object Class Codes".

Element Name: CCR Certification Expiration Date
Short Name: CCR Cert Expiration Date **Type:** SIMPLE
Format: Date
XML Name: CertExpirationDate
Element ID: S043 **Standard Vocabulary Reference:** ORG088
Description: The date of the vendor's CCR certification (Cert) expires.

Element Name: CCR Exception Reason Code
Short Name: CCR Exception Reason Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: CCRExceptionReasonCode
Element ID: S044 **Standard Vocabulary Reference:** ORG148
Description: The reason a vendor/contractor not registered in the mandated CCR system may be used in a purchase.

Element Name: CCR Extract Code
Short Name: CCR Extract Code **Type:** SIMPLE
Format: NUMERIC Length=1
XML Name: CCRExtractCode
Element ID: S444 **Standard Vocabulary Reference:** SYS026
Description: Whether the extract information is active or expired: Refresh file: 'A' send complete records daily updates: 1 = Delete send DUNS, DUNS+4, CAGE Code. 2 = New send complete record. 3 = Update send complete record. 4 = Expired send DUNS, DUNS+4, CAGE Code..

Element Name: CCR Interface Counter
Short Name: CCR Interface Counter **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name:
Element ID: S442 **Standard Vocabulary Reference:**
Description: Provides the number of occurrences of a data elements such as NAICS, SIC, etc. associated with a vendor that are being passed in the CCR interface.

Element Name: CCR Registration Date
Short Name: CCR Registration Date **Type:** SIMPLE
Format: Date
XML Name: CCRRegistrationDate
Element ID: S045 **Standard Vocabulary Reference:** ORG087
Description: The on which the Vendor Registered with CCR.

Element Name: CCR Registration Renewal Date
Short Name: CCR Registration Renewal Date **Type:** SIMPLE
Format: Date
XML Name: CCRRegistrationRenewalDate
Element ID: S046 **Standard Vocabulary Reference:** ORG086-A
Description: The date on which the vendor must renew their CCR registration.

Element Name: CCR Registration Status Code
Short Name: CCR Registration Status Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: CCRRegistrationStatusCode
Element ID: S047 **Standard Vocabulary Reference:** ORG085-A
Description: Indicates the vendor registration status in CCR. Valid values are: 1=Delete, 2=Add, 3=Update, 4=Expired, 5=Active.

Element Name: CellularTelephone
Short Name: CellularTelephone **Type:** BASE
Format: Alphanumeric maxLength=25
XML Name: CellularTelephone
Element ID: B003 **Standard Vocabulary Reference:** CON025-A
Description: Mobile/cellular telephone number used for contacting contractors and government agencies.

Element Name: Chief Executive Officer Name
Short Name: CEO Contact Name **Type:** SIMPLE
Format: Alphanumeric maxLength=75
XML Name: Name
Element ID: S048 **Standard Vocabulary Reference:** CON009-Z
Description: CEO Name of the submitting organization for subcontract reporting.

Element Name: Chief Executive Officer Approval Date
Short Name: CEO Approval Date **Type:** SIMPLE
Format: Date
XML Name: CEOApprovaldate
Element ID: S049 **Standard Vocabulary Reference:** SYS049
Description: Date the CEO of the submitting organization signed/approved the subcontracting report submission.

- Element Name:** Chief Executive Officer Title
Short Name: CEO Title **Type:** SIMPLE
Format: Alphanumeric maxLength=25
XML Name: Title
Element ID: S050 **Standard Vocabulary Reference:** CON021-F
Description: CEO Title of the submitting organization for subcontract reporting.
- Element Name:** Child Labor Indication
Short Name: Child Labor Indication **Type:** SIMPLE
Format: Boolean
XML Name: ChildLaborIndication
Element ID: S051 **Standard Vocabulary Reference:** PRD010
Description: Question to determine if any end products (from the corresponding country of origin) that are listed on the List of Products Requiring Federal Contractor Certification as to Forced or Indentured Child Labor under Executive Order No. 13126.
- Element Name:** City Name
Short Name: City Name **Type:** BASE
Format: Alphanumeric minLength=1, maxLength=35
XML Name: CityName
Element ID: B005 **Standard Vocabulary Reference:** ADR015-A
Description: The name of the city, town, village, or a built up area and used as part of an address.

Element Name: Civil Judgement Indication
Short Name: Civil Judgement Indication **Type:** SIMPLE
Format: Boolean
XML Name: CivilJudgementIndication
Element ID: S052 **Standard Vocabulary Reference:** ORG089
Description: Indicates if the company, over the past three-year period, has been convicted or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property.

Element Name: Civilian Agency Purchase Code
Short Name: Civilian Agency Purchase Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: CivilianAgencyPurchaseCode
Element ID: S053 **Standard Vocabulary Reference:** CTR081
Description: A code that indicates why a civilian agency made a purchase for DoD. A = Convenience and Economy; B = Expertise Report; C = Specifically Authorized Report; D = Authorized by Executive Order Report; E = Modification or Extension Report; F = Other Report. Note: See FPDS-NG data dictionary for greater detail.

Element Name: Clinger Cohen Act Applicability Indicator
Short Name: Clinger Cohen Act Applicability Indicator **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: ClingerCohenActApplicabilityIndicator
Element ID: S054 **Standard Vocabulary Reference:** CTR098
Description: A code indicating the funding office has certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423.

Element Name: Clinger Cohen Act Indicator
Short Name: Clinger Cohen Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: ClingerCohenActIndicator
Element ID: S055 **Standard Vocabulary Reference:** CTR017
Description: Indicates whether subject to the Clinger-Cohen Act (40 USC 1422 and 1423).

Element Name: Collective Bargaining Agreement Create Date
Short Name: CBA Create Date **Type:** SIMPLE
Format: Date
XML Name: CBACreateDate
Element ID: S056 **Standard Vocabulary Reference:** WAG003
Description: The date that the Collective Bargaining Agreement (CBA) Wage Determination (WD) was created in the system.

Element Name: Collective Bargaining Agreement Identification
Short Name: CBA ID **Type:** SIMPLE
Format: Numeric maxLength=10, whole number
XML Name: CBAID
Element ID: S057 **Standard Vocabulary Reference:** WAG004
Description: Collective Bargaining Agreement (CBA) Wage Determination (WD) identifying number, generated by system after completed by internet user. Valid range of values is: 1 through 2,147,483,647.

Element Name: Collective Bargaining Agreement Revision Identification
Short Name: CBA Revision ID **Type:** SIMPLE
Format: Numeric maxLength=4, whole number
XML Name: CBARevisionID
Element ID: S058 **Standard Vocabulary Reference:** WAG005
Description: Revision number of Service Contract Act (SCA) Collective Bargaining Agreement (CBA) Wage Determination (WD). Valid values range is: 1 through 9999.

Element Name: Collective Bargaining Agreement Wage Determination Last Update Date
Short Name: CBA Wage Determination Last Update Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: LastUpdate
Element ID: S059 **Standard Vocabulary Reference:** WAG015-B
Description: The date the Collective Bargaining Agreement (CBA) for the Service Contract Act (SCA) Wage Determination (WD) was last updated.

Element Name: Commercial Acquisition Procedure Indicator
Short Name: Commercial Acquisition Procedure Indicator **Type:** SIMPLE
Format: Boolean
XML Name: CommercialAcquisitionProcedureIndicator
Element ID: S060 **Standard Vocabulary Reference:** CTR018
Description: Indicates whether the solicitation used the special requirements for the acquisition of commercial items intended to more closely resemble those customarily used in the commercial marketplace as defined by FAR Part 12.

Element Name: Commercial And Government Entity Identifier
Short Name: CAGE ID **Type:** BASE
Format: Alphanumeric Length=5
XML Name: CAGEID
Element ID: B006 **Standard Vocabulary Reference:** ORG030-A
Description: The Commercial And Government Entity (CAGE) Code is a five character ID number used extensively within the Department of Defense and NASA. If USA profile and left blank then a CAGE code will be assigned by the Defense Logistics Information Services. Mandatory if non-USA profile.

Element Name: Commercial Equipment Trade Indication
Short Name: Commercial Equipment Trade Indication **Type:** SIMPLE
Format: Boolean
XML Name: CommercialEquipmentTradeIndication
Element ID: S061 **Standard Vocabulary Reference:** ORG090
Description: If the value for TechnologyMaintenanceServiceIndication (ORG121) is 'Yes' then this field indicates if the items of equipment to be serviced by the company are commercial items, which are used regularly for other than Government purposes, and are sold or traded by the company in substance.

Element Name: Commercial Plan Percentage
Short Name: Commercial Plan Percentage **Type:** SIMPLE
Format: Percent Length=4, Decimal point
XML Name: CommercialPlanPercentage
Element ID: S062 **Standard Vocabulary Reference:** ORG159
Description: The percentage of contract dollars which were actually awarded\paid by a contractor to subcontractors which are attributable to a particular federal department or agency.

Element Name: Communication Number Qualifier Code
Short Name: Communication Number Qualifier Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: CommunicationNumberQualifierCode
Element ID: S064 **Standard Vocabulary Reference:** SYS001
Description: This EDI Communication Number Qualifier identifies the type of communication number. The default is ED for Electronic Data Interchange Access Number. Mandatory if ENE01 is entered. Source: CCR as EDI Access Number (ENE02). An alternate element name might be "AccessCode".

- Element Name:** Communication Number Qualifier Code
Short Name: Communication Number Qualifier Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: CommunicationNumberQualifierCode
Element ID: S063 **Standard Vocabulary Reference:** SYS001
Description: This EDI Communication Number Qualifier identifies the type of communication number. The default is ED for Electronic Data Interchange Access Number. Mandatory if ENE01 is entered. Source: CCR as EDI Access Number (ENE02). An alternate element name might be "AccessCode".
- Element Name:** Compensation Policy Indication
Short Name: Compensation Policy Indication **Type:** SIMPLE
Format: Boolean
XML Name: CompensationPolicyIndication
Element ID: S065 **Standard Vocabulary Reference:** ORG091
Description: Question to determine if the vendor utilize the same compensation plan for all service employees performing work under Government contracts after the vendor certifies that it provides maintenance, calibration, and/or repair of information technology, science, and medical equipment.
- Element Name:** Competitive Basis Code
Short Name: Competitive Basis Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: CompetitiveBasisCode
Element ID: S066 **Standard Vocabulary Reference:** CTR021
Description: A code that represents the competitive nature of the contract. (A - Competed Action, B - Not available for competition, C - Not Competed).
- Element Name:** Competitive Basis Description
Short Name: Competitive Basis Description **Type:** SIMPLE
Format: Alphanumeric maxLength=40
XML Name: CompetitiveBasisDescription
Element ID: S067 **Standard Vocabulary Reference:** CTR020
Description: Identify the basis of award (competitive or non-competitive).

Element Name: Competitive Procedure Code
Short Name: Competitive Procedure Code **Type:** SIMPLE
Format: Alphanumeric maxLength=3
XML Name: CompetitiveProcedureCode
Element ID: S068 **Standard Vocabulary Reference:** CTR022
Description: The designator for competitive solicitation procedures available pursuant to FAR 6.1 and 6.2.

Element Name: Competitive Procedures Code
Short Name: Competitive Procedures Code **Type:** SIMPLE
Format: Alphanumeric Length=5
XML Name: CompetitiveProceduresCode
Element ID: S069 **Standard Vocabulary Reference:** SOL016
Description: The designator for competitive solicitation procedures available.

Element Name: Congressional District Code
Short Name: Congressional District Code **Type:** SIMPLE
Format: Alphanumeric maxLength=6
XML Name: CongressionalIDistrictCode
Element ID: S070 **Standard Vocabulary Reference:** ORG019-A
Description: Indicates the congressional district of the contractor. For contractors with U.S. addresses, use zip+4 from "Contractor Address" to index into a table of congressional districts.

Element Name: Contract Completion Date
Short Name: Contract Completion Date **Type:** SIMPLE
Format: Date YYYY/MM/DD
XML Name: CompletionDate
Element ID: S071 **Standard Vocabulary Reference:** CTR095
Description: Date contract is completed.

Element Name: Contract Completion Percentage
Short Name: Contract Completion Percentage **Type:** SIMPLE
Format: Percent maxLength=3, Whole number:
XML Name: ContractCompletionPercentage
Element ID: S072 **Standard Vocabulary Reference:** PAY009
Description: The current percent of the contract that is complete.

Element Name: Contract Description
Short Name: Contract Description **Type:** SIMPLE
Format: Alphanumeric maxLength=4000
XML Name: ContractDescription
Element ID: S073 **Standard Vocabulary Reference:** CTR105-A
Description: A brief description of the contract or award.

Element Name: Contract Effective Start Date
Short Name: Contract Effective Start Date **Type:** SIMPLE
Format: Date
XML Name: EffectiveStartDate
Element ID: S074 **Standard Vocabulary Reference:** CTR029-A
Description: The date that the parties agree will be the starting date for the contract's requirements.

Element Name: Contract Line Unit Amount
Short Name: Contract Line Unit Amount **Type:** SIMPLE
Format: Amount maxLength=15
XML Name: UnitAmount
Element ID: S075 **Standard Vocabulary Reference:** CTR092
Description: Cost of individual unit ordered and delivered for a given line. (12 numbers to the left of the decimal point with 2 decimal positions, e.g. 25970.05).

Element Name: Contract Signed Date
Short Name: Contract Signed Date **Type:** SIMPLE
Format: Date
XML Name: SignedDate
Element ID: S076 **Standard Vocabulary Reference:** CTR039-A
Description: The date that a mutually binding agreement was reached. The date signed by the Contracting Officer or the Contractor, whichever is later.

Element Name: Contract Type Code
Short Name: Contract Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: TypeCode
Element ID: S077 **Standard Vocabulary Reference:** CTR091
Description: The type of contract as defined in FAR Part 16 that applies to this procurement.

Element Name: Contracting Agency Code
Short Name: Agency Code **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: AgencyCode
Element ID: S078 **Standard Vocabulary Reference:** ORG134-B
Description: Identifies the agency taking the contracting action. The user selects an option from the predefined list of agency acronym/components from the drop down list or type the first letter of the agency's acronym.

Element Name: Contracting Office Address
Short Name: Contracting Office Address **Type:** COMPLEX
Format: Structure
XML Name: ContractingOfficeAddress
Element ID: C013 **Standard Vocabulary Reference:**
Description: Address information for the contracting office.

	SubElement Name	Related Base Element ID
1	Contracting Office Name	B033
2	Street	B027
3	Additional Street.	B001
4	City Name	B005
5	Country SubEntity Code	B009
6	Postal Zone	B023
7	US Postal Zone Plus4	B046
8	Country Identification Code	B008
9	Country Name	B035

Element Name: Contracting Office Code
Short Name: Contracting Office Code **Type:** SIMPLE
Format: Alphanumeric maxLength=6; Must be valid
XML Name: ContractingOfficeCode
Element ID: S079 **Standard Vocabulary Reference:** ORG032-A
Description: Unique identifier for the agency supplied code of the contracting office that executes the transaction.

Element Name: Contracting Office Indicator
Short Name: Contracting Office Indicator **Type:** SIMPLE
Format: Boolean
XML Name: ContractingOfficeIndicator
Element ID: S080 **Standard Vocabulary Reference:** ORG070
Description: Indicates whether government entity is a contracting office or not.

Element Name: Contracting Office Name
Short Name: Contracting Office Name **Type:** BASE
Format: Alphanumeric Constraints
XML Name: ContractingOfficeName
Element ID: B033 **Standard Vocabulary Reference:** ORG051-A
Description: The plain text name of the contracting or funding office.

Element Name: Contracting Officer Identification
Short Name: Contracting Officer ID **Type:** SIMPLE
Format: Alphanumeric maxLength=80
XML Name: ContractingOfficerID
Element ID: S081 **Standard Vocabulary Reference:** ORG033-B
Description: The organization and office symbol or code of the responsible headquarters or field activity. [No code list involved.]

Element Name: Contracting Program Short Name
Short Name: Contracting Program Short Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=25
XML Name: ContractingProgramShortName
Element ID: S082 **Standard Vocabulary Reference:** CTR078
Description: The short name or title used for a Government-wide Acquisitions Contract (GWAC) or other contracting program. Examples include COMMITS, ITOP, SEWP. "Short Name. Text" comes from TBG-17.

Element Name: Contractor Address
Short Name: Contractor Address **Type:** COMPLEX
Format: Structure
XML Name: ContractorAddress
Element ID: C014 **Standard Vocabulary Reference:**
Description: Address information of the contractor.

	SubElement Name	Related Base Element ID
1	Contractor Name	B007
10	Country Name	B035
2	Street	B027
3	Additional Street	B001
5	Country Subentity Code	B009
6	US Zip Code	B031
7	US Postal Zone Plus4	B046
8	Postal Zone	B023
9	Country Identification Code	B008

Element Name: Contractor Certification Address
Short Name: Contractor Cert Address **Type:** COMPLEX
Format: Structure
XML Name: ContractorCertificationAddress
Element ID: C015 **Standard Vocabulary Reference:**
Description: Address associated with the contractor's CCR certification point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country Subentity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Contractor Certification Contact
Short Name: Contractor Cert Contact **Type:** COMPLEX
Format: Structure
XML Name: ContractorCertificationContact
Element ID: C016 **Standard Vocabulary Reference:**
Description: A contractor's point of contact information for CCR certifications purposes.

	SubElement Name	Related Base Element ID
1	Name	B039
10	Telefax	B043
2	Title	B045
3	Family Name	B034
4	Given Name	B037
5	Middle Name	B038
6	Electronic Mail	B015
7	Telephone	B044
8	Extension	B016
9	Non US Telephone	B040

Element Name: Contractor Certification Number
Short Name: Contractor Cert Number **Type:** SIMPLE
Format: Alphanumeric minLength=1 maxLength=30
XML Name: ContractorCertNumber
Element ID: S083 **Standard Vocabulary Reference:** ORG240
Description: The Certification (Cert) Number associated with vendor.

Element Name: Contractor Contact
Short Name: Contractor Contact **Type:** COMPLEX
Format: Structure
XML Name: ContractorContact
Element ID: C017 **Standard Vocabulary Reference:**
Description: Contractor's corporate point of contact information.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension.	B016
4	City Name	B005
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Contractor Debarment Status
Short Name: Contractor Debarment Status **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=3
XML Name: ContractorDebarmentStatus
Element ID: S084 **Standard Vocabulary Reference:** ORG075
Description: Indicates if the vendor has been debarred.

Element Name: Contractor Fiscal Year End Date
Short Name: Contractor Fiscal Year End Date **Type:** SIMPLE
Format: Date YYYYMMDD
XML Name: FiscalYearEndDate
Element ID: S085 **Standard Vocabulary Reference:** FIN005
Description: Date contractors business accounting period closes.

Element Name: Contractor Mailing Address
Short Name: Contractor Mailing Address **Type:** COMPLEX
Format: Structure
XML Name: ContractorMailingAddress
Element ID: C018 **Standard Vocabulary Reference:**
Description: The mailing address of the contractor.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Street	B027
3	Additional Street	B001
4	City Name	B005
5	Country SubEntity Code	B009
6	Postal Zone	B023
7	Country Identification Code	B008

Element Name: Contractor Name
Short Name: Contractor Name **Type:** BASE
Format: Alphanumeric maxLength=50
XML Name: ContractorName
Element ID: B007 **Standard Vocabulary Reference:** ORG052-A
Description: The name of the contractor supplying the product or service as it appears on the contract.

Element Name: Contractor Short Name
Short Name: Contractor Short Name **Type:** SIMPLE
Format: Alphanumeric maxLength=64
XML Name: ShortName
Element ID: S086 **Standard Vocabulary Reference:** ORG212
Description: The short name used to identify a company. Common examples are: B&B - Dunn & Bradstreet, IBM - International Business machines, etc..

Element Name: Correspondence Type Code
Short Name: Correspondence Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=1
XML Name: CorrespondenceTypeCode
Element ID: S447 **Standard Vocabulary Reference:**
Description: Single alpha character: M = US Mail, F = Fax, and E = Email. Used to discern the preferred correspondence type.

Element Name: Cost Accounting Clause Indicator
Short Name: Cost Accounting Clause Indicator **Type:** SIMPLE
Format: Boolean
XML Name: CostAccountingClauseIndicator
Element ID: S087 **Standard Vocabulary Reference:** CTR025
Description: Indicates whether the contract includes a Cost Accounting Standards clause.

Element Name: Cost Or Pricing Data Code
Short Name: Cost Or Pricing Data Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: CostOrPricingDataCode
Element ID: S088 **Standard Vocabulary Reference:** CTR026
Description: A designator if cost or pricing data was obtained, not obtained or waived for Department of Defense (DoD) assigned contracts. Valid values are: N = No; W = Not Obtained - Waived; Y = Yes.

Element Name: Country Identification Code
Short Name: Country Identification Code **Type:** BASE
Format: Alphanumeric Length=3
XML Name: CountryIdentificationCode
Element ID: B008 **Standard Vocabulary Reference:** ADR012-A
Description: 'Full 3 character ISO3166 standard country code.

- Element Name:** Country Name
Short Name: Country Name **Type:** BASE
Format: Alphanumeric maxLength=50
XML Name: Country Name
Element ID: B035 **Standard Vocabulary Reference:** ADR013-A
Description: The name that identifies the territorial division (a chief unit of local administration) of a country, as part of an address.
- Element Name:** Country Of Origin Response
Short Name: Country Of Origin Response **Type:** SIMPLE
Format: Alphanumeric maxLength=35
XML Name: CountryOfOriginResponse
Element ID: S089 **Standard Vocabulary Reference:** PRD011
Description: Vendor's response to determine the country of origin of end products delivered to the Government by its foreign (non-domestic) end products? (FAR 52.225-2), (FAR 52.225-4), (FAR 52.225-6).
- Element Name:** Country Subentity Code
Short Name: Country Subentity Code **Type:** BASE
Format: Alphanumeric maxLength=2
XML Name: CountrySubentityCode
Element ID: B009 **Standard Vocabulary Reference:** ADR014-A
Description: The code that identifies the territorial division (a chief unit of local administration) of a country, as part of an address.
- Element Name:** CTR011
Short Name: Modification Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: ModificationAmount
Element ID: S090 **Standard Vocabulary Reference:** CTR011
Description: Represents the dollar value amount for the contract modifications.

Element Name: Current Completion Date
Short Name: Current Completion Date **Type:** SIMPLE
Format: Date
XML Name: CurrentCompletionDate
Element ID: S091 **Standard Vocabulary Reference:** CTR028-A
Description: The completion date of the base contract plus options that have been exercised.

Element Name: Current Contract Amount
Short Name: Current Contract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: CurrentContractAmount
Element ID: S092 **Standard Vocabulary Reference:** CTR010-B
Description: The contract value for the base contract and any options that have been exercised. Optionally allowing \$ symbol, and comma. Decimal point is required before cents. Minus sign required for negative values.

Element Name: Current Obligated Amount
Short Name: Current Obligated Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: CurrentObligatedAmount
Element ID: S093 **Standard Vocabulary Reference:** FIN008
Description: The current obligated amount including modifications and options that have been exercised. Optionally allowing \$ symbol, and comma. Decimal point is required before cents. Minus sign required for negative values.

Element Name: Davis Bacon Act Indicator
Short Name: Davis Bacon Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: DavisBaconActIndicator
Element ID: S094 **Standard Vocabulary Reference:** CTR042
Description: Indicates if the contracting action is subject to Davis Bacon Act.

- Element Name:** Davis Bacon Act Wage Determination Document FileName
Short Name: DBA Wage Determination Document FileName **Type:** SIMPLE
Format: Alphanumeric maxLength=16
XML Name: DocumentFileName
Element ID: S095 **Standard Vocabulary Reference:** WAG007-A
Description: The name of the text file containing the Davis Bacon Act (DBA) Wage Determination (WD).
- Element Name:** Davis Bacon Act Wage Determination Document Year
Short Name: DBA Wage Determination Document Year **Type:** SIMPLE
Format: Date YYYY
XML Name: DocumentYear
Element ID: S096 **Standard Vocabulary Reference:** WAG009
Description: The year of the Davis Bacon Act (DBA) Wage Determination (WD) pertains to.
- Element Name:** Davis Bacon Act Wage Determination Revision Identification
Short Name: DBA Wage Determination Revision ID **Type:** SIMPLE
Format: Numeric maxLength=4, whole number
XML Name: RevisionID
Element ID: S097 **Standard Vocabulary Reference:** WAG024-B
Description: The Revision number of the Davis Bacon Act (DBA) Wage Determination (WD). Valid range is: 1 through 9999
- Element Name:** Debarment Indication
Short Name: Debarment Indication **Type:** SIMPLE
Format: Boolean
XML Name: DebarmentIndication
Element ID: S098 **Standard Vocabulary Reference:** ORG132
Description: Vendors response to determine if the vendor is currently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal Agency (FAR 52.209-5).

Element Name: Defense Contract Management Agency Contract Administration Indication
Short Name: DCMA Contract Administration Indication **Type:** SIMPLE
Format: Boolean
XML Name: DCMAContractAdministrationIndication
Element ID: S099 **Standard Vocabulary Reference:** CTR113
Description: Indicator to determine if a DOD contract is being managed by Defense Contract Management Agency (DCMA). Valid values are: 0=No and 1=Yes.

Element Name: Defense Contract Management Agency Region Code
Short Name: DCMA Region Code **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: DCMARegionCode
Element ID: S100 **Standard Vocabulary Reference:** CTR114
Description: Code used to identify the Defense Contract Management Agency (DCMA) region.

Element Name: Delivery Completion Code
Short Name: Delivery Completion Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: DeliveryCompletionCode
Element ID: S101 **Standard Vocabulary Reference:** CTR099
Description: Enter one of the following: "P" for Partial if this delivery does not complete the order. "F" for Final if this delivery completes the order.

Element Name: Disbursing Office Code
Short Name: Disbursing Office Code **Type:** SIMPLE
Format: Alphanumeric Length=5
XML Name: DisbursingOfficeCode
Element ID: S102 **Standard Vocabulary Reference:** ORG048
Description: Disbursing Office Code that corresponds with appropriation or Agency Location Code (ALC).

Element Name: Distribution Description
Short Name: Distribution Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=50
XML Name: DistributionDescription
Element ID: S103 **Standard Vocabulary Reference:** PUR002
Description: Distribution Statement associated with purchase request.

Element Name: Division Identification
Short Name: Division ID **Type:** BASE
Format: Alphanumeric maxLength=10
XML Name: DivisionID
Element ID: B010 **Standard Vocabulary Reference:** ORG034-A
Description: A unique identifier of the contractor, contracting agency, reporting agency, customer, or offset officer

Element Name: Division Name
Short Name: Division Name **Type:** BASE
Format: Alphanumeric maxLength=60
XML Name: DivisionName
Element ID: B011 **Standard Vocabulary Reference:** ORG054-A
Description: The division name of the contractor, contracting agency, reporting agency, customer, or offset officer contact belongs to.

Element Name: Document Identification
Short Name: Document ID **Type:** SIMPLE
Format: Alphanumeric maxLength=35
XML Name: DocumentID
Element ID: S104 **Standard Vocabulary Reference:** CTR052-A
Description: Contract Award reference number. Uniquely identifies an award.

- Element Name:** DOD Claimant Program Code
Short Name: DOD Claimant Program Code **Type:** SIMPLE
Format: Alphanumeric Length=3
XML Name: DODClaimantProgramCode
Element ID: S105 **Standard Vocabulary Reference:** ORG023
Description: A claimant program number designates a grouping of supplies, construction, or other services. Source: The Department of Defense (DoD) Procurement Coding Manual Section III.
- Element Name:** DOD Compartment Or Agency Code
Short Name: DOD Compartment Or Agency Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: DODCompartmentOrAgencyCode
Element ID: S106 **Standard Vocabulary Reference:** ORG035
Description: A code (1-4) for a Defense compartment or agency. [We cannot find this element in the April 2005 FPDS-NG Data Dictionary. See ORG036, however.]
- Element Name:** DOD Consolidated Indication
Short Name: DOD Consolidated Indication **Type:** SIMPLE
Format: Boolean
XML Name: DODConsolidatedIndication
Element ID: S107 **Standard Vocabulary Reference:** CTR106
Description: Indicates whether the contract is a consolidated contract. This is only required if the Funding Agency or the contracting agency is a Department of Defense (DoD) Agency. Y - consolidated contract, N - not a consolidated contract.

Element Name: DOD Program System Equipment Code
Short Name: DOD Program System Equipment Code **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: DODProgramSystemEquipmentCode
Element ID: S108 **Standard Vocabulary Reference:** ORG036-A
Description: Two codes that together identify the program and weapons system or equipment purchased by a Department of Defense (DOD) agency. The first character is a number 1-4 that identifies the DOD component. The last 3 characters identify that component's program, system, or equipment. Source: CO and DoD Procurement Coding Manual Section II.

Element Name: Doing Business As Name
Short Name: DBA Name **Type:** BASE
Format: Alphanumeric maxLength=60
XML Name: DBAName
Element ID: B012 **Standard Vocabulary Reference:** ORG053-A
Description: Represents commonly used alternate name of the Organization for normal operations, such as a franchise or licensee name. Must differ from legal business name, known as a Doing Business As (DBA) name.

Element Name: DUNS Classification Code
Short Name: DUNS Classification Code **Type:** SIMPLE
Format: Numeric Length=1
XML Name: DUNSClassificationCode
Element ID: S109 **Standard Vocabulary Reference:** ORG017
Description: Indicates if the DUNS corresponds to an Agency, Bureau or an Office. 1 for Agency, 2 for Bureau and 3 for Office.

Element Name: DUNS Identification
Short Name: DUNS ID **Type:** BASE
Format: Alphanumeric Length=9 Must meet D&B
XML Name: DUNSID
Element ID: B013 **Standard Vocabulary Reference:** ORG038-D
Description: Identifies the excluded company's 9-digit Data Universal Numbering System (DUNS) company identifier. Formatted as: 123456789 (exclude hyphens when entering SSNs).

Element Name: DUNS Plus4 Extension Identification
Short Name: DUNS Plus4 Extension ID **Type:** BASE
Format: Alphanumeric Length=4
XML Name: DUNSPlus4ExtensionID
Element ID: B014 **Standard Vocabulary Reference:** ORG037-B
Description: Identifies different CCR records for the same vendor at the same physical location. Address must be equal to that of a Data Universal Numbering System (DUNS) record with a plus4 of spaces (Primary Profile). Used for multiple EFT remittance locations. CAGE code must also differ from the primary profile record.

Element Name: Economy Act Indicator
Short Name: Economy Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: EconomyActIndicator
Element ID: S110 **Standard Vocabulary Reference:** CTR043
Description: Indicates if the contracting action is subject to Economy Act.

Element Name: Electronic Business Address
Short Name: Electronic Business Address **Type:** COMPLEX
Format: Structure
XML Name: ElectronicBusinessAddress
Element ID: C019 **Standard Vocabulary Reference:**
Description: The address for a vendor's electronic business point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
3	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Electronic Business Contact
Short Name: Electronic Business Contact **Type:** COMPLEX
Format: Structure
XML Name: ElectronicBusinessContact
Element ID: C020 **Standard Vocabulary Reference:**
Description: The address used by the electronic business point of contact.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Electronic Data Interchange Capability Indicator
Short Name: EDI Capability Indicator **Type:** SIMPLE
Format: Boolean
XML Name: EDICapabilityIndicator
Element ID: S111 **Standard Vocabulary Reference:** ORG151
Description: Indicator signifying whether the Organization has Electronic Data Interchange (EDI) capability or not.

Element Name: Electronic Data Interchange Software Description
Short Name: EDI Software Description **Type:** SIMPLE
Format: Alphanumeric maxLength=45
XML Name: SoftwareDescription
Element ID: S112 **Standard Vocabulary Reference:** SYS005
Description: EDI Software Description (N903) free form text. Source: CCR. See also CCR elements EDI Software Release date (N904).

Element Name: Electronic Data Interchange Software Identifier
Short Name: EDI Software Identifier **Type:** SIMPLE
Format: Alphanumeric maxLength=30
XML Name: SoftwareIdentifier
Element ID: S113 **Standard Vocabulary Reference:** SYS009
Description: EDI Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier.

Element Name: Electronic Data Interchange Transaction Code
Short Name: EDI Transaction Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: TransactionCode
Element ID: S114 **Standard Vocabulary Reference:** SYS003
Description: Identifies the Electronic Data Interchange Transaction Type Code. See CCR Business Rules Document (EDI Transaction Type). Valid values: Any valid text characters, no leading spaces, must be uppercase. See CCR Business Rules Document. Types: RI - Remittance Information (Mandatory), B3 - Previous Business Name (Optional), B4 - (Parent Company), QW - Government Parent (Optional), FE - Mailing.

Element Name: Electronic Data Interchange Transaction Party Identification Code
Short Name: EDI Transaction Party ID Code **Type:** SIMPLE
Format: Alphanumeric maxLength=15
XML Name: PartyIDCode
Element ID: S115 **Standard Vocabulary Reference:** SYS002
Description: A code identifying a party or other code. Used when N103 is entered. EDI - 838: N104 of the N1 segment within the ENE loop. Source: CCR as ID Code (N104).

Element Name: Electronic Data Interchange Vendor Identification Qualifier Code
Short Name: EDI Vendor Identification Qualifier Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: VendorIdentificationQualifierCode
Element ID: S116 **Standard Vocabulary Reference:** SYS008
Description: Represents the Electronic Data Interchange Identification Code for the vendor, the default is the number "12" (indicating "Telephone number"). Not displayed on the WEB site. Source: CCR as Identification Code Qualifier.

Element Name: Electronic Data Interchange Version Release Identification
Short Name: EDI Version Release ID **Type:** SIMPLE
Format: Alphanumeric Length=12
XML Name: VersionReleaseID
Element ID: S117 **Standard Vocabulary Reference:** ORG003
Description: A code indicating the version, release, sub-release, and industry identifier of the Electronic Data Interchange (EDI) standard being used, indicating the GS and GE segments; If code in DE455 in GS segment is X, then in DE480 positions 1-3 are the version number, positions 4-6 are the release and sub-release, level of the version; and positions 7-12 are the industry or trade association identifiers; if code in DE455 in GS segment is T, then other formats are allowed. Mandatory if ENE entered in CCR. NOTE: CCR element name is ANSI ASC X12 Version release (TXN04).

Element Name: Electronic Fund Transfer Waiver Code
Short Name: EFT Waiver Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: EFTWaiverCode
Element ID: S118 **Standard Vocabulary Reference:** PAY017
Description: Represents the Electronic Fund Transfer (EFT) waiver flag codes for the organization. ** IF WAIVER FLAG = F PARTNER IS WAIVERED. **IF WAIVER FLAG= Y AND EFT DATA CONTAINS BOGUS INFORMATION .

Element Name: Electronic Mail
Short Name: Electronic Mail **Type:** BASE
Format: Alphanumeric minLength=6, maxLength=80
XML Name: ElectronicMail
Element ID: B015 **Standard Vocabulary Reference:** CON007-A
Description: The number or virtual address of an e-mail mailbox in the internet of the person given as a contact.

Element Name: Electronic Mail List
Short Name: Electronic Mail List **Type:** SIMPLE
Format: Alphanumeric maxLength= unlimited
XML Name: ElectronicMailList
Element ID: S119 **Standard Vocabulary Reference:** CON023-A
Description: A comma delimited list of email addresses for person's designated to receive email notifications.

Element Name: Emerging Business Concern Indication
Short Name: Emerging Business Concern Indication **Type:** SIMPLE
Format: Boolean
XML Name: EmergingBusinessConcernIndication
Element ID: S120 **Standard Vocabulary Reference:** ORG094
Description: Indicates if the vendor is an Emerging Business Concern or not (0 for No and 1 for Yes).

Element Name: Employee Highest Security Level Code
Short Name: Employee Highest Security Level Code **Type:** SIMPLE
Format: Numeric Length=2
XML Name: EmployeeHighestSecurityLevelCode
Element ID: S121 **Standard Vocabulary Reference:** ORG063
Description: Represents the highest level of security for an employee located at that facility. Source: CCR. Valid values: 90-Government Non-Classified, 92-Government Confidential, 93-Government Secret, 94-Government Top Secret.

Element Name: Entity Identification Code
Short Name: Entity ID Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: EntityIDCode
Element ID: S122 **Standard Vocabulary Reference:** ORG025
Description: Code identifying an organizational entity, a physical location, property or an individual. Source: CCR. Mandatory if ENE01 is entered. 1P: Provider, GP: Gateway Provider, NN: Network Name, PK: Party to Receive Copy, PL: Party to Receive Purchase Order, etc..

Element Name: EPA Designated Products Code
Short Name: EPA Designated Products Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: EPADesignatedProductsCode
Element ID: S123 **Standard Vocabulary Reference:** PRD001
Description: The Resource Conservation and Recovery Act (RCRA), Section 6002, and Executive Order 13101 require the purchase of Environmental Protection Agency (EPA) -designated products with a required minimum recovered material content as described in an agency's Affirmative Procurement Program (APP). This list of EPA-designated products is available at <http://www.epa.gov/cpg>. This requirement applies to all contracts that require EPA-designated products. Valid values: A = Meets Requirements; B = Justification - Time; C = Justification - Price; D = Justification - Performance; E = Not Required.

Element Name: Equal Employment Opportunity Compliance Indication
Short Name: EEO Compliance Indication **Type:** SIMPLE
Format: Boolean
XML Name: EEOComplianceIndication
Element ID: S124 **Standard Vocabulary Reference:** ORG093
Description: Indicates if the vendor has filed all required Equal Employment Opportunity (EEO) compliance reports or not (0 for No and 1 for Yes).

Element Name: Ethnicity Code
Short Name: Ethnicity Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: EthnicityCode
Element ID: S125 **Standard Vocabulary Reference:** ORG095
Description: Code used to designate a contractor's Ethnicity.

Element Name: Excluded Party Address
Short Name: Excluded Party Address **Type:** COMPLEX
Format: Structure
XML Name: ExcludedPartyAddress
Element ID: C035 **Standard Vocabulary Reference:**
Description: Zprovides the address of the excluded party.

SubElement Name	Related Base Element ID
Country SubEntity Code	B009
City Name	B005
AdditionalStreet	B001
Street	B027
Country Identification Code	B008
Postal Zone	B023

Element Name: Excluded Party Cross Reference ID
Short Name: Excluded Party Cross Reference Identification **Type:** SIMPLE
Format: Numeric
XML Name: ExcludedPartyCrossReferenceID
Element ID: S126 **Standard Vocabulary Reference:** SYS028
Description: Allows the user to add one or more x-references to a record. A record must be displayed prior to selecting this option. The displayed record will become the primary record and any records tagged will become x-references to the primary record.

Element Name: Excluded Party Cross Reference Indicator
Short Name: Excluded Party Cross Reference Indicator **Type:** SIMPLE
Format: Boolean
XML Name: ExcludedPartyCrossReferenceIndicator
Element ID: S127 **Standard Vocabulary Reference:** SYS029
Description: Allows the user to determine if there are any records affiliated with the primary record being displayed.

Element Name: Excluded Party Description
Short Name: Excluded Party Description **Type:** SIMPLE
Format: Alphanumeric maxLength=255
XML Name: ExcludedPartyDescription
Element ID: S128 **Standard Vocabulary Reference:** SYS030
Description: Allows the user to add additional information pertaining to the record being added. This feature will also allow the user to determine if additional information pertains to a record being displayed.

Element Name: Excluded Party List Termination Date
Short Name: Excluded Party List Termination Date **Type:** SIMPLE
Format: Date DD-MMM-YYYY
XML Name: ExcludedPartyListTerminationDate
Element ID: S129 **Standard Vocabulary Reference:** ORG135
Description: Identifies the date the action will be terminated (removed) from the list. The format for entering a term date is DD-MMM-YYYY. This is not a required field. When this field is left blank, it will result in a record with the term date of "Indef."

Element Name: Excluded Party Modification Date
Short Name: Excluded Party Modification Date **Type:** SIMPLE
Format: Date DD-MMM-YYYY
XML Name: ExcludedPartyModificationDate
Element ID: S130 **Standard Vocabulary Reference:** SYS031
Description: Identifies the last date the record was modified. This field does not identify all dates the record was modified, only the last date. This operation is generated by the system. The date format is DD-MMM-YYYY.

- Element Name:** Excluded Party Name
Short Name: Excluded Party Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=100
XML Name: Name
Element ID: S131 **Standard Vocabulary Reference:** ORG139
Description: The name of the individual or organization being excluded.
- Element Name:** Excluded Party Program Type Identification
Short Name: Excluded Party Program Type ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=15
XML Name: ExcludedPartyProgramTypeID
Element ID: S132 **Standard Vocabulary Reference:** ORG136
Description: Identifies the program type that the exclusion has been taken under. The default setting for this field is "Reciprocal". (See the definition of each program type. Note: As of August 25, 1995, all exclusions are being added to the Reciprocal list.
- Element Name:** Excluded Party Social Security Number Identification
Short Name: Excluded Party SSN ID **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: SSNID
Element ID: S133 **Standard Vocabulary Reference:** CON022
Description: Identifies the excluded individuals 9-digit social security number. Formatted as: 123456789 (exclude hyphen when entering SSNs).
- Element Name:** Excluded Party Tax Identification Number Identification
Short Name: Excluded Party TIN ID **Type:** SIMPLE
Format: Numeric Length=9
XML Name: TINID
Element ID: S134 **Standard Vocabulary Reference:** ORG026-D
Description: Identifies the excluded company's 9-digit tax identification number (TIN). Formatted as: 123456789 (exclude hyphens when entering SSNs).

Element Name: Excluded Party Type Code
Short Name: Excluded Party Type Code **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=1000
XML Name: ExcludedPartyType
Element ID: S135 **Standard Vocabulary Reference:** CTR097
Description: Identifies the type of record being added as an "Individual" or "Firm". The default setting for this field is "Individual". Select the drop down menu to change the selection to Firm.

Element Name: Exclusion Action Date
Short Name: Exclusion Action Date **Type:** SIMPLE
Format: Date DD-MMM-YYYY
XML Name: ExclusionActionDate
Element ID: S136 **Standard Vocabulary Reference:** ORG137
Description: Identifies the date the action was taken. The format for entering an action date is DD-MMM-YYYY. This is a required field.

Element Name: Exclusion Reason Code
Short Name: Exclusion Reason Code **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=3
XML Name: ExclusionReasonCode
Element ID: S137 **Standard Vocabulary Reference:** ORG138
Description: Identifies the cause and treatment code that the exclusion applies to. The user selects a code from the drop down menu. This is a required field.

Element Name: Export Control Status
Short Name: Export Control Status **Type:** SIMPLE
Format: Alphanumeric MaxLength=3 (Yes or No)
XML Name: ExportControlStatus
Element ID: S138 **Standard Vocabulary Reference:** PUR003
Description: Indicates whether the document is export controlled or not. (YES or NO).

Element Name: Extension
Short Name: Extension **Type:** BASE
Format: Alphanumeric maxLength=6
XML Name: Extension
Element ID: B016 **Standard Vocabulary Reference:** CON018-A
Description: The number extension or virtual address extension of a telephone in a telecommunication system of the person given as a contact.

Element Name: Fair Act Indicator
Short Name: Fair Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: FairActIndicator
Element ID: S139 **Standard Vocabulary Reference:** CTR044
Description: Indicates whether the contract action resulted from an A-76/Fair Act competitive sourcing process.

Element Name: Fair Opportunity Exception Code
Short Name: Fair Opportunity Exception Code **Type:** SIMPLE
Format: Alphanumeric Length=3
XML Name: FairOpportunityExceptionCode
Element ID: S140 **Standard Vocabulary Reference:** CTR107
Description: The type of statutory exception to Fair Opportunity.

Element Name: Family Name
Short Name: Family Name **Type:** BASE
Format: Alphanumeric maxLength=25
XML Name: FamilyName
Element ID: B034 **Standard Vocabulary Reference:** CON012-A
Description: The family name of the contact.

Element Name: Family Name Suffix
Short Name: Family Name Suffix **Type:** BASE
Format: Alphanumeric maxLength=32
XML Name: FamilyNameSuffix
Element ID: B017 **Standard Vocabulary Reference:** CON027-A
Description: The name suffix of the contact such as Junior, II, III, etc.

Element Name: Federal Accounts Symbols and Titles Treasury Index Code
Short Name: FAST Treasury Index Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: FASTTreasuryIndexCode
Element ID: S141 **Standard Vocabulary Reference:** ORG067
Description: Treasury Index based on Treasury FAST book codes. FAST is an acronym for Federal Accounts Symbols and Titles. Note: If acronyms are expanded, the element would be FederalAccountsSymbolsTitlesTreasuryIndexCode and the BIE would be "Organization. Federal Accounts Symbols And Titles Treasury Index_ Code. Code". This is just the 2-digit index, not a complete funding code.

Element Name: Federal Supply Classification Code
Short Name: FSC Code **Type:** BASE
Format: Alphanumeric Length=4
XML Name: FSCCode
Element ID: B018 **Standard Vocabulary Reference:** PRD002
Description: The 4-character federal supply classification (FSC) or service code that describes the contract effort from Section 1 of the Department of Defense (DoD) Procurement Coding Manual (MN02). Source: CCR and FedReg. See <http://www.dlis.dla.mil/H2/default.asp>.

Element Name: Financing Type Code
Short Name: Financing Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: FinancingTypeCode
Element ID: S142 **Standard Vocabulary Reference:** CTR049
Description: Type of financing used to effect payment (A - FAR 52.232-16 Progress Payments, C - Percentage of Completion Progress Payments, D - Unusual Progress Payments or Advance Payments, E - Commercial Financing, F - Performance-Based Financing, Z - Not Applicable).

Element Name: Fixed Fee Percent
Short Name: Fixed Fee Percent **Type:** SIMPLE
Format: Percent maxLength=4, May include
XML Name: FixedFeePercent
Element ID: S143 **Standard Vocabulary Reference:** CTR045
Description: Represents the "Fixed Fee" percent value for the "Fixed Fee" type of service.

Element Name: Forced Child Labor Use Indication
Short Name: Forced Child Labor Use Indication **Type:** SIMPLE
Format: Boolean
XML Name: ForcedChildLaborUseIndication
Element ID: S144 **Standard Vocabulary Reference:** ORG096
Description: Indicates if the vendor Company Name" based on a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture any such end product, determined that it is not aware of any such use of child labor.

Element Name: Foreign Business Indication
Short Name: Foreign Business Indication **Type:** SIMPLE
Format: Boolean
XML Name: ForeignBusinessIndication
Element ID: S145 **Standard Vocabulary Reference:** ORG097
Description: Indicates if the vendor is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business.

Element Name: Foreign Delivery Status Code
Short Name: Foreign Delivery Status Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: ForeignDeliveryStatusCode
Element ID: S146 **Standard Vocabulary Reference:** PRD012
Description: Indicates if the vendor delivers any foreign (non-domestic) end products to the Government. Valid values are: 0=No, 1=Yes, 2=Vendor will provide information for specific offers.

Element Name: Foreign Exemption Code
Short Name: Foreign Exemption Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: ForeignExemptionCode
Element ID: S147 **Standard Vocabulary Reference:** ORG098
Description: To determine if a vendor is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business.

Element Name: Full Name
Short Name: Full Name **Type:** BASE
Format: Alphanumeric maxLength=75
XML Name: Name
Element ID: B036 **Standard Vocabulary Reference:** CON009-X
Description: Full name of the contact

Element Name: Funded By Foreign Entity Indicator
Short Name: Funded By Foreign Entity Indicator **Type:** SIMPLE
Format: Boolean
XML Name: FundedByForeignEntityIndicator
Element ID: S148 **Standard Vocabulary Reference:** CTR050
Description: Indicates that a foreign government, international organization, or foreign military organization bears some of the cost of the acquisition.

Element Name: Funding Agency Code
Short Name: Funding Agency Code **Type:** SIMPLE
Format: Alphanumeric Length=4
XML Name: AgencyCode
Element ID: S149 **Standard Vocabulary Reference:** ORG134-C
Description: Identifies the agency taking the action. The user selects an option from the predefined list of agency acronym/components from the drop down list or type the first letter of the agency's acronym.

Element Name: Funding Agency Identification
Short Name: Funding Agency Identification **Type:** SIMPLE
Format: Alphanumeric Length=8
XML Name: ID
Element ID: S150 **Standard Vocabulary Reference:** ORG013-C
Description: Unique identifier of the organizational entity that is funding the purchase. This is the spending allocation that will be charged.

Element Name: Funding Agency Name
Short Name: Funding Agency Name **Type:** SIMPLE
Format: Alphanumeric maxLength=255
XML Name: AgencyName
Element ID: S151 **Standard Vocabulary Reference:** ORG157-A
Description: The name of the funding agency.

Element Name: Funding Agency Office Name
Short Name: Funding Agency Office Name **Type:** SIMPLE
Format: Alphanumeric maxLength=255
XML Name: AgencyOfficeName
Element ID: S152 **Standard Vocabulary Reference:** ORG237
Description: The name of the funding agency office handling the contract.

Element Name: Funds Receiving Organization Identification
Short Name: Funds Receiving Organization ID **Type:** SIMPLE
Format: Alphanumeric Length=8
XML Name: ID
Element ID: S153 **Standard Vocabulary Reference:** ORG013-D
Description: Code/indicator for organizational entity that will receive the collected funds (usually at the operating plan level).

Element Name: Gender
Short Name: Gender **Type:** BASE
Format: Alphanumeric Length=1
XML Name: Gender
Element ID: B019 **Standard Vocabulary Reference:** CON026-A
Description: Gender of the contact. Valid values are M=male and F=female.

Element Name: Given Name
Short Name: Given Name **Type:** BASE
Format: Alphanumeric minLength=1 maxLength=25
XML Name: GivenName
Element ID: B037 **Standard Vocabulary Reference:** CON011-A
Description: The given name of the contact.

Element Name: Government Sales Contact

Short Name: Govt Sales Contact

Type: COMPLEX

Format: Structure

XML Name: GovernmentSalesContact

Element ID: C021

Standard Vocabulary Reference:

Description: The vendor's government sales point of contact information.

	SubElement Name	Related Base Element ID
1	Name	B039
2	ElectronicMail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Government Sales Contact Address

Short Name: Govt Sales Contact Address

Type: COMPLEX

Format: Structure

XML Name: GovernmentSalesContactAddress

Element ID: C022

Standard Vocabulary Reference:

Description: The address for the vendor's government sales point of contact.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

- Element Name:** Hispanic American Ethnicity Indication
Short Name: Hispanic American Ethnicity Indication **Type:** SIMPLE
Format: Boolean
XML Name: HispanicAmericanEthnicityIndication
Element ID: S154 **Standard Vocabulary Reference:** ORG099
Description: Indicates if the vendor's SDB ethnicity is Hispanic American or not (0 for No and 1 for Yes).
- Element Name:** Historically Black College University Minority Institutions Goal Percentage
Short Name: HBCU MI Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HBCUMIGoalPercentage
Element ID: S155 **Standard Vocabulary Reference:** ORG165
Description: The percentage of the contractor's goals for subcontracting to Historically Black Colleges and Universities / Minority Institutions (HBCU/MI) compared to the total prime contract value.
- Element Name:** Historically Black College University Indication
Short Name: HBCU Indication **Type:** SIMPLE
Format: Boolean Length=1
XML Name: HBCUIndication
Element ID: S156 **Standard Vocabulary Reference:** ORG083-A
Description: Indicates if the vendor is Historically black college or university or not (0 for No and 1 for Yes).
- Element Name:** Historically Black College University Minority Institutions Accrued Amount
Short Name: HBCU MI Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HBCUMIAccruedAmount
Element ID: S157 **Standard Vocabulary Reference:** ORG160
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Historically Black Colleges and Universities / Minority Institutions (HBCU/MI). This amount is based on cumulative to-date amounts.

Element Name: Historically Black College University Minority Institutions Accrued
Short Name: HBCU MI Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HBCUMIAccruedPercentage
Element ID: S158 **Standard Vocabulary Reference:** ORG161
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for Historically Black Colleges and Universities / Minority Institutions (HBCU/MI). This percentage is based on cumulative to-date amounts.

Element Name: Historically Black College University Minority Institutions Actual Percentage
Short Name: HBCU MI Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HBCUMIActualPercentage
Element ID: S159 **Standard Vocabulary Reference:** ORG162
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Historically Black Colleges and Universities / Minority Institutions (HBCU/MI) compared to the current prime contract value.

Element Name: Historically Black College University Minority Institutions Actual
Short Name: HBCU MI Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HBCUMIActualSubcontractAmount
Element ID: S160 **Standard Vocabulary Reference:** ORG163
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Historically Black Colleges and Universities / Minority Institutions (HBCU/MI). This amount is based on cumulative to-date amounts.

Element Name: Historically Black College University Minority Institutions Actual
Short Name: HBCU MI Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HBCUMIActualSubcontractPercentage
Element ID: S161 **Standard Vocabulary Reference:** ORG164
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Historically Black Colleges and Universities / Minority Institutions (HBCU/MI) compared to the total subcontract awards amount.

Element Name: Historically Black College University Minority Institutions Subcontract Goal
Short Name: HBCU MI Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HBCUMISubcontractGoalAmount
Element ID: S162 **Standard Vocabulary Reference:** ORG166
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Historically Black Colleges and Universities (HBCU) and Minority Institutions (MI).

Element Name: Historically Black College University Minority Institutions Subcontract Goal
Short Name: HBCU MI Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HBCUMISubcontractGoalPercentage
Element ID: S163 **Standard Vocabulary Reference:** ORG167
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Historically Black Colleges and Universities (HBCU) and Minority Institutions (MI) (HBCU/MI) compared to the total planned subcontract awards.

Element Name: Historically Underutilized Business Zone Small Business Indication
Short Name: HUB Zone SB Indication **Type:** SIMPLE
Format: Boolean
XML Name: HUBZoneSBIndication
Element ID: S165 **Standard Vocabulary Reference:** ORG118
Description: Indicates if the vendor is an SBA-certified Historically Underutilized Business Zone (HUBZone) Small Business Concern (SB).

- Element Name:** Historically Underutilized Business Zone Small Business Indication
Short Name: HUB Zone SB Indication **Type:** SIMPLE
Format: Boolean
XML Name: HUBZoneSBIndication
Element ID: S164 **Standard Vocabulary Reference:** ORG109
Description: To determine if the vendor is SBA-certified Historically Underutilized Business Zone (HUBZone) Small Business (SB) Concern (FAR 52.219-1).
- Element Name:** HUB Zone Small Business Accrued Amount
Short Name: HUB Zone SB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HUBZoneSBAccruedAmount
Element ID: S166 **Standard Vocabulary Reference:** ORG168
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to HUBZone Small Business (HUBZoneSB) Concerns. This amount is based on cumulative to-date amounts.
- Element Name:** HUB Zone Small Business Accrued Percentage
Short Name: HUB Zone SB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HUBZoneSBAccruedPercentage
Element ID: S167 **Standard Vocabulary Reference:** ORG169
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for HUBZone Small Business (HUBZoneSB) Concerns. This percentage is based on cumulative to-date amounts.
- Element Name:** HUB Zone Small Business Actual Percentage
Short Name: HUB Zone SB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HUBZoneSBActualPercentage
Element ID: S168 **Standard Vocabulary Reference:** ORG170
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to HUBZone Small Business (HubZoneSB) Concerns compared to the current prime contract value.

- Element Name:** HUB Zone Small Business Actual Subcontract Percentage
Short Name: HUB Zone SB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HUBZoneSBActualSubcontractPercentage
Element ID: S169 **Standard Vocabulary Reference:** ORG172
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to HUBZone Small Business (HUBZoneSB) Concerns compared to the total subcontract awards amount.
- Element Name:** HUB Zone Small Business Goal Amount
Short Name: HUB Zone SB Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HUBZoneSBGoalAmount
Element ID: S170 **Standard Vocabulary Reference:** ORG173
Description: The percentage of the contractor's goals for subcontracting to HUBZone Small Business Concerns compared to the total prime contract value.
- Element Name:** HUB Zone Small Business Subcontract Amount
Short Name: HUB Zone SB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HUBZoneSBActualSubcontractAmount
Element ID: S171 **Standard Vocabulary Reference:** ORG171
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to HUBZone Small Business (HUBZoneSB) Concerns. This amount is based on cumulative to-date amounts.
- Element Name:** HUB Zone Small Business Subcontract Goal Amount
Short Name: HUB Zone SB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: HUBZoneSBSubcontractGoalAmount
Element ID: S172 **Standard Vocabulary Reference:** ORG174
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for HUBZone Small Business Concerns.

Element Name: HUB Zone Small Business Subcontract Goal Percentage
Short Name: HUB Zone SB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: HUBZoneSBSubcontractGoalPercentage
Element ID: S173 **Standard Vocabulary Reference:** ORG175
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for HUBZone Small Business Concerns compared to the total planned subcontract awards.

Element Name: Incorporation Location
Short Name: Incorporation Location **Type:** COMPLEX
Format: Structure
XML Name: IncorporationLocation
Element ID: C023 **Standard Vocabulary Reference:**
Description: The address of a contractor's place of incorporation.

	SubElement Name	Related Base Element ID
1	Country Subentity Code	B009
2	Country Identification Code	B008

Element Name: Indefinite Delivery Contract Type Code
Short Name: IDC Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: IndefiniteDeliveryContractTypeCode
Element ID: S174 **Standard Vocabulary Reference:** CTR090
Description: Identifies whether the IDC (Indefinite Delivery Contract) or Multi-Agency Contract is Indefinite Delivery/Requirements, Indefinite Delivery/Indefinite Quantity, or Indefinite Delivery/Definite Quantity as defined in FAR Part 16. A = Indefinite Delivery / Requirements; B = Indefinite Delivery / Indefinite Quantity; C = Indefinite Delivery / Definite Quantity.

Element Name: Indefinite Delivery Vehicle Code

Short Name: IDV Code

Type: SIMPLE

Format: Alphanumeric Length=1

XML Name: IndefiniteDeliveryVehicleCode

Element ID: S175

Standard Vocabulary Reference: CTR059

Description: When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Procurement Instrument Document (PID) Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS, this is the FSS contract number. Note: BOA's and BPA's are with industry and not with other Federal Agencies.

Element Name: Indefinite Delivery Vehicle End Date

Short Name: IDV End Date

Type: SIMPLE

Format: Date

XML Name: IDVEndDate

Element ID: S176

Standard Vocabulary Reference: CTR115

Description: The last date which orders can be placed against an Indefinite Delivery Vehicle (IDV).

Element Name: Indefinite Delivery Vehicle Indication

Short Name: IDV Indication

Type: SIMPLE

Format: Boolean

XML Name: IDVIndication

Element ID: S177

Standard Vocabulary Reference: CTR116

Description: Indicates is whether the contract is an Indefinite Delivery Vehicle (IDV) or not.

Element Name: Indefinite Delivery Vehicle Type Code

Short Name: IDV Type Code

Type: SIMPLE

Format: Alphanumeric Length=1

XML Name: IndefiniteDeliveryVehicleCode

Element ID: S178

Standard Vocabulary Reference: CTR059

Description: When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Procurement Instrument Document (PID) Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS, this is the FSS contract number. Note: BOA's and BPA's are with industry and not with other Federal Agencies.

Element Name: Indefinite Delivery Vehicle Valid Agencies Description

Short Name: IDV Valid Agencies Description

Type: SIMPLE

Format: Alphanumeric maxLength=255

XML Name: ValidAgenciesDescription

Element ID: S179

Standard Vocabulary Reference: CTR111

Description: Agencies that may place orders against this indefinite delivery vehicle (IDV). Source: FPDS-NG "Who Can Use" (5B) element. Valid values: "Only My Agency" = Convenience and Economy; "All Agencies" = All Federal Government agencies may place orders against the contract; "Defense" = Only Department of Defense agencies may place orders against the contract; "Civilian" = Only civilian agencies may place orders against the contract; "Codes" = Only the agencies with the FIPS 95 codes listed in a comma-separated list; "Other" = Provide a text statement of which agencies may place orders against the contract. NOTE: Values are not exactly a code since the last choice, "Codes" is a whole list (of codes).

Element Name: Indicted Status Indication

Short Name: Indicted Status Indication

Type: SIMPLE

Format: Boolean

XML Name: IndictedStatusIndication

Element ID: S180

Standard Vocabulary Reference: ORG101

Description: Indicates if the vendor is presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, local) work.

- Element Name:** Indirect Cost Inclusion Code
Short Name: Indirect Cost Inclusion Code **Type:** SIMPLE
Format: Alphanumeric minLength=25, maxLenght=29
XML Name: IndirectCostInclusionCode
Element ID: S181 **Standard Vocabulary Reference:** SYS056
Description: Indicates if the amounts being reported includes indirect costs or does not include indirect costs. Submitter's entry must match the method chosen in the approved subcontracting plan. Valid values are: 'do include indirect costs' and 'do not include indirect costs'.
- Element Name:** Individual Subcontractor Report Period Code
Short Name: ISR Report Period Code **Type:** SIMPLE
Format: Alphanumeric Length=15
XML Name: ISRReportPeriodCode
Element ID: S182 **Standard Vocabulary Reference:** SYS058
Description: The period for which Individual Subcontractor Report (ISR) is being submitted: Valid values are: 'Oct 1 - Mar 31' and 'Oct 1 - Sept 30'.
- Element Name:** Individual Subcontractor Report Period Year
Short Name: ISR Report Period Year **Type:** SIMPLE
Format: Date
XML Name: ISRReportPeriodYear
Element ID: S183 **Standard Vocabulary Reference:** SYS059
Description: The year for which the Individual Subcontractor Report (ISR) period applies.
- Element Name:** Individual Subcontractor Report Identification
Short Name: ISR ID **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: ISRID
Element ID: S184 **Standard Vocabulary Reference:** SYS057
Description: Record identifier that identifies a specific Individual Subcontractor Report (ISR) submission.

- Element Name:** Individual Subcontractor Report Submission Date
Short Name: ISR Submission Date **Type:** SIMPLE
Format: Date
XML Name: ISRSubmissionDate
Element ID: S185 **Standard Vocabulary Reference:** SYS061
Description: Date the Individual Subcontractor Report (ISR) was submitted.
- Element Name:** Individual Subcontractor Report Submission Type Code
Short Name: ISR Submission Type Code **Type:** SIMPLE
Format: Alphanumeric minLength=4, maxLength=16
XML Name: SubmissionTypeCode
Element ID: S186 **Standard Vocabulary Reference:** SYS076
Description: Specifies if the ISR report is being submitted by the prime contractor or the subcontractor. Valid values are: 'prime contractor', 'subcontractor' and 'both'.
- Element Name:** Individual Subcontractor Report Type Code
Short Name: ISR Report Type Code **Type:** SIMPLE
Format: Alphanumeric minLength=,5 maxLength=7
XML Name: ISRReportTypeCode
Element ID: S187 **Standard Vocabulary Reference:** SYS060
Description: Determines if the Individual Subcontractor Report (ISR) is a 'regular' or a 'final' report. Valid values are : 'regular' and 'final'.
- Element Name:** Instrument ID
Short Name: Instrument ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=25
XML Name: InstrumentID
Element ID: S188 **Standard Vocabulary Reference:** CTR053
Description: Identifies the contract, agreement or order with a unique identifier.

- Element Name:** Interface Placeholder Element
Short Name: Interface Placeholder Element **Type:**
Format:
XML Name
Element ID: S450 **Standard Vocabulary Reference:**
Description: This element is only used to ensure referential integrity between the interface elements and the standard acquisition elements.
- Element Name:** Invoiced Quantity
Short Name: Invoiced Quantity **Type:** SIMPLE
Format: Quantity maxLength=15
XML Name InvoicedQuantity
Element ID: S189 **Standard Vocabulary Reference:** CTR079
Description: Quantity ordered. Element name based on UBL 1.0. Values constructed as 12 numbers to the left of the decimal point with 2 decimal points, e.g. 25970.05.
- Element Name:** Joint Certification Expiration Date
Short Name: Joint Cert Expiration Date **Type:** SIMPLE
Format: Date
XML Name JointCertExpirationDate
Element ID: S190 **Standard Vocabulary Reference:** ORG177
Description: Date on which vendor's Joint Certification (Cert) status expires.
- Element Name:** Joint Certification Program Registration Expiration Date
Short Name: JCP Registration Expiration Date **Type:** SIMPLE
Format: Date
XML Name JCPRegistrationExpirationDate
Element ID: S191 **Standard Vocabulary Reference:** ORG176
Description: Date on which Vendor's registration with Joint Certification Program (JCP) system expires.

Element Name: Key Requirements Description
Short Name: Key Requirements Description **Type:** SIMPLE
Format: Alphanumeric maxLength=2000
XML Name: KeyRequirementsDescription
Element ID: S192 **Standard Vocabulary Reference:** CTR096
Description: Description of the contract effort that identifies key technologies, components, subsystems, and requirements.

Element Name: Labor Surplus Area Country SubEntity Code
Short Name: LSA Country SubEntity Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: CountrySubEntityCode
Element ID: S193 **Standard Vocabulary Reference:** ADR014-J
Description: The state (country subentity) in which the Labor surplus area is located.

Element Name: Labor Surplus Area County Name
Short Name: LSA County Name **Type:** SIMPLE
Format: Alphanumeric maxLength=50
XML Name: LaborSurplusCountyName
Element ID: S194 **Standard Vocabulary Reference:** ADR023
Description: County Name in the Labor Surplus Area Drop down list.

Element Name: Labor Surplus Area Description
Short Name: LSA Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=300
XML Name: LaborSurplusAreaDescription
Element ID: S195 **Standard Vocabulary Reference:** ADR022
Description: Labor surplus area location details.

Element Name: Labor Surplus Area Jurisdiction Description
Short Name: LSA Jurisdiction Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=200
XML Name: LaborSurplusJurisdictionDescription
Element ID: S196 **Standard Vocabulary Reference:** ADR024
Description: Labor surplus area location details.

Element Name: Labor Surplus Area Location Indication
Short Name: LSA Location Indication **Type:** SIMPLE
Format: Boolean
XML Name: LaborSurplusAreaLocationIndication
Element ID: S197 **Standard Vocabulary Reference:** ORG102
Description: To determine if the vendor is located in any Labor Surplus Area.

Element Name: Large Business Accrued Amount
Short Name: LB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: LBAccruedAmount
Element ID: S198 **Standard Vocabulary Reference:** ORG178
Description: The actual cumulative dollar amount the contractor has awarded\paid out to meet the goals for subcontracting from the subcontracting plan approved for the contract for Large Business Concerns (LB).

Element Name: Large Business Accrued Percentage
Short Name: LB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: LBAccruedPercentage
Element ID: S199 **Standard Vocabulary Reference:** ORG179
Description: The actual percentage the contractor awarded\paid out to meet the goals for subcontracting from the subcontracting plan approved for the contract for the contract for Large Business Concerns (LB). This percentage is based on cumulative to-date amounts.

- Element Name:** Large Business Actual Percentage
Short Name: LB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: LBActualPercentage
Element ID: S200 **Standard Vocabulary Reference:** ORG180
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Large Business Concerns (LB) compared to the current prime contract value.
- Element Name:** Large Business Actual Subcontract Amount
Short Name: LB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: LBActualSubcontractAmount
Element ID: S201 **Standard Vocabulary Reference:** ORG181
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Large Business Concerns (LB).
- Element Name:** Large Business Actual Subcontract Percentage
Short Name: LB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: LBActualSubcontractPercentage
Element ID: S202 **Standard Vocabulary Reference:** ORG182
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Large Business Concerns (LB) compared to the total subcontract awards amount.
- Element Name:** Large Business Goal Percentage
Short Name: LB Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: LBGoalPercentage
Element ID: S203 **Standard Vocabulary Reference:** ORG183
Description: The percentage of the contractor's goals for subcontracting to Large Business Concerns (LB) compared to the total prime contract value.

Element Name: Large Business Subcontract Goal Amount
Short Name: LB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: LBSubcontractGoalAmount
Element ID: S204 **Standard Vocabulary Reference:** ORG184
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Large Business Concerns (LB).

Element Name: Large Business Subcontract Goal Percentage
Short Name: LB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: LBSubcontractGoalPercentage
Element ID: S205 **Standard Vocabulary Reference:** ORG185
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Large Business Concerns (LB) compared to the total planned subcontract awards.

Element Name: Last Login Date
Short Name: Last Login Date **Type:** SIMPLE
Format: Date
XML Name: LastLoginDate
Element ID: S206 **Standard Vocabulary Reference:** SYS062
Description: Date the agency contact / user last logged onto the system.

Element Name: Latest Account Authorization Date
Short Name: Latest Account Authorization Date **Type:** SIMPLE
Format: Date MMDDYYYY
XML Name: LatestAccountAuthorizationDate
Element ID: S207 **Standard Vocabulary Reference:** PAY002
Description: Effective date of Electronic Fund Transfer (EFT) account authorization in CCR in MMDDYYYY format. This date will be displayed in MM/DD/YYYY format. Note: Authorization date will be entered each time the CCR registration is updated/renewed.

Element Name: Latest Possible OrderDate
Short Name: Latest Possible OrderDate **Type:** SIMPLE
Format: Date YYYYYMMDD
XML Name: LatestPossibleOrderDate
Element ID: S208 **Standard Vocabulary Reference:** CTR031
Description: Last date on which an order may be placed against this indefinite delivery vehicle.

Element Name: Legal Name
Short Name: Legal Name **Type:** BASE
Format: Alphanumeric maxLength=120, UPPER CASE,
XML Name: LegalName
Element ID: S209 **Standard Vocabulary Reference:** ORG056-A
Description: The legal name of the business.

Element Name: Less Than 2500 Dollars Transactions Amount
Short Name: Less Than 2500 Dollars Transactions Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: LessThan2500DollarsTransactionsAmount
Element ID: S210 **Standard Vocabulary Reference:** ORG152-A
Description: The total amount spent on transactions (purchases) that were less than 2500 dollars.

Element Name: Less Than 2500 Dollars Transactions Quantity
Short Name: Less Than 2500 Dollars Transactions Quantity **Type:** SIMPLE
Format: Numeric Length=6
XML Name: LessThan2500DollarsTransactionsQuantity
Element ID: S211 **Standard Vocabulary Reference:** ORG152-A
Description: The total count of transactions (purchases) that were less than 2500 dollars.

- Element Name:** Letter Contract Indicator
Short Name: Letter Contract Indicator **Type:** SIMPLE
Format: Boolean
XML Name: LetterContractIndicator
Element ID: S212 **Standard Vocabulary Reference:** CTR060
Description: Indicates whether the award is a Letter Contract.
- Element Name:** Limited Rights Data Provider Code
Short Name: Limited Rights Data Provider Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: LimitedRightsDataProviderCode
Element ID: S213 **Standard Vocabulary Reference:** ORG103
Description: To determine if the vendor provides any data to the Government that qualifies as limited rights data or restricted computer software (FAR 52.227-15). Values values are: 0=No, 1=Yes, 2=Vendor will provide information for specific offer.
- Element Name:** Limited Rights Product Name
Short Name: Limited Rights Product Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=60
XML Name: LimitedRightsProductName
Element ID: S214 **Standard Vocabulary Reference:** ORG104
Description: Names of limited rights data or restricted computer software that vendor provides.
- Element Name:** Line Item National Stock Numbers
Short Name: Line Item NSN **Type:** SIMPLE
Format: Alphanumeric maxLength=20
XML Name: LineItemNSN
Element ID: S215 **Standard Vocabulary Reference:** PUR004
Description: National Stock Numbers (NSN) associated with the Purchase Request Line Item.

Element Name: Line Item Part Number
Short Name: Line Item Part Number **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=100
XML Name: LineItemPartNumber
Element ID: S216 **Standard Vocabulary Reference:** PUR005
Description: Part Number associated with the Purchase Request Line Item.

Element Name: Line Item Unit Of Measure
Short Name: Line Item Unit Of Measure **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: LineItemUnitOfMeasure
Element ID: S217 **Standard Vocabulary Reference:** CTR093
Description: The Unit of Measure that defines the Quantity. Note: In UBL 1.0, measureUnitCode is actually an attribute of the UnspecializedDatatype Measure.Type. Therefore, the BIE could be named Lineitem. Unit. Measure (element UnitMeasure).

Element Name: Line Total Amount
Short Name: Line Total Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: LineTotalAmount
Element ID: S218 **Standard Vocabulary Reference:** CTR064
Description: Quantity ordered times Unit Cost equal Line Total. Values constructed as 12 numbers to the left of the decimal point with 2 decimal points, e.g. 25970.05.

Element Name: Lockbox ID
Short Name: Lockbox Identification **Type:** SIMPLE
Format: Alphanumeric maxLength=20
XML Name: LockboxID
Element ID: S219 **Standard Vocabulary Reference:** PAY013
Description: Any valid alphanumeric account number assigned by a financial institute for using the Lockbox Service for Electronic Fund Transfer.

Element Name: Lower Range Fee Percent
Short Name: Lower Range Fee Percent **Type:** SIMPLE
Format: Percent maxLength=4 May include
XML Name: LowerRangeFeePercent
Element ID: S220 **Standard Vocabulary Reference:** CTR046
Description: The lower value if "Range" is chosen for the Fee for Use of Service data element.

Element Name: Lowest Offer Difference Percentage
Short Name: Lowest Offer Difference Percentage **Type:** SIMPLE
Format: Percent Length=2, Range: 00 to 20
XML Name: LowestOfferDifferencePercentage
Element ID: S221 **Standard Vocabulary Reference:** CTR100
Description: The percent difference between the award price and the lowest priced offer from a responsive, responsible non-HUBZone or non-SDB. Source: FPDS-NG (called priceEvaluationPercentDifference).

Element Name: Major Program Code
Short Name: Major Program Code **Type:** SIMPLE
Format: Alphanumeric maxLength=100
XML Name: MajorProgramCode
Element ID: S222 **Standard Vocabulary Reference:** ORG050-A
Description: Code for a major program within the agency. For an Indefinite Delivery Vehicle, this may be the name of a GWAC (e.g., ITOPS or COMMITS).

Element Name: Material Management Aggregation Code
Short Name: MMAC **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: MMAC
Element ID: S223 **Standard Vocabulary Reference:** PUR006
Description: The Material Management Aggregation Code (MMAC) associated with the Purchase Request.

Element Name: Merchant Business Type Code
Short Name: Merchant Business Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: MerchantBusinessTypeCode
Element ID: S224 **Standard Vocabulary Reference:** ORG153
Description: X = Unknown, F = For profit business, N = Non Profit Organization, U = US Government, S = State/local government, O = other.

Element Name: Merchant Category Code
Short Name: Merchant Category Code **Type:** SIMPLE
Format: Alphanumeric Length=
XML Name: MerchantCategoryCode
Element ID: S225 **Standard Vocabulary Reference:** ORG154
Description: Code describing the type of business / market the merchant services.

Element Name: Middle Name
Short Name: Middle Name **Type:** BASE
Format: Alphanumeric maxLength=25
XML Name: MiddleName
Element ID: B038 **Standard Vocabulary Reference:** CON013-A
Description: The middle name of the contact.

Element Name: Minority Institution Indication
Short Name: Minority Institution Indication **Type:** SIMPLE
Format: Boolean
XML Name: MinorityInstitutionIndication
Element ID: S226 **Standard Vocabulary Reference:** ORG074
Description: Indicates if the vendor is a Minority Institution or not.

Element Name: Minority Institution Indication
Short Name: Minority Institution Indication **Type:** SIMPLE
Format: Boolean
XML Name: MinorityInstitutionIndication
Element ID: S227 **Standard Vocabulary Reference:** ORG238
Description: Indicates if the vendor is a Minority Institution (MI) or not (0 for No and 1 for Yes).

Element Name: Modification Identification
Short Name: Modification ID **Type:** SIMPLE
Format: Alphanumeric maxLength=25
XML Name: ModificationID
Element ID: S228 **Standard Vocabulary Reference:** CTR054-A
Description: Identifies one modification for one contract, agreement or order with a unique identifier.

Element Name: Modification Type Code
Short Name: Modification Type Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: ModificationTypeCode
Element ID: S229 **Standard Vocabulary Reference:** CTR080
Description: The type of modification to an award or IDV performed by this transaction. (Values: A = Additional Work (new agreement, FAR part 6 applies); B = Supplemental Agreement for work within scope; C = Funding Only Action; D = Change Order; E = Terminate for default (complete or partial); F = Terminate for Convenience (complete or partial); G = Exercise an Option; H = Definitize Letter Contract; J = Novation Agreement; K = Close Out; L = Definitize Change Order; M = Other Administrative Action).

Element Name: More Than 2500 Dollars Transactions Amount
Short Name: More Than 2500 Dollars Transactions Amount **Type:** SIMPLE
Format: Numeric maxLength=20
XML Name: MoreThan2500DollarsTransactionsAmount
Element ID: S230 **Standard Vocabulary Reference:** ORG155-A
Description: The total amount spent on transactions (purchases) that were greater than or equal to 2500 dollars.

Element Name: MoreT han 2500 Dollars Transactions Quantity
Short Name: MoreT han 2500 Dollars Transactions Quantity **Type:** SIMPLE
Format: Numeric Length=6
XML Name: MoreThan2500DollarsTransactionsQuantity
Element ID: S231 **Standard Vocabulary Reference:** ORG155-A
Description: The total count of transactions (purchases) that were greater than or equal to 2500 dollars.

Element Name: MPIN ID
Short Name: Marketing Partner Number Identification **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: MPINID
Element ID: S232 **Standard Vocabulary Reference:** ORG042-A
Description: Marketing Partner Number (MPN) Identification is a self-defined access code that will be shared among authorized partner applications (CCR, PPIRS and FedTeDS). Must include at least one alpha and one numeric. Spaces are not allowed.

Element Name: Multi Year Indicator
Short Name: Multi Year Indicator **Type:** SIMPLE
Format: Boolean
XML Name: MultiYearIndicator
Element ID: S233 **Standard Vocabulary Reference:** CTR072
Description: A multi-year contract means a contract for the purchase of supplies or services for more than 1, but not more than 5 program years. Such contracts are issued under specific congressional authority for specific programs. A multi-year contract may provide that performance under the contract during the second and subsequent years of the contract is contingent upon the appropriation of funds, and (if it does so provide) may provide for a cancellation payment to be made to the contractor if appropriations are not made. The key distinguishing difference between multi-year contracts and multiple year contracts is that multi-year contracts buy more than 1 years requirement (of a product or service) without establishing and having to exercise an option for each program year after the first.

Element Name: Multiple Award Indicator
Short Name: Multiple Award Indicator **Type:** SIMPLE
Format: Boolean
XML Name: MultipleAwardIndicator
Element ID: S234 **Standard Vocabulary Reference:** CTR071
Description: Indicates whether the contract is one of many that resulted from a single solicitation, all of the contracts are for the same or similar items, and contracting officers are required to compare their requirements with the offerings under more than one contract or are required to acquire the requirement competitively among the awardees.

Element Name: Name
Short Name: Name **Type:** BASE
Format: Alphanumeric maxLength=75
XML Name: Name
Element ID: B039 **Standard Vocabulary Reference:** CON009-C
Description: The contractor's point of contact name.

Element Name: Native American Ethnicity Indication
Short Name: Native American Ethnicity Indication **Type:** SIMPLE
Format: Boolean
XML Name: NativeAmericanEthnicityIndication
Element ID: S235 **Standard Vocabulary Reference:** ORG107
Description: Indicates if the vendor's SDB ethnicity is Native American or not (0 for No and 1 for Yes).

Element Name: Non Compete Reason Code
Short Name: Non Compete Reason Code **Type:** SIMPLE
Format: Alphanumeric maxLength=3
XML Name: NonCompeteReasonCode
Element ID: S236 **Standard Vocabulary Reference:** CTR082
Description: The designator for solicitation procedures other than full and open competition pursuant to FAR 6.3. A = Full and Open Competition; B = Not Available for Competition; C = Not Competed; D = Full and Open Competition after exclusion of sources; E = Follow On to Competed Action; F = Competed under SAT; G = Not Competed under SAT; CDO = Competitive Delivery Order; NDO = Non-Competitive Delivery Order. Note: See FPDS-NG data dictionary for greater detail.

Element Name: Non Domestic Produc Description
Short Name: Non Domestic Produc Description **Type:** SIMPLE
Format: Alphanumeric maxLength=100
XML Name: NonDomesticProductDescription
Element ID: S237 **Standard Vocabulary Reference:** PRD013
Description: Vendor's response to determine the product description of end products delivered to the Government by its foreign (non-domestic) end products? (FAR 52.225-2),(FAR 52.225-4),(FAR 52.225-6).

Element Name: Non Profit Indication
Short Name: Non Profit Indication **Type:** SIMPLE
Format: Boolean
XML Name: NonProfitIndication
Element ID: S238 **Standard Vocabulary Reference:** ORG186
Description: Indicated if the organization is a non-profit corporation (chapter C).

Element Name: Non Standard Occupation Description
Short Name: Non Standard Occupation Description **Type:** SIMPLE
Format: Alphanumeric maxLength=2,147,483,647
XML Name: NonStandardOccupationDescription
Element ID: S239 **Standard Vocabulary Reference:** WAG019
Description: A description of the non-standard occupation offered by the vendor that apply to the wage Determination (WD).

Element Name: Non Standard Occupation ID
Short Name: Non Standard Occupation Identification **Type:** SIMPLE
Format: Numeric maxLength=10, whole number
XML Name: NonStandardOccupationID
Element ID: S240 **Standard Vocabulary Reference:** WAG020
Description: Identity of non-standard occupation that applies to the Wage Determination (WD). Valid range is 1 through 2,147,483,647.

Element Name: Non Standard Occupation Name
Short Name: Non Standard Occupation Name **Type:** SIMPLE
Format: Alphanumeric maxLength=256
XML Name: NonStandardOccupationName
Element ID: S241 **Standard Vocabulary Reference:** WAG021
Description: The name of the non standard occupation that applies to the Wage Determination (WD).

Element Name: Non US Telephone
Short Name: Non US Telephone **Type:** BASE
Format: Alphanumeric maxLength=25
XML Name: NonUSTelephone
Element ID: B040 **Standard Vocabulary Reference:** CON019-A
Description: The international number or virtual address of a telephone in a telecommunication system of the person given as contact.

Element Name: North American Industry Classification / Standard Industry Classification
Short Name: NAICS SIC Toxic Facility Usage Indication **Type:** SIMPLE
Format: Boolean
XML Name: NAICSSICToxicFacilityUsageIndication
Element ID: S242 **Standard Vocabulary Reference:** ORG106
Description: Indicates if the vendor facilities that manufacture/process/use toxic chemicals in SIC Groups 20-39 or NAICS Sectors 31-33 or not (0 for No and 1 for Yes).

- Element Name:** North American Industry Classification Small Business Code
Short Name: NAICS SB Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: NAICSSBCode
Element ID: S243 **Standard Vocabulary Reference:** ORG105
Description: Indicates if the vendor, for the given NAICS qualifies to be a small business concern or not. Valid values are: 0 for No, 1 for Yes and 2 for Unable to determine.
- Element Name:** North American Industry Classification Small Business Employee Criteria
Short Name: NAICS SB Employee Criteria **Type:** SIMPLE
Format: Numeric Length=6
XML Name: NAICSSBEmployeeCriteria
Element ID: S244 **Standard Vocabulary Reference:** ORG140
Description: Indicates the average number of employee criteria for the NAICS (if any) to determine if the vendor is a small business (SB) concern or not.
- Element Name:** North American Industry Classification Small Business Size Criteria
Short Name: NAICS SB Size Criteria Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=100
XML Name: NAICSSBSizeCriteriaDescription
Element ID: S245 **Standard Vocabulary Reference:** ORG142
Description: Specifies the exact size criteria for a given NAICS (if any) to determine if the vendor is a small business (SB) concern or not.
- Element Name:** North American Industry Classification Small Disadvantaged Business Income
Short Name: NAICS SDB Income Criteria **Type:** SIMPLE
Format: Numeric maxlength=20
XML Name: NAICSSDBIncomeCriteria
Element ID: S246 **Standard Vocabulary Reference:** ORG141
Description: Indicates the average annual income criteria for the NAICS (if any) to determine if the vendor is a small disadvantage business (SDB) concern or not.

Element Name: North American Industry Classification System Code
Short Name: NAICS Code **Type:** SIMPLE
Format: Alphanumeric Length=6
XML Name: NAICSCode
Element ID: S247 **Standard Vocabulary Reference:** PRD003-A
Description: The North American Industry Classification System (NAICS) codes designate major sectors of the economies of Mexico, Canada, and the United States. Source: NAICS manual. See <http://www.census.gov/epcd/www/naics.html>.

Element Name: North American Industry Classification System Code
Short Name: NAICS Code **Type:** BASE
Format: Alphanumeric Length=6
XML Name: NAICSCode
Element ID: B021 **Standard Vocabulary Reference:** PRD003-A
Description: The North American Industry Classification System (NAICS) codes designate major sectors of the economies of Mexico, Canada, and the United States. Source: NAICS manual. See <http://www.census.gov/epcd/www/naics.html>.

Element Name: Obligation Date
Short Name: Obligation Date **Type:** SIMPLE
Format: Date MMYYYY
XML Name: ObligationDate
Element ID: S248 **Standard Vocabulary Reference:** CTR033
Description: Calendar month and fiscal year in which the obligation was recorded.

Element Name: Obligation Identification
Short Name: Obligation ID **Type:** SIMPLE
Format: Alphanumeric maxLength=11
XML Name: ObligationID
Element ID: S249 **Standard Vocabulary Reference:** CTR055
Description: Obligation number that corresponds with this order. If same as the order number in IGT, enter the order number here as well.

Element Name: Offerors Quantity
Short Name: Offerors Quantity **Type:** SIMPLE
Format: Numeric maxLegth=3
XML Name: OffersQuantity
Element ID: S250 **Standard Vocabulary Reference:** SOL015
Description: The number of actual offers/bids received in response to the solicitation.

Element Name: Office of Naval Research Contract Administration Indication
Short Name: ONR Contract Administration Indication **Type:** SIMPLE
Format: Boolean
XML Name: ONRContractAdministrationIndication
Element ID: S251 **Standard Vocabulary Reference:** CTR117
Description: Indicator to determine if a contract is being managed by Office of Naval Research (ONR). Valid values are: 0=No and 1=Yes.

Element Name: Office of Naval Research Region Code
Short Name: ONR Region Code **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: ONRRRegionCode
Element ID: S252 **Standard Vocabulary Reference:** CTR118
Description: Code used to identify the Office of Naval Research (ONR) region.

Element Name: Operations End Date
Short Name: Operations End Date **Type:** SIMPLE
Format: Date YYYYMMDD
XML Name: OperationsEndDate
Element ID: S253 **Standard Vocabulary Reference:** ORG024
Description: The last date the data may be used (i.e., contracting office goes out of existence or effective date for a change that makes this record obsolete).

Element Name: Operations Start Date
Short Name: Operations Start Date **Type:** SIMPLE
Format: Date YYYYYMMDD
XML Name: OperationsStartDate
Element ID: S254 **Standard Vocabulary Reference:** ORG065
Description: The start date of all actions performed by the contracting office. Start date is the earliest date the data may be used (i.e., contracting office came into existence or effective date for a change in the data.

Element Name: Order Amount
Short Name: Order Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: OrderAmount
Element ID: S255 **Standard Vocabulary Reference:** CTR008
Description: Total amount of order. Must equal the total of all detail lines and must equal the total of all accounting lines. Values constructed as 12 numbers to the left of the decimal point with 2 decimal positions, e.g. 25970.05. Do not include commas or dollar signs.

Element Name: Order Date
Short Name: Order Date **Type:** SIMPLE
Format: Date MMDDYYYY
XML Name: OrderDate
Element ID: S256 **Standard Vocabulary Reference:** CTR034
Description: Calendar date that order is placed.

Element Name: Order Identification
Short Name: Order ID **Type:** SIMPLE
Format: Alphanumeric maxLength=25
XML Name: OrderID
Element ID: S257 **Standard Vocabulary Reference:** CTR056-A
Description: Contract number associated with the Service Contract Act (SCA) Wage Determination (WD).

Element Name: Order Line Number
Short Name: Order Line Number **Type:** SIMPLE
Format: Numeric Length=3
XML Name: OrderLineNumber
Element ID: S258 **Standard Vocabulary Reference:** CTR063-A
Description: Contracts appropriate line item number.

Element Name: Order Procedure
Short Name: Order Procedure **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=1000
XML Name: OrderProcedure
Element ID: S259 **Standard Vocabulary Reference:** CTR075
Description: For initial load of IDV, describe ordering procedures, unless included in the government website listed in the "Web Site URL" data element.

Element Name: Order Requiring Program Identification
Short Name: Order Requiring Program ID **Type:** SIMPLE
Format: Alphanumeric Length=8
XML Name: ID
Element ID: S260 **Standard Vocabulary Reference:** ORG013-E
Description: Unique identifier of the major program/mission activity for which the order is required (Purpose is to tie the budget execution to the performance of activity).

Element Name: Organization Type Code
Short Name: Organization Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: TypeCode
Element ID: S261 **Standard Vocabulary Reference:** ORG071
Description: Represents the Organization Type as defined in CCR (which in turn is based on definitions from IRS). Examples of Organization Type include Corporate Entity, Not Tax Exempt; Corporate Entity, Tax Exempt; Partnership; Sole Proprietorship; U.S. Government Entity; Federal Government; etc. Valid codes are defined in CCR.

Element Name: Other Statutory Authority Description
Short Name: Other Statutory Authority Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=1000
XML Name: OtherStatutoryAuthorityDescription
Element ID: S262 **Standard Vocabulary Reference:** CTR087
Description: Indicates whether the transaction is subject to other statutory authority. For the initial load of a Multi-Agency Contract or other IDC, enter the citation for the law, if the award is authorized pursuant to legislation other than the Economy Act.

Element Name: Owner Name
Short Name: Owner Name **Type:** BASE
Format: Alphanumeric maxLength=55
XML Name: OwnerName
Element ID: B041 **Standard Vocabulary Reference:** ORG078
Description: Contractor Owner's name.

Element Name: Owner Social Security Number Identification
Short Name: Owner SSN ID **Type:** SIMPLE
Format: Numeric Length=9
XML Name: OwnerSSNID
Element ID: S263 **Standard Vocabulary Reference:** ORG046
Description: Represents the Social Security Number as full 9 digit value assigned to an individual by the US Government, used when taxpayer ID number (TIN) is not available. Used only on a USA trading partner profile with an organizational type of "Sole Proprietorship" in CCR.

Element Name: Parent Austin Tetra Identification
Short Name: Parent Austin Tetra ID **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: AustinTetraID
Element ID: S264 **Standard Vocabulary Reference:** ORG149-B
Description: The A-T Number® is a unique nine-digit identification registration number from the Austin Tetra Supplier Diversity Program. Program requires meeting the certification and registration requirements as one of the supplier classifications listed in the Supplier Registration page.

Element Name: Parent DUNS Identification
Short Name: Parent DUNS ID **Type:** SIMPLE
Format: Alphanumeric Length=9, Must meet D&B
XML Name: ParentDUNSID
Element ID: S265 **Standard Vocabulary Reference:** ORG043-A
Description: Represents a unique nine character identification number called Data Universal Numbering System (DUNS) number for the parent organization provided by the commercial company Dun & Bradstreet (D&B).

Element Name: Parent Government Sales Contact Address
Short Name: Parent Govt Sales Contact Address **Type:** COMPLEX
Format: Structure
XML Name: ParentGovernmentSalesContactAddress
Element ID: C024 **Standard Vocabulary Reference:**
Description: The contractor's point of contact (POC) address information for government (Gov) sales for the parent company.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Parent Government Sales Contact Name
Short Name: Parent Govt Sales Contact Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=75
XML Name: Name
Element ID: S266 **Standard Vocabulary Reference:** CON009-V
Description: The name of the contractor's point of contact (POC) who is the person in the company responsible for marketing and sales with the Government (Gov).

Element Name: Parent Legal Name
Short Name: Parent Legal Name **Type:** SIMPLE
Format: Alphanumeric maxLength=120
XML Name: LegalName
Element ID: S267 **Standard Vocabulary Reference:** ORG056-D
Description: Parent Company Name derived based on Parent_duns data from CCR. Vendor can update the data if necessary.

Element Name: Parent Organization Contact Address
Short Name: Parent Organization Contact Address **Type:** COMPLEX
Format: Structure
XML Name: ParentOrganizationContactAddress
Element ID: C025 **Standard Vocabulary Reference:**
Description: The point of contact (POC) address for the parent company of a vendor.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Parent Organization Contact Name
Short Name: Parent Organization Contact Name **Type:** SIMPLE
Format: Alphanumeric maxLength=75
XML Name: Name
Element ID: S268 **Standard Vocabulary Reference:** CON009-P
Description: The CCR point of contact (POC) in the parent company (Provided by Dunn & Bradstreet).

Element Name: Parent Tax Identification Number Identification
Short Name: Parent TIN ID **Type:** SIMPLE
Format: Numeric Length=9
XML Name: TINID
Element ID: S269 **Standard Vocabulary Reference:** ORG026-C
Description: Parent company TIN identifier. See data element B028 for full definition.

Element Name: Password Identification
Short Name: Password ID **Type:** BASE
Format: Alphanumeric minLength=8, maxLength=20
XML Name: PasswordID
Element ID: B022 **Standard Vocabulary Reference:** SYS015-A
Description: User defined password to access a system.

Element Name: Past Performance Contact
Short Name: Past Performance Contact **Type:** COMPLEX
Format: Structure
XML Name: PastPerformanceContact
Element ID: C026 **Standard Vocabulary Reference:**
Description: A company's past performance point of contact (POC) information used for a USA location.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Past Performance Contact Address
Short Name: Past Performance Contact Address **Type:** COMPLEX
Format: Structure
XML Name: PastPerformanceContactAddress
Element ID: C027 **Standard Vocabulary Reference:**
Description: Addresss information for a company's past performance POC used for a USA location.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Payment Account Identification
Short Name: Payment Account ID **Type:** SIMPLE
Format: Alphanumeric maxLength=30
XML Name: AccountID
Element ID: S270 **Standard Vocabulary Reference:** PAY011
Description: Any valid number containing an account number of valid financial institutes checking or savings account. Must be used for USA trading partners.
 Note: If a waiver has been entered then this field should have "WAIVER" in it.

Element Name: Payment Account Type Code
Short Name: Payment Account Type **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: AccountCode
Element ID: S271 **Standard Vocabulary Reference:** PAY003
Description: A code used to specify the type of account used for payments. A 'C' for checking or 'S' for saving.

Element Name: Payment Code
Short Name: Payment Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: PaymentCode
Element ID: S272 **Standard Vocabulary Reference:** PAY012
Description: Enter one character as follows: A = Advance Payment, R = Upon Receipt, M = Monthly Payment, D = Deposit Account.

Element Name: Performance Based Service Contract Code
Short Name: PBSC Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: PBSCCode
Element ID: S273 **Standard Vocabulary Reference:** CTR076
Description: Indicates whether the contract is a Performance Based Service Contract (PBSC) as defined by FAR 37.601. Y = This is a contract for services and 80% or more of the requirement is specified as a performance requirement; N = This is a contract for services and less than 80% of the requirement is specified as a performance requirement; * = Not Applicable.

Element Name: Postal Zone
Short Name: Postal Zone **Type:** BASE
Format: Alphanumeric maxLength=35
XML Name: PostalZone
Element ID: B023 **Standard Vocabulary Reference:** ADR017-A
Description: The identifier for one or more properties according to the postal service of that country; a group of letters and/or numbers added to the postal address to assist in the sorting of mail. This is more generic than USPostalZonePlus4 since it will accommodate foreign postal zone designations as well as either the 5-digit or 5+4 US zip codes.

Element Name: PreAward Synopsis Requirements Indicator
Short Name: PreAward Synopsis Requirements Indicator **Type:** SIMPLE
Format: Boolean
XML Name: PreAwardSynopsisRequirementsIndicator
Element ID: S274 **Standard Vocabulary Reference:** CTR077
Description: A code that indicates whether the synopsis requirements of FAR Subpart 5.2 were followed.

Element Name: Preference Type Code
Short Name: Preference Type Code **Type:** SIMPLE
Format: Alphanumeric Length=6
XML Name: PreferenceTypeCode
Element ID: S275 **Standard Vocabulary Reference:** CTR108
Description: The designator for type of preference determined for the contract action.

Element Name: Previous Business Contact Address
Short Name: Previous Business Contact Address **Type:** COMPLEX
Format: Structure
XML Name: PreviousBusinessContactAddress
Element ID: C028 **Standard Vocabulary Reference:**
Description: Address information of the POC of Previous Business Name.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Previous Business Contact Name
Short Name: Previous Business Contact Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=75
XML Name: Name
Element ID: S276 **Standard Vocabulary Reference:** CON009-R
Description: Point of contact (POC) of Previous Business Name.

Element Name: Primary Manufacturing Code
Short Name: Primary Manufacturing Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: PrimaryManufacturingCode
Element ID: S277 **Standard Vocabulary Reference:** PRD007
Description: When product has substantial foreign components or services are performed by foreign entities, this field indicates whether the product is still technically a U.S. product. Valid values: A = US,; B = Foreign; Blank = Neither US nor Foreign; see FPDS-NG Data Dictionary for complete explanation.

Element Name: Prime Contractor Local Union Name
Short Name: Prime Contractor Local Union Name **Type:** SIMPLE
Format: Alphanumeric maxLength=64
XML Name: LocalUnionName
Element ID: S278 **Standard Vocabulary Reference:** ORG239-A
Description: The name of the Union whose members are working on the prime contract for which the Service Contract Act (SCA) Wage Determination (WD) applies.

Element Name: Prime Contractor Legal Name
Short Name: Prime Contractor Legal Name **Type:** SIMPLE
Format: Alphanumeric maxLength=120
XML Name: LegalName
Element ID: S279 **Standard Vocabulary Reference:** ORG056-F
Description: The legal name of the Prime contractor.

Element Name: Principal Place of Performance Address

Short Name: Principal POP Address

Type: COMPLEX

Format: Structure

XML Name: PrincipalPlaceofPerformanceAddress

Element ID: C029

Standard Vocabulary Reference:

Description: Address information for the principal place of performance of a contract.

	SubElement Name	Related Base Element ID
1	Street	B027
10	Location Code	
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	US Zip Code	B031
6	US Postal Zone Plus4	B046
7	Postal Zone	B023
8	Country Identification Code	B008
9	Country Name	B035

Element Name: Prior US Federal Acquisition Regulation 52 Award Indication

Short Name: Prior US FAR52 Award Indication

Type: SIMPLE

Format: Boolean

XML Name: PriorUSFAR52AwardIndication

Element ID: S280

Standard Vocabulary Reference: ORG108

Description: Indicates if the vendor has any held previous contracts/subcontracts subject to Federal Acquisition Regulation (FAR) 52.222 or not (0 for No and 1 for Yes).

Element Name: Procurement Action Description
Short Name: Procurement Action Description **Type:** SIMPLE
Format: Alphanumeric minLength=1,
XML Name ProcurementActionDescription
Element ID: S281 **Standard Vocabulary Reference:** SOL004
Description: The narrative description of the procurement action.

Element Name: Procurement Action Long Description
Short Name: Procurement Action Long Description **Type:** Simple
Format: Alphanumeric Maxlength=24,000
XML Name ProcurementActionLongDescription
Element ID: S449 **Standard Vocabulary Reference:**
Description: Thecomplete narrative description of the procurement action.

Element Name: Product Service Code Description
Short Name: PSC Description **Type:** SIMPLE
Format: Alphanumeric maxLength=100
XML Name PSCDescription
Element ID: S282 **Standard Vocabulary Reference:** PRD004
Description: A description of the product or service designated by the Product and Service code (PSC) as per the manual. See <http://fpdcapp.gsa.gov/pls/fpdsweb/PscWiz>.

Element Name: Product and Service Code
Short Name: PSC Code **Type:** BASE
Format: Alphanumeric Length=4
XML Name PSCCode
Element ID: B024 **Standard Vocabulary Reference:** PRD005-A
Description: The code that best identifies the product or service procured. Codes are defined in the Product and Service Codes (PSC) Manual. See <http://fpdcapp.gsa.gov/pls/fpdsweb/PscWiz>.

- Element Name:** Product Description
Short Name: Product Description **Type:** SIMPLE
Format: Alphanumeric maxLength=255
XML Name: Description
Element ID: S283 **Standard Vocabulary Reference:** PRD014-A
Description: 'A description of the product or service provided.
- Element Name:** Program Execution Organization ID
Short Name: Program Execution Organization Identification **Type:** SIMPLE
Format: Alphanumeric Length=8
XML Name: ID
Element ID: S284 **Standard Vocabulary Reference:** ORG013-F
Description: Code/Indicator for the organizational entity that will be using the items purchased to execute the program or mission activity identified. If same as the Funding Organization, enter the funding organization here also.
- Element Name:** Project Number
Short Name: Project Number **Type:** SIMPLE
Format: Alphanumeric maxLength=30
XML Name: ProjectNumber
Element ID: S285 **Standard Vocabulary Reference:** PUR008
Description: Project Number associated with the purchase request.
- Element Name:** Purchase Request Identification
Short Name: PR ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=30
XML Name: PRID
Element ID: S286 **Standard Vocabulary Reference:** PUR001
Description: Purchase Request number - unique identifier.

Element Name: Purchase Request Nomenclature
Short Name: Purchase Request Nomenclature **Type:** SIMPLE
Format: Alphanumeric maxLength=50, system
XML Name: Nomenclature
Element ID: S287 **Standard Vocabulary Reference:** PUR007
Description: Nomenclature associated with the purchase request.

Element Name: Purchase Transaction Fiscal Month
Short Name: Purchase Transaction Fiscal Month **Type:** SIMPLE
Format: Numeric MM
XML Name: PurchaseTransactionFiscalMonth
Element ID: S288 **Standard Vocabulary Reference:** CTR030
Description: Number of the fiscal month in which purchase transaction is recorded in the general ledger.

Element Name: Receiving Party Identification
Short Name: Receiving Party ID **Type:** SIMPLE
Format: Alphanumeric Length=15
XML Name: ID
Element ID: S289 **Standard Vocabulary Reference:** ORG013-A
Description: A code identifying party receiving transmission; codes agreed to by trading partners. Mandatory if ENE entered in CCR. Originally called Application Rcvrs Code (TXN06).

Element Name: Recovered Material Clause Code
Short Name: Recovered Material Clause Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: RecoveredMaterialClauseCode
Element ID: S290 **Standard Vocabulary Reference:** CTR083
Description: Designates whether Recovered Material Certification and/or Estimate of Percentage of Recovered Material Content for EPA-Designated Products clauses were included in the contract. A = FAR 52.223-4 Included; B = FAR 52.223-4 and FAR 52.223-9 Included; C = No Clauses Included.

Element Name: Referenced Procurement Instrument Document Identifier
Short Name: Referenced PIID **Type:** SIMPLE
Format: Alphanumeric maxLength=25
XML Name: ReferencedPIID
Element ID: S291 **Standard Vocabulary Reference:** CTR057-A
Description: When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Procurement Instrument Document (PID) Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS.

Element Name: Region Code
Short Name: Region Code **Type:** SIMPLE
Format: Alphanumeric Length=2
XML Name: RegionCode
Element ID: S292 **Standard Vocabulary Reference:** ORG059-A
Description: The area specific code for each region. Source: Agency Administrator. Note: This originally came from FPDS-NG but does not appear to be used anymore. It is also unclear whether these 2-character codes are simply state codes or something else.

Element Name: Registrant Contact Electronic Mail
Short Name: Registrant Contact Electronic Mail **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=80
XML Name: ElectronicMail
Element ID: S293 **Standard Vocabulary Reference:** CON007-D
Description: Email of the person who is trying to register with the system. Common for data specialists, buyers, vendors and administrators.

Element Name: Registration Comments
Short Name: Registration Comments **Type:** SIMPLE
Format: Alphanumeric maxLength=500
XML Name: RegistrationComments
Element ID: S294 **Standard Vocabulary Reference:** ORG060
Description: Comments that user provides while registering. Meant for user communication with ARO. Note: The source of this element is not clear but FedReg is likely since Agency Registration Official is used there.

Element Name: Registration Completion Indicator
Short Name: Registration Completion Indicator **Type:** SIMPLE
Format: Boolean
XML Name: RegistrationCompletionIndicator
Element ID: S295 **Standard Vocabulary Reference:** ORG145
Description: Indicates if the registration is complete or not.

Element Name: Registration Expiration Date
Short Name: Registration Expiration Date **Type:** SIMPLE
Format: Date YYYYMMDD
XML Name: RegistrationExpirationDate
Element ID: S296 **Standard Vocabulary Reference:** ORG146
Description: The Date the registration for an organization will expire. This date will change with each update transaction processed against the TPP. Display format MM/DD/YYYY differs from internal format. Source CCR, element Expiration Date.

Element Name: Remittance Address
Short Name: Remittance Address **Type:** COMPLEX
Format: Structure
XML Name: RemittanceAddress
Element ID: C030 **Standard Vocabulary Reference:**
Description: The address where the vendor would like a paper check mailed in the event of EFT transfer does not work.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Remittance Address Contact Name
Short Name: Remittance Address Contact Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=75
XML Name: Name
Element ID: S297 **Standard Vocabulary Reference:** CON009-T
Description: Vendor point of contact (POC) in the event of EFT transfer does not work.

Element Name: Research Type Code
Short Name: Research Type Code **Type:** SIMPLE
Format: Alphanumeric Length=3
XML Name: ResearchTypeCode
Element ID: S298 **Standard Vocabulary Reference:** CTR109
Description: The designator for type of research determined for the contract action.

Element Name: Revenue Amount
Short Name: Revenue Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: RevenueAmount
Element ID: S299 **Standard Vocabulary Reference:** PAY004
Description: The amount of Revenue that is applied to this Accounting Line Detail. Currency values use 12 numbers to the left of the decimal point with 2 decimal positions, e.g. 25970.05. Do not include commas or dollar signs.

Element Name: Revenue Earning Organization Identification
Short Name: Revenue Earning Organization ID **Type:** SIMPLE
Format: Alphanumeric maxLength=8
XML Name: IDCode
Element ID: S300 **Standard Vocabulary Reference:** ORG062
Description: Code/indicator for organizational entity that will earn the revenue. If same as the collection organization, enter collection organization here also.

Element Name: Revenue Fiscal Period End Date
Short Name: Revenue Fiscal Period End Date **Type:** SIMPLE
Format: Date MMYYYY
XML Name: RevenueFiscalPeriodEndDate
Element ID: S301 **Standard Vocabulary Reference:** CTR036
Description: Ending period for which revenue was earned.

Element Name: Revenue Fiscal Period Start Date
Short Name: Revenue Fiscal Period Start Date **Type:** SIMPLE
Format: Date MMYYYY
XML Name: RevenueFiscalPeriodStartDate
Element ID: S302 **Standard Vocabulary Reference:** CTR038
Description: Beginning period for which revenue was earned.

Element Name: Revenue Transaction Fiscal Month
Short Name: Revenue Transaction Fiscal Month **Type:** SIMPLE
Format: Numeric MM
XML Name: RevenueTransactionFiscalMonth
Element ID: S303 **Standard Vocabulary Reference:** CTR037
Description: Number of the fiscal month in which revenue transaction was recorded in the general ledger.

Element Name: Revised Completion Date
Short Name: Revised Completion Date **Type:** SIMPLE
Format: Date MM/DD/YYYY
XML Name: RevisedCompletionDate
Element ID: S304 **Standard Vocabulary Reference:** CTR032
Description: Revised date when the contract was completed.

Element Name: Sea Transportation Code
Short Name: Sea Transportation Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: SeaTransportationCode
Element ID: S305 **Standard Vocabulary Reference:** CTR085
Description: A code designating whether the contractor anticipates some of the supplies may be transported by sea. Y= Yes; N = No; U = Unknown; Blank = n/a. Note: See FPDS-NG data dictionary for greater detail.

Element Name: Seller Appropriation Identification
Short Name: Seller Appropriation ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=27
XML Name: SellerAppropriationID
Element ID: S306 **Standard Vocabulary Reference:** FIN002
Description: Appropriation that will receive the collection of funds. Full symbol must be entered.

Element Name: Seller Or Buyer Code
Short Name: Seller Or Buyer Code **Type:** SIMPLE
Format: Numeric Length=1
XML Name: SellerOrBuyerCode
Element ID: S307 **Standard Vocabulary Reference:** ORG072
Description: Business Type:, 0 for Not Selected, 1 for Seller, 2 for Buyer, 3 for Seller and Buyer.

Element Name: Sending Party ID
Short Name: Sending Party Identification **Type:** SIMPLE
Format: Alphanumeric Length=16
XML Name: ID
Element ID: S308 **Standard Vocabulary Reference:** ORG013-B
Description: A code identifying party sending transmission; codes agreed to by trading partners. Mandatory if ENE entered in CCR. Originally called Applications Sndrs Code (TXN07).

Element Name: Service Class Type Code
Short Name: Service Class Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: ServiceClassTypeCode
Element ID: S309 **Standard Vocabulary Reference:** PRD008
Description: One alphabetic code or a two-digit code for service or supply that the synopsis should be listed under.

Element Name: Service Contract Act Indicator
Short Name: Service Contract Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: ServiceContractActIndicator
Element ID: S310 **Standard Vocabulary Reference:** CTR086
Description: Indicates whether the transaction is subject to Service Contract Act.

Element Name: Service Contract Act Low Fringe Indication
Short Name: SCA Low Fringe Indication **Type:** SIMPLE
Format: Boolean
XML Name: SCALowFringeIndication
Element ID: S311 **Standard Vocabulary Reference:** WAG025
Description: Indicator that Service Contract Act (SCA) Wage Determination (WD) is performed at the low fringe benefit rate.

Element Name: Service Contract Act Wage Determination Amedned Date
Short Name: SCA Wage Determination Amedned Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: AmendedDate
Element ID: S312 **Standard Vocabulary Reference:** WAG002
Description: The date the Service Contract Act (SCA) Wage Determination (WD) was amended.

Element Name: Service Contract Act Wage Determination Document FileName
Short Name: SCA Wage Determination Document FileName **Type:** SIMPLE
Format: Alphanumeric maxLength=16
XML Name: DocumentFileName
Element ID: S313 **Standard Vocabulary Reference:** WAG007-B
Description: The name of the text file containing the Service Contract Act (SCA) Wage Determination (WD).

Element Name: Service Contract Act Wage Determination End Date
Short Name: SCA Wage Determination End Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: EndDate
Element ID: S314 **Standard Vocabulary Reference:** WAG010
Description: The Ending date of the Service Contract Act (SCA) Wage Determination (WD).

Element Name: Service Contract Act Wage Determination Local Union Identification
Short Name: SCA Wage Determination Local Union ID **Type:** SIMPLE
Format: Alphanumeric maxLength=8
XML Name: LocalUnion
Element ID: S315 **Standard Vocabulary Reference:** WAG017
Description: The number identifying the Union whose members are working on the contract for which the Service Contract Act (SCA) Wage Determination (WD) applies.

Element Name: Service Contract Act Wage Determination Start Date
Short Name: SCA Wage Determination Start Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: StartDate
Element ID: S316 **Standard Vocabulary Reference:** WAG030
Description: The starting time of the Service Contract Act (SCA) Wage Determination (WD).

Element Name: Service Contract Actt Wage Determination Revision Identification
Short Name: SCA Wage Determination Revision ID **Type:** SIMPLE
Format: Numeric maxLength=4, whole number
XML Name: RevisionID
Element ID: S317 **Standard Vocabulary Reference:** WAG024-D
Description: The Revision number of the Service Contract Act (SCA) Wage Determination (WD). Valid range is: 1 through 9999

Element Name: Service Contract Pricing Indication
Short Name: Service Contract Pricing Indication **Type:** SIMPLE
Format: Boolean
XML Name: ServiceContractPricingIndication
Element ID: S318 **Standard Vocabulary Reference:** ORG116
Description: Question to determine if the vendor provide services furnished at prices which are, or are based on, established catalog or market prices after the vendor certifies that it provides maintenance, calibration, and/or repair of information technology, scientific equipment.

Element Name: Service Disabled Veteran Owned Indication
Short Name: SDVO Indication **Type:** SIMPLE
Format: Boolean
XML Name: SDVOIndication
Element ID: S319 **Standard Vocabulary Reference:** ORG115-A
Description: Indicates if the vendor is a Service Disabled Veteran Owned Business (SDVO) Concern or not (0 for No and 1 for Yes).

Element Name: Service Disabled Veteran Owned Small Business Accrued Amount
Short Name: SDVO SB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDVOSBAccruedAmount
Element ID: S320 **Standard Vocabulary Reference:** ORG203
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns.

Element Name: Service Disabled Veteran Owned Small Business Accrued Percentage
Short Name: SDVO SB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDVOSBAccruedPercentage
Element ID: S321 **Standard Vocabulary Reference:** ORG204
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns. This percentage is based on cumulative to-date.

Element Name: Service Disabled Veteran Owned Small Business Actual Percentage
Short Name: SDVO SB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDVOSBActualPercentage
Element ID: S322 **Standard Vocabulary Reference:** ORG205
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns compared to the current prime contract value.

Element Name: Service Disabled Veteran Owned Small Business Actual Subcontract Amount
Short Name: SDVO SB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDVOSBActualSubcontractAmount
Element ID: S323 **Standard Vocabulary Reference:** ORG206
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns.

Element Name: Service Disabled Veteran Owned Small Business Actual Subcontract
Short Name: SDVO SB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDVOSBActualSubcontractPercentage
Element ID: S324 **Standard Vocabulary Reference:** ORG207
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns compared to the total subcontract awards amount.

Element Name: Service Disabled Veteran Owned Small Business Goal Percentage
Short Name: SDVO SB Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDVOSBGoalPercentage
Element ID: S325 **Standard Vocabulary Reference:** ORG208
Description: The percentage of the contractor's goals for subcontracting to Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns compared to the total prime contract value.

Element Name: Service Disabled Veteran Owned Small Business Status Code
Short Name: SDVO SB Status Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: SDVOSBStatusCode
Element ID: S326 **Standard Vocabulary Reference:** ORG114
Description: Indicates if the vendor, for the given NAICS qualifies to be a Service Disabled Veteran Owned (SDVO) Small Business (SB) Concern or not. Valid values are: 0 for No, 1 for Yes and 2 for Unable to determine.

Element Name: Service Disabled Veteran Owned Small Business Subcontract Goal Amount
Short Name: SDVO SB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDVOSBSubcontractGoalAmount
Element ID: S327 **Standard Vocabulary Reference:** ORG209
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns.

Element Name: Service Disabled Veteran Owned Small Business Subcontract Goal
Short Name: SDVO SB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDVOSBSubcontractGoalPercentage
Element ID: S328 **Standard Vocabulary Reference:** ORG210
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Service Disabled Veteran-Owned Small Business (SDVOSB) Concerns compared to the total planned subcontract awards.

Element Name: Service Fee Code
Short Name: Service Fee Code **Type:** SIMPLE
Format: Alphanumeric maxLength=3
XML Name: ServiceFeeCode
Element ID: S329 **Standard Vocabulary Reference:** CTR047
Description: List of administrative fees charged for using an Indefinite Delivery Vehicle other than Federal Supply Schedule (FSS) Vehicle. (The fees can be one of the following format: 1) FIX - Fixed, 2) RVA - Range - Varies by amount, 3) RVO - Range - Varies by Other Factor and 4) NO - No Fee).

Element Name: Set Aside Business Type
Short Name: Set Aside Business Type **Type:** SIMPLE
Format: Alphanumeric Length=
XML Name: SetAsideBusinessType
Element ID: S330 **Standard Vocabulary Reference:** SOL007
Description: Identify set-aside acquisitions.

Element Name: Set Aside Type Code
Short Name: Set Aside Type Code **Type:** SIMPLE
Format: Alphanumeric Length=10
XML Name: SetAsideTypeCode
Element ID: S331 **Standard Vocabulary Reference:** CTR110
Description: The designator for type of set aside determined for the contract actions.

Element Name: Sheltered Workshop Indication (JWOD Provider)
Short Name: Sheltered Workshop Indication **Type:** SIMPLE
Format: BOOLEAN
XML Name: ShelteredWorkshopIndicator
Element ID: S446 **Standard Vocabulary Reference:**
Description:

Element Name: Simplified Acquisition Procedure Indicator
Short Name: Simplified Acquisition Procedure Indicator **Type:** SIMPLE
Format: Boolean
XML Name: SimplifiedAcquisitionProcedureIndicator
Element ID: S332 **Standard Vocabulary Reference:** CTR019
Description: Indicates whether the solicitation used Commercial Item Acquisition Procedures as defined by FAR Part 12 and Simplified Acquisition Procedures as defined by FAR Part 13.5 for acquisitions above the Simplified Acquisition Threshold and below \$5,000,000.

Element Name: Single Order Maximum Amount
Short Name: Single Order Maximum Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SingleOrderMaximumAmount
Element ID: S333 **Standard Vocabulary Reference:** CTR012
Description: Maximum dollar amount that can be applied to a single order against the Indefinite Delivery Vehicle. Optionally allowing \$ symbol, and comma. Decimal point is required before cents. Minus sign required for negative values.

Element Name: Site Security Level Code
Short Name: Site Security Level Code **Type:** SIMPLE
Format: Numeric Length=2
XML Name: SiteSecurityLevelCode
Element ID: S334 **Standard Vocabulary Reference:** ORG064
Description: Represents the correct level of security at that facility. Source: CCR. Valid values: 90-Government Non-Classified, 92-Government Confidential, 93-Government Secret, 94-Government Top Secret.

Element Name: Small Business Accrued Amount
Short Name: SB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SBAccruedAmount
Element ID: S335 **Standard Vocabulary Reference:** ORG187
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB).

Element Name: Small Business Accrued Percentage
Short Name: SB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SBAccruedPercentage
Element ID: S336 **Standard Vocabulary Reference:** ORG188
Description: The actual cumulative percentage the contractor has awarded/paid out towards meeting the goals for subcontracting from the subcontracting plan approved for the contract for the contract for Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone.

Element Name: Small Business Actual Percentage
Short Name: SB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SBActualPercentage
Element ID: S337 **Standard Vocabulary Reference:** ORG189
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small Business Concerns (SB) ; including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB) compared to the current prime contract value.

Element Name: Small Business Actual Subcontract Amount
Short Name: SB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SBActualSubcontractAmount
Element ID: S338 **Standard Vocabulary Reference:** ORG190
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB).

Element Name: Small Business Actual Subcontract Percentage
Short Name: SB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SBActualSubcontractPercentage
Element ID: S339 **Standard Vocabulary Reference:** ORG191
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB) compared to the total subcontract awards amount.

Element Name: Small Business Administration Certification Office Address
Short Name: SBA Cert Office Address **Type:** COMPLEX
Format: Structure
XML Name: SmallBusinessAdministrationCertificationOfficeAddress
Element ID: C031 **Standard Vocabulary Reference:**
Description: The contact information for the SBA office that provided the 8a certification (Cert). The information is mandatory only if a U.S. business has checked that they are SBA 8a certified.

	SubElement Name	Related Base Element ID
1	Street	B027
2	Additional Street	B001
3	City Name	B005
4	Country SubEntity Code	B009
5	Postal Zone	B023
6	Country Identification Code	B008

Element Name: Small Business Administration Certification Office Contact Name
Short Name: SBA Cert Office Contact Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=75
XML Name: Name
Element ID: S340 **Standard Vocabulary Reference:** CON009-U
Description: This is the contact information for the SBA office that provided the 8a certification (Cert). The information is mandatory only if a U.S. business has checked that they are SBA 8a certified.

Element Name: Small Business Goal Percentage
Short Name: SB Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SBGoalPercentage
Element ID: S341 **Standard Vocabulary Reference:** ORG192
Description: The percentage of the contractor's goals for subcontracting to Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB) compared to the total prime contract value.

Element Name: Small Business Subcontract Goal Amount
Short Name: SB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SBSubcontractGoalAmount
Element ID: S342 **Standard Vocabulary Reference:** ORG193
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB).

Element Name: Small Business Subcontract Goal Percentage
Short Name: SB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SBSubcontractGoalPercentage
Element ID: S343 **Standard Vocabulary Reference:** ORG194
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Small Business Concerns (SB); including SDB, WOSB, HBCU/MI, HUBZone SB, and VOSB (includes SD VOSB) compared to the total planned subcontract awards.

Element Name: Small Disadvantage Business Authorized Region Indication
Short Name: SDB Authorized Region Indication **Type:** SIMPLE
Format: Boolean
XML Name: SDBAuthorizedRegionIndication
Element ID: S344 **Standard Vocabulary Reference:** ORG113
Description: Indicates if the vendor is located in a Small Disadvantaged Business (SDB) Procurement Mechanism authorized region.

Element Name: Small Disadvantage Business Indication
Short Name: SDB Indication **Type:** SIMPLE
Format: Boolean
XML Name: SDBndication
Element ID: S345 **Standard Vocabulary Reference:** ORG120-A
Description: Indicates if the vendor is a Small Disadvantage Business (SDB) Concern or not (0 for No and 1 for Yes).

Element Name: Small Disadvantaged Business Accrued Amount
Short Name: SDB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDBAccruedAmount
Element ID: S346 **Standard Vocabulary Reference:** ORG195
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI). This amount is based on cumulative to-date amounts.

Element Name: Small Disadvantaged Business Actual Subcontract Amount
Short Name: SDB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDBActualSubcontractAmount
Element ID: S347 **Standard Vocabulary Reference:** ORG196
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI). This amount is based on cumulative to-date amounts.

Element Name: Small Disadvantaged Business Actual Subcontract Percentage
Short Name: SDB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDBActualSubcontractPercentage
Element ID: S348 **Standard Vocabulary Reference:** ORG197
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI) compared to the total subcontract awards amount.

Element Name: Small Disadvantaged Business Actual Subcontract Percentage
Short Name: SDB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDBActualSubcontractPercentage
Element ID: S350 **Standard Vocabulary Reference:** ORG199
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI) compared to the current prime contract value.

Element Name: Small Disadvantaged Business Actual Subcontract Percentage
Short Name: SDB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDBActualSubcontractPercentage
Element ID: S349 **Standard Vocabulary Reference:** ORG198
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI) compared to the total subcontract awards amount.

Element Name: Small Disadvantaged Business Certification Indication
Short Name: SDB Cert Indication **Type:** SIMPLE
Format: Boolean
XML Name: SDBCertIndication
Element ID: S351 **Standard Vocabulary Reference:** ORG119-A
Description: Indicates if the vendor has been certified (Cert) by the Small Business Administration (SBA) as a Small Disadvantaged Business (SDB) Concern.

- Element Name:** Small Disadvantaged Business Goal Amount
Short Name: SDB Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDBGoalAmount
Element ID: S352 **Standard Vocabulary Reference:** ORG200
Description: The percentage of the contractor's goals for subcontracting to Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI) compared to the total prime contract value.
- Element Name:** Small Disadvantaged Business Legal Name
Short Name: SDB Legal Name **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=180
XML Name: SDBLegalName
Element ID: S353 **Standard Vocabulary Reference:** ORG111
Description: Legal Business Name (s) of any Small Disadvantaged Businesses (SDB) or HUB Zane businesses participating in a Joint Venture with the vendor.
- Element Name:** Small Disadvantaged Business Partner Indication
Short Name: SDB Partner Indication **Type:** SIMPLE
Format: Boolean
XML Name: SDBPartnerIndication
Element ID: S354 **Standard Vocabulary Reference:** ORG112
Description: To determine if the vendor has any Small Disadvantaged Business (SDB) Name participating in a Joint Venture with the vendor.
- Element Name:** Small Disadvantaged Business Rejection Reason Code
Short Name: SDB Rejection Reason Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: SDBRejectionReasonCode
Element ID: S355 **Standard Vocabulary Reference:** CTR103
Description: If contract was not awarded to a Small Disadvantaged Business (SBD), this designates the reason. Source: FPDS-NG (XML tag called reasonNotAwardedToSmallDisadvantagedBusiness) Valid values: A = No Known SDB Source; B = SDB Not Solicited; C = SDB Solicited and No Offer Received; D = SDB Solicited and Offer was Not Low; Z = Other Reason. See FPDS-NG Data Dictionary for details.

Element Name: Small Disadvantaged Business Subcontract Goal Amount
Short Name: SDB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: SDBSubcontractGoalAmount
Element ID: S356 **Standard Vocabulary Reference:** ORG201
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Small Disadvantaged Business Concerns (includes HBCU/MI).

Element Name: Small Disadvantaged Business Subcontract Goal Percentage
Short Name: SDB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: SDBSubcontractGoalPercentage
Element ID: S357 **Standard Vocabulary Reference:** ORG202
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Small Disadvantaged Business (SDB) Concerns (includes HBCU/MI) compared to the total planned subcontract awards.

Element Name: Sole Proprietor Contact
Short Name: Sole Proprietor Contact **Type:** COMPLEX
Format: Structure
XML Name: SoleProprietorContact
Element ID: C032 **Standard Vocabulary Reference:**
Description: Contact information for a business owner that only applies when the corporate information indicates the business is a sole proprietor.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Electronic Mail	B015
3	Telephone	B044
4	Extension	B016
5	Non US Telephone	B040
6	Telefax	B043

Element Name: Solicitation Archive Date
Short Name: Solicitation Archive Date **Type:** SIMPLE
Format: Date
XML Name: SolicitationArchiveDate
Element ID: S358 **Standard Vocabulary Reference:** SOL010
Description: Date on which the TDP or solicitation is scheduled to be archived.

Element Name: Solicitation Association Indication
Short Name: Solicitation Association Indication **Type:** SIMPLE
Format: Boolean
XML Name: SolicitationAssociationIndication
Element ID: S359 **Standard Vocabulary Reference:** PUR009
Description: Indicates if the PR has been married to a solicitation or not (YES or NO).

Element Name: Solicitation Closed Date
Short Name: Solicitation Closed Date **Type:** SIMPLE
Format: Date
XML Name: SolicitationClosedDate
Element ID: S360 **Standard Vocabulary Reference:** SOL011
Description: Date on which the solicitation is scheduled to close.

Element Name: Solicitation Identification
Short Name: Solicitation ID **Type:** BASE
Format: Alphanumeric minLength=1, maxLength=25
XML Name: SolicitationID
Element ID: B025 **Standard Vocabulary Reference:** SOL001-A
Description: Unique (within given office) reference number for the solicitation.

Element Name: Solicitation Inactive Date
Short Name: Solicitation Inactive Date **Type:** SIMPLE
Format: Date YYYYYMMDD
XML Name: InactiveDate
Element ID: S361 **Standard Vocabulary Reference:** SOL002
Description: The date when status of solicitation will be changed to inactive.

Element Name: Solicitation Posted Date
Short Name: Solicitation Posted Date **Type:** SIMPLE
Format: Date
XML Name: PostedDate
Element ID: S362 **Standard Vocabulary Reference:** SOL005
Description: System generated; posting date.

Element Name: Solicitation Release Status Indication
Short Name: Solicitation Release Status Indication **Type:** SIMPLE
Format: Boolean
XML Name: SolicitationReleaseStatus
Element ID: S363 **Standard Vocabulary Reference:** SOL012
Description: Indicates if the solicitation has been released or not.

Element Name: Solicitation Response Deadline
Short Name: Solicitation Response Deadline **Type:** SIMPLE
Format: Date
XML Name: ResponseDeadline
Element ID: S364 **Standard Vocabulary Reference:** SOL006
Description: The deadline for the receipt of the responses.

Element Name: Special Case Operation Code
Short Name: Special Case Operation Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: SpecialCaseOperationCode
Element ID: S365 **Standard Vocabulary Reference:** CTR024
Description: Indicates if the contract actions exceed \$200,000 and support a contingency operation, a humanitarian operation or a peacekeeping operation. Values are: A = Contingency operation; B = Humanitarian or peacekeeping operation; Blank = If A or B does not qualify.

Element Name: Standard Industrial Classification 2039 North American Industry
Short Name: SIC2039 NAICS3133 Indication **Type:** SIMPLE
Format: Boolean
XML Name: SIC2039NAICS3133Indication
Element ID: S366 **Standard Vocabulary Reference:** ORG117
Description: To determine if the vendor performs in Standard Industrial Classification (SIC) Groups 20-39 or North American Industry Classification System (NAICS) Sectors 31-33.

Element Name: Standard Industry Classification Code
Short Name: SIC Code **Type:** BASE
Format: Numeric Length=4
XML Name: SICCode
Element ID: B026 **Standard Vocabulary Reference:** PRD006
Description: Four digit Standard Industry Classification (SIC) codes. At least one occurrence must be entered. No Spaces allowed. See <http://www.census.gov/epcd/www/naicstab.htm> and <http://www.osha.gov/pls/imis/sicsearch.html> and http://www.osha.gov/pls/imis/sic_man.

Element Name: Standard Type Indication
Short Name: Standard Type Indication **Type:** SIMPLE
Format: Boolean
XML Name: StandardTypeIndication
Element ID: S367 **Standard Vocabulary Reference:** WAG029
Description: Indicates if the Wage Determination (WD) is Standard or nonstandard.

Element Name: Street
Short Name: Street **Type:** BASE
Format: Alphanumeric minLength=1, maxLength=55
XML Name: Street
Element ID: B027 **Standard Vocabulary Reference:** ADR020-A
Description: The name of the street, as part of an address.

Element Name: Subcontract Identification
Short Name: Subcontract ID **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: SubcontractID
Element ID: S368 **Standard Vocabulary Reference:** CTR119
Description: Identifier used by a prime contractor to uniquely identify a subcontract.

Element Name: Subcontract Plan Type
Short Name: Subcontract Plan Type **Type:** SIMPLE
Format: Alphanumeric maxLength=10
XML Name: SubcontractPlanType
Element ID: S369 **Standard Vocabulary Reference:** CTR120
Description: Indicates if the subcontracting plan is an individual or commercial plan. Valid values are: 'individual' and 'commercial'.

Element Name: Subcontracting Plan Requirement Code
Short Name: Subcontracting Plan Requirement Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: SubcontractingPlanRequirementCode
Element ID: S370 **Standard Vocabulary Reference:** CTR088
Description: Subcontracting plan requirement. (See FAR Part 19.702). A = Plan Not Included - No Subcontracting Possibilities; B = Plan Not Required; C = Plan Required - Incentive Not Included; D = Plan Required - Incentive Included.

- Element Name:** Subcontractor Legal Name
Short Name: Subcontractor Legal Name **Type:** SIMPLE
Format: Alphanumeric maxLength=120
XML Name: LegalName
Element ID: S371 **Standard Vocabulary Reference:** ORG056-G
Description: The legal name of the Subcontractor.
- Element Name:** Subcontractor Local Union Name
Short Name: Subcontractor Local Union Name **Type:** SIMPLE
Format: Alphanumeric maxLength=64
XML Name: LocalUnionName
Element ID: S372 **Standard Vocabulary Reference:** ORG239-B
Description: The name of the Union whose members are working on the subcontract for which the Service Contract Act (SCA) Wage Determination (WD) applies.
- Element Name:** Subcontractor Performance Remarks
Short Name: Subcontractor Performance Remarks **Type:** SIMPLE
Format: Alphanumeric maxLength= unlimited
XML Name: SubcontractorPerformanceRemarks
Element ID: S373 **Standard Vocabulary Reference:** SYS075
Description: A short narrative explanation entered by a prime contractor if (a) Small Business, Small Disabled Business, Woman Owned Small Business, Veteran Owned Small Business, Service-Disabled Veteran Owned Small Business, or HUBZone Small Business accomplishments would fall below that which would be expected using a straight-line projection of goals through the period of contract performance or (b) if this is a final report, any one of the three goals was not met.
- Element Name:** Summary Subcontractor Report Identification
Short Name: SSR ID **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: SSRID
Element ID: S374 **Standard Vocabulary Reference:** SYS070
Description: Record identifier that identifies a specific Summary Subcontractor Report (SSR) submission.

- Element Name:** Summary Subcontractor Report Period Code
Short Name: SSR Report Period Code **Type:** SIMPLE
Format: Alphanumeric Length=15
XML Name: SSRReportPeriodCode
Element ID: S375 **Standard Vocabulary Reference:** SYS071
Description: The period for which Summary Subcontractor Report (SSR) is being submitted: Valid values are: 'Oct 1 - Mar 31' and 'Oct 1 - Sept 30'.
- Element Name:** Summary Subcontractor Report Period Year
Short Name: SSR Report Period Year **Type:** SIMPLE
Format: Date
XML Name: SSRReportPeriodYear
Element ID: S376 **Standard Vocabulary Reference:** SYS072
Description: The year for which the Summary Subcontractor Report (SSR) period applies.
- Element Name:** Summary Subcontractor Report Submission Date
Short Name: SSR Submission Date **Type:** SIMPLE
Format: Date
XML Name: SSRSubmissionDate
Element ID: S377 **Standard Vocabulary Reference:** SYS074
Description: Date the Summary Subcontractor Report (SSR) was submitted.
- Element Name:** Summary Subcontractor Report Type Code
Short Name: SSR Report Type Code **Type:** SIMPLE
Format: Alphanumeric minLength=5, maxLength=7
XML Name: SSRReportTypeCode
Element ID: S378 **Standard Vocabulary Reference:** SYS073
Description: Determines if the Summary Subcontractor Report (SSR) is a 'regular' or a 'final' report. Valid values are : 'regular' and 'final'.

Element Name: Suncontract Administrator Contact
Short Name: Suncontract Administrator Contact **Type:** COMPLEX
Format: Structure
XML Name: SuncontractAdministratorContact
Element ID: C033 **Standard Vocabulary Reference:**
Description: Contact information for the person administering the subcontracting plan for the prime contractor.

	SubElement Name	Related Base Element ID
1	Name	B039
2	Title	B045
3	Electronic Mail	B015

Element Name: Supervisor Name
Short Name: Supervisor Name **Type:** BASE
Format: Alphanumeric maxLength=75
XML Name: Name
Element ID: B042 **Standard Vocabulary Reference:** CON009-ZB
Description: The contact's supervisor's full name

Element Name: Supplies Or Services Description
Short Name: Supplies Or Services Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=50
XML Name: SuppliesOrServicesDescription
Element ID: S379 **Standard Vocabulary Reference:** CTR084
Description: Description of supplies or services ordered and delivered.

Element Name: Supply Class Type Code
Short Name: Supply Class Type Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: SupplyClassTypeCode
Element ID: S380 **Standard Vocabulary Reference:** PRD009
Description: One alphabetic code or a two-digit code for service or supply that the synopsis should be listed under.

Element Name: Synopsis Contact
Short Name: Synopsis Contact **Type:** COMPLEX
Format: Structure
XML Name: SynopsisContact
Element ID: C034 **Standard Vocabulary Reference:**
Description: The contact information for the official responsible for a synopsis.

	SubElement Name	Related Base Element ID
1	Given Name	B037
2	Middle Name	B038
3	Family Name	B034
4	Title	B045
5	Telephone	B044
6	Extension	B016

Element Name: Synopsis Description
Short Name: Synopsis Description **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=250
XML Name: SynopsisDescription
Element ID: S381 **Standard Vocabulary Reference:** SOL008
Description: The classification code, two hyphens, and a brief title description of the synopsis.

Element Name: Synopsis Submission Date
Short Name: Synopsis Submission Date **Type:** SIMPLE
Format: Date YYYYMM
XML Name: SynopsisSubmissionDate
Element ID: S382 **Standard Vocabulary Reference:** SOL003
Description: Month and day synopsis is submitted.

Element Name: Synopsis Submission Year
Short Name: Synopsis Submission Year **Type:** SIMPLE
Format: AlphaNumeric Length=2
XML Name: SynopsisSubmissionYear
Element ID: S448 **Standard Vocabulary Reference:**
Description: The year the solicitation synopsis was posted.

Element Name: Synopsis Waiver Indicator
Short Name: Synopsis Waiver Indicator **Type:** SIMPLE
Format: Boolean
XML Name: SynopsisWaiverIndicator
Element ID: S383 **Standard Vocabulary Reference:** CTR089
Description: Indicates waiver exception used for not synopsising. Related to SBA/OFPP Synopsis Waiver Pilot.

Element Name: Tax Identification Number Holder Status Code
Short Name: TIN Holder Status Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: TINHolderStatusCode
Element ID: S384 **Standard Vocabulary Reference:** ORG123
Description: Indicates if the vendor has/does not have a tax identification number (TIN) and if they have/have not applied for a TIN. Valid values are: 0 for No, 1 for Yes and 2 for Unable to determine.

Element Name: Taxpayer Identification Number Identification
Short Name: TIN ID **Type:** BASE
Format: Numeric Length=9
XML Name: TINID
Element ID: B028 **Standard Vocabulary Reference:** ORG026-B
Description: The Taxpayer Identification Number (TIN) is the nine-digit number companies use for income tax purposes. Represents the Taxpayer Identification Number (mandatory) for USA non-government profiles only except for the following organization types: 20 - Foreign Suppliers, CY - Foreign Governments, 2A - Federal/State/County/City Facilities, 2U - Other Not-For-Profit Facilities (note: this one is no longer an option), 3I - Tribal Governments, C6 - Municipalities.

Element Name: TechnicalDataPackage Identification
Short Name: TDP ID **Type:** SIMPLE
Format: Alphanumeric minLength=1, maxLength=200
XML Name: TDPID
Element ID: S385 **Standard Vocabulary Reference:** SOL013
Description: A string that notes uses to locate a TechnicalDataPackage (TDP) within notes database.

Element Name: TechnicalDataPackage Request Status
Short Name: TDP Request Status **Type:** SIMPLE
Format: Alphanumeric MinLength=2, MaxLength=3
XML Name: TDPRequestStatus
Element ID: S386 **Standard Vocabulary Reference:** ORG241
Description: Indicates the status of a vendor's request to view a Technical Data Package (TDP). (Yes or No).

Element Name: TechnicalDataPackage Size
Short Name: TDP Size **Type:** SIMPLE
Format: Numeric Length=6
XML Name: TDPSize
Element ID: S387 **Standard Vocabulary Reference:** SOL014
Description: There files size of the Technical Data Package (TDP).

Element Name: Technology Maintenance Service Indication
Short Name: Technology Maintenance Service Indication **Type:** SIMPLE
Format: Boolean
XML Name: TechnologyMaintenanceServiceIndication
Element ID: S388 **Standard Vocabulary Reference:** ORG121
Description: Indicates if the vendor provides maintenance, calibration, and/or repair of information technology, scientific and medical and/or office and business equipment (FAR 52.222-48).

Element Name: Telefax
Short Name: Telefax **Type:** BASE
Format: Alphanumeric maxLength=25
XML Name: Telefax
Element ID: B043 **Standard Vocabulary Reference:** CON008-A
Description: Fax Number for the business owner in a U.S. location. It is only completed when the corporate information indicates the business is a sole proprietor.

Element Name: Telephone **Type:** BASE
Short Name: Telephone
Format: Alphanumeric minLength=10, maxLength=25
XML Name: Telephone
Element ID: B044 **Standard Vocabulary Reference:** CON020-A
Description: The telephone number of the official to contact.

Element Name: Termination For Cause Indication **Type:** SIMPLE
Short Name: Termination For Cause Indication
Format: Boolean
XML Name: TerminationForCauseIndication
Element ID: S389 **Standard Vocabulary Reference:** ORG122
Description: Indicates if the vendor has been terminated for cause (default).

Element Name: Title **Type:** BASE
Short Name: Title
Format: Alphanumeric minLength=1, maxLength=25
XML Name: Title
Element ID: B045 **Standard Vocabulary Reference:** CON021-A
Description: The title of the contact.

Element Name: Total Accrued Amount
Short Name: Total Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: TotalAccruedAmount
Element ID: S390 **Standard Vocabulary Reference:** ORG213
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet the goals for subcontracting from the subcontracting plan approved for the contract for both Small and Large Business Concerns.

Element Name: Total Accrued Percentage
Short Name: Total Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: TotalAccruedPercentage
Element ID: S391 **Standard Vocabulary Reference:** ORG214
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for both Small and Large Business Concerns. This percentage is based on cumulative to-date amounts.

Element Name: Total Actual Subcontract Amount
Short Name: Total Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: TotalActualSubcontractAmount
Element ID: S392 **Standard Vocabulary Reference:** ORG215
Description: The actual cumulative dollar amount the prime contractor has awarded/paid out in subcontracts to both Small and Large Business Concerns. This amount is based on cumulative to-date amounts.

Element Name: Total Actual Subcontract Percentage
Short Name: Total Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: TotalActualSubcontractPercentage
Element ID: S394 **Standard Vocabulary Reference:** ORG217
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Small and Large Business Concerns compared to the current prime contract value.

Element Name: Total Actual Subcontract Percentage
Short Name: Total Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: TotalActualSubcontractPercentage
Element ID: S393 **Standard Vocabulary Reference:** ORG216
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to both Small and Large Business Concerns compared to the total subcontract awards amount.

Element Name: Total Goal Percentage
Short Name: Total Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: TotalGoalPercentage
Element ID: S395 **Standard Vocabulary Reference:** ORG218
Description: The percentage of the contractor's goals for subcontracting to Small and Large Business Concerns compared to the total prime contract value.

Element Name: Total Subcontract Goal Amount
Short Name: Total Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: TotalSubcontractGoalAmount
Element ID: S396 **Standard Vocabulary Reference:** ORG219
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for both Small and Large Business Concerns.

Element Name: Total Subcontract Goal Percentage
Short Name: Total Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: TotalSubcontractGoalPercentage
Element ID: S397 **Standard Vocabulary Reference:** ORG220
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for both Small and Large Business Concerns compared to the total planned subcontract awards.

Element Name: Toxic Facility US Location Indication
Short Name: Toxic Facility US Location Indication **Type:** SIMPLE
Format: Boolean
XML Name: ToxicFacilityUSLocationIndication
Element ID: S398 **Standard Vocabulary Reference:** ORG124
Description: Indicates if the vendor facilities that manufacture/process/use toxic chemicals are located in the U.S. or its territories or not or not (0 for No and 1 for Yes).

Element Name: Transaction Code
Short Name: Transaction Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: TransactionCode
Element ID: S399 **Standard Vocabulary Reference:** SYS036
Description: The type of record being entered by this transaction. Types of records include IDV (I), Award (A), Modification (M), Change (C), Delete (D), Void (V), Agency Office (G), and Offset Officer (O).

Element Name: Transaction Date
Short Name: Transaction Date **Type:** SIMPLE
Format: Date
XML Name: TransactionDate
Element ID: S400 **Standard Vocabulary Reference:** SYS023-A
Description: Date on which any transaction takes place.

Element Name: Transaction Identification
Short Name: Transaction ID **Type:** SIMPLE
Format: Numeric maxLength=6
XML Name: TransactionID
Element ID: S401 **Standard Vocabulary Reference:** SYS017
Description: "Tie Breaker" for legal, unique transactions that would otherwise have the same key. Assign a unique Transaction Number for each report when multiple reports are required for a single contracting action such as 1) actions that include both Foreign Military Sales and non-FMS requirements, 2) actions that include more than one contract type, 3) actions that combine DoD and civilian requirements, and 4) special situations for repetitive reports (requires special arrangement with FPDC). Source: FPDS-NG.

Element Name: Ultimate Completion Date
Short Name: Ultimate Completion Date **Type:** SIMPLE
Format: Date
XML Name: UltimateCompletionDate
Element ID: S402 **Standard Vocabulary Reference:** CTR040-A
Description: The estimated or scheduled completion date including the base contract or order and all options (if any) whether the options have been exercised or not.

Element Name: Ultimate Contract Amount
Short Name: Ultimate Contract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: UltimateContractAmount
Element ID: S403 **Standard Vocabulary Reference:** CTR014
Description: It is the mutually agreed upon total contract or order value including all options (if any). For Indefinite Delivery Vehicles, the estimated value for all orders expected to be placed against the vehicle. For modifications, the change (positive or negative, if any) in the mutually agreed upon total contract value. Note: Could also be called UltimateAmount or UltimateContractValue as in FPDS-NG. Optionally allowing \$ symbol, and comma. Decimal point is required before cents. Minus sign required for negative values. Also known as "Contract Face Value" in the past.

Element Name: Uniform Resource Locator
Short Name: URL **Type:** BASE
Format: Alphanumeric maxLength=200
XML Name: URL
Element ID: B029 **Standard Vocabulary Reference:** ORG073
Description: Represents an organizations web URL address. "URL" stands for "Uniform Resource Locator", a web standard. Must conform to Uniform Resource Identifiers (URI): Generic Syntax, RFC 2396, <http://www.ietf.org/rfc/rfc2396.txt>

Element Name: Upper Range Fee Percent
Short Name: Upper Range Fee Percent **Type:** SIMPLE
Format: Percent maxLength=4 May include
XML Name: UpperRangeFeePercent
Element ID: S404 **Standard Vocabulary Reference:** CTR048
Description: The upper value if "Range" is chosen for the Fee for Use of Service data element.

Element Name: US Countywide Indicator
Short Name: US Countywide Indicator **Type:** SIMPLE
Format: Boolean
XML Name: USCountywideIndicator
Element ID: S405 **Standard Vocabulary Reference:** WAG032
Description: Indicates the County Wage Determination (WD) applies to; from state and county index (tables: [State] and [County]).

Element Name: US Emergency Planning and Community Right-to-Know Act Employees
Short Name: US EPCRA Employees Indication **Type:** SIMPLE
Format: Boolean
XML Name: USEPCRAEmployeesIndication
Element ID: S406 **Standard Vocabulary Reference:** ORG127
Description: Indicates if the vendor facilities have 10 or more full-time employees (as specified in 313(b)(1)(A) of the Emergency Planning and Community Right-to-Know Act (EPCRA) or not (0 for No and 1 for Yes).

Element Name: US Emergency Planning and Community Right-to-Know Act Report
Short Name: US EPCRA Report Threshold Indication **Type:** SIMPLE
Format: Boolean
XML Name: USEPCRAREportThresholdIndication
Element ID: S407 **Standard Vocabulary Reference:** ORG126
Description: Indicates if the vendor facilities meet reporting thresholds of Toxic Chemicals in 313(f) of the Emergency Planning and Community Right-to-Know Act (EPCRA).

Element Name: US Emergency Planning and Community Right-to-Know Act Toxic Facility
Short Name: US EPCRA Toxic Facility Usage Indication **Type:** SIMPLE
Format: Boolean
XML Name: USEPCRAToxicFacilityUsageIndication
Element ID: S408 **Standard Vocabulary Reference:** ORG125
Description: Indicates if the vendor facilities manufacture/process/use toxic chemicals listed in 313(c) of Emergency Planning and Community Right-to-Know Act (EPCRA) (0 for No and 1 for Yes).

Element Name: US Environmental Protection Agency Guidance Compliance Code
Short Name: US EPA Guidance Compliance Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: USEPAGuidanceComplianceCode
Element ID: S409 **Standard Vocabulary Reference:** PRD015
Description: Indicates if the products designated by the Environmental Protection Agency (EPA) and provided by the vendor meet the applicable EPA guidelines, for the percentage of recovered material content. Valid values are: 0=No, 1=Yes, 2=Vendor will provide information for specific offers.

Element Name: US Postal Zone Plus4
Short Name: US Postal Zone Plus4 **Type:** BASE
Format: Alphanumeric maxLength=4
XML Name: USPostalZonePlus4
Element ID: B030 **Standard Vocabulary Reference:** ADR016-A
Description: The identifier for one or more properties according to the postal service of that country; a group of letters and/or numbers added to the postal address to assist in the sorting of mail. Any valid 5 digit Zip+4 code for a USA state or province.

Element Name: US Postal Zone Plus4
Short Name: US Postal Zone Plus4 **Type:** BASE
Format: Alphanumeric maxLength=4
XML Name: USPostalZonePlus4
Element ID: B046 **Standard Vocabulary Reference:** ADR016-A
Description: The identifier for one or more properties according to the postal service of that country; a group of letters and/or numbers added to the postal address to assist in the sorting of mail. Any valid 4 digit Zip+4 code for a USA state or province.

Element Name: US Zip Code
Short Name: US Zip Code **Type:** BASE
Format: Alphanumeric maxLength=5
XML Name: USZipCode
Element ID: B031 **Standard Vocabulary Reference:** ADR018-A
Description: A valid Zip code for a USA state or province found in the National Zip and Post Office Directory, Publication 65. In contrast to USPostalZonePlus4 and PostalZone, this is strictly for the traditional 5-digit US zip code.

Element Name: User Identification
Short Name: User ID **Type:** BASE
Format: Alphanumeric maxLength=30
XML Name: UserID
Element ID: B032 **Standard Vocabulary Reference:** SYS024-B
Description: The identification of the user logged onto a system.

Element Name: User Role
Short Name: User Role **Type:** SIMPLE
Format: Alphanumeric maxLength=32
XML Name: Role
Element ID: S410 **Standard Vocabulary Reference:** SYS068
Description: The management role the contact user is assigned with respect to the eSRS system.

Element Name: VAN Transmission Action Code
Short Name: VAN Transmission Action Code **Type:** SIMPLE
Format: Alphanumeric maxLength=2
XML Name: VANTransmissionActionCode
Element ID: S411 **Standard Vocabulary Reference:** ORG066
Description: A code indicating the type of action during transmissions. Mandatory if ENE entered in CCR. Valid values: 5: Send, 6: Receive, K: In production Send and Receive. This is the Action Code (TXN01).

Element Name: Veteran Owned Business Indication
Short Name: Veteran Owned Business Indication **Type:** SIMPLE
Format: Boolean
XML Name: VeteranOwnedBusinessIndication
Element ID: S412 **Standard Vocabulary Reference:** ORG128
Description: Indicates if the vendor is a Veteran Owned Business Concern or not (0 for No and 1 for Yes).

Element Name: Veteran Owned Small Business Accrued Amount
Short Name: VOSB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: VOSBAccruedAmount
Element ID: S413 **Standard Vocabulary Reference:** ORG221
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Veteran-Owned Small Business (VOSB) Concerns.

Element Name: Veteran Owned Small Business Accrued Percentage
Short Name: VOSB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: VOSBAccruedPercentage
Element ID: S414 **Standard Vocabulary Reference:** ORG222
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for Veteran-Owned Small Business (VOSB) Concerns. This percentage is based on cumulative to-date amounts.

Element Name: Veteran Owned Small Business Actual Percentage
Short Name: VOSB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: VOSBActualPercentage
Element ID: S415 **Standard Vocabulary Reference:** ORG223
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Veteran-Owned Small Business (VOSB) Concerns compared to the current prime contract value.

Element Name: Veteran Owned Small Business Actual Subcontract Amount
Short Name: VOSB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: VOSBActualSubcontractAmount
Element ID: S416 **Standard Vocabulary Reference:** ORG224
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Veteran-Owned Small Business (VOSB) Concerns.

Element Name: Veteran Owned Small Business Actual Subcontract Percentage
Short Name: VOSB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: VOSBActualSubcontractPercentage
Element ID: S417 **Standard Vocabulary Reference:** ORG225
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Veteran-Owned Small Business (VOSB) Concerns compared to the total subcontract awards amount.

Element Name: Veteran Owned Small Business Status Code
Short Name: VOSB Status Code **Type:** SIMPLE
Format: Alphanumeric Length=1
XML Name: VOSBStatusCode
Element ID: S418 **Standard Vocabulary Reference:** ORG129-A
Description: Indicates if the vendor, for the given NAICS qualifies to be a Veteran Owned Small Business (VOSB) Concern or not. Valid values are: 0 for No, 1 for Yes and 2 for Unable to determine.

Element Name: Veteran Owned Small Business Subcontract Goal Amount
Short Name: VOSB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: VOSBSubcontractGoalAmount
Element ID: S419 **Standard Vocabulary Reference:** ORG226
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Veteran-Owned Small Business (VOSB) Concerns.

Element Name: Veteran Owned Small Business Subcontract Goal Percentage
Short Name: VOSB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: VOSBSubcontractGoalPercentage
Element ID: S421 **Standard Vocabulary Reference:** ORG228
Description: The percentage of the contractor's goals for subcontracting to Veteran-Owned Small Business (VOSB) Concerns compared to the total prime contract value.

Element Name: Veteran Owned Small Business Subcontract Goal Percentage
Short Name: VOSB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: VOSBSubcontractGoalPercentage
Element ID: S420 **Standard Vocabulary Reference:** ORG227
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Veteran-Owned Small Business (VOSB) Concerns compared to the total planned subcontract awards.

Element Name: Wage Determination Geographic Area
Short Name: Wage Determination Geographic Area **Type:** SIMPLE
Format: Alphanumeric maxLength=128
XML Name: GeographicArea
Element ID: S422 **Standard Vocabulary Reference:** WAG012
Description: The geographic area the Service Contract Act (SCA) Wage Determination (WD) applies to.

Element Name: Wage Determination Identification
Short Name: Wage Determination ID **Type:** SIMPLE
Format: Alphanumeric Length=16
XML Name: ID
Element ID: S423 **Standard Vocabulary Reference:** WAG014-A
Description: The Wage Determination (WD) identification Number.

Element Name: Wage Determination Last Update Date
Short Name: Wage Determination Last Update Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: LastUpdate
Element ID: S424 **Standard Vocabulary Reference:** WAG015-A
Description: The date that the Wage Determination (WD) was last updated.

Element Name: Wage Determination Location Description
Short Name: Wage Determination Location Description **Type:** SIMPLE
Format: Alphanumeric maxLength=256
XML Name: LocationDescription
Element ID: S425 **Standard Vocabulary Reference:** WAG018
Description: Location the Wage Determination (WD) applies to.

Element Name: Wage Determination Revision Date
Short Name: Wage Determination Revision Date **Type:** SIMPLE
Format: Date maxLength=10
XML Name: RevisionDate
Element ID: S426 **Standard Vocabulary Reference:** WAG023
Description: The date Wage Determination (WD) was Date last revised.

Element Name: Wage Determination Revision Identification
Short Name: Wage Determination Revision ID **Type:** SIMPLE
Format: Numeric maxLength=4, whole number
XML Name: RevisionID
Element ID: S427 **Standard Vocabulary Reference:** WAG024-A
Description: The Revision Number of the Wage Determination (WD). Valid value range is: 1 through 9999.

Element Name: Wage Determination US City List
Short Name: Wage Determination US City List **Type:** SIMPLE
Format: Boolean
XML Name: USCityList
Element ID: S428 **Standard Vocabulary Reference:** WAG031
Description: Indicates the City the Wage Determination (WD) applies to.

Element Name: Wage Determination US Geographic Area List
Short Name: Wage Determination US Geographic Area List **Type:** SIMPLE
Format: Boolean
XML Name: USGeographicAreaList
Element ID: S429 **Standard Vocabulary Reference:** WAG033
Description: WD area that may include counties, townships, etc., or may exclude counties, townships, etc..

- Element Name:** Wage Determination US Geographic Exception Area Indicator
Short Name: Wage Determination US Geographic Exception Area **Type:** SIMPLE
Format: Boolean
XML Name: USGeographicExceptionAreaIndicator
Element ID: S430 **Standard Vocabulary Reference:** WAG034
Description: Indicates Wage Determinations (WD) that have exceptions listed in the "area" section of the Wage Determination (WD) that excludes counties, townships, etc. from the Wage Determination (WD).
- Element Name:** Wage Determination US Statewide Indication
Short Name: Wage Determination US Statewide Indication **Type:** SIMPLE
Format: Boolean
XML Name: USStateList
Element ID: S431 **Standard Vocabulary Reference:** WAG035
Description: Indicates the State the Wage Determination (WD) applies to; from state and county index (tables: [State] and [County]).
- Element Name:** Walsh Healy Act Indicator
Short Name: Walsh Healy Act Indicator **Type:** SIMPLE
Format: Boolean
XML Name: WalshHealyActIndicator
Element ID: S432 **Standard Vocabulary Reference:** CTR094
Description: Indicates whether the contract is subject to the Walsh Healey Act.
- Element Name:** Woman Owned Small Business Accrued Amount
Short Name: WOSB Accrued Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: WOSBAccruedAmount
Element ID: S433 **Standard Vocabulary Reference:** ORG229
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Women-Owned Small Business (WOSB) Concerns.

Element Name: Woman Owned Small Business Accrued Percentage
Short Name: WOSB Accrued Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: WOSBAccruedPercentage
Element ID: S434 **Standard Vocabulary Reference:** ORG230
Description: The actual percentage of the contractor's goals for subcontracting from the subcontracting plan approved for the contract for the contract for Women-Owned Small Business (WOSB) Concerns. This percentage is based on cumulative to-date amounts.

Element Name: Woman Owned Small Business Actual Percentage
Short Name: WOSB Actual Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: WOSBActualPercentage
Element ID: S435 **Standard Vocabulary Reference:** ORG231
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Women-Owned Small Business (WOSB) Concerns compared to the current prime contract value.

Element Name: Woman Owned Small Business Actual Subcontract Amount
Short Name: WOSB Actual Subcontract Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: WOSBActualSubcontractAmount
Element ID: S436 **Standard Vocabulary Reference:** ORG232
Description: The actual cumulative whole dollar amount the contractor awarded\paid out to meet goals for subcontracting from the subcontracting plan approved for the contract for Women-Owned Small Business Concerns.

Element Name: Woman Owned Small Business Actual Subcontract Percentage
Short Name: WOSB Actual Subcontract Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: WOSBActualSubcontractPercentage
Element ID: S437 **Standard Vocabulary Reference:** ORG233
Description: The actual percentage the prime contractor has cumulatively awarded/paid out to Women-Owned Small Business (WOSB) Concerns compared to the total subcontract awards amount.

- Element Name:** Woman Owned Small Business Goal Amount
Short Name: WOSB Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: WOSBGoalAmount
Element ID: S438 **Standard Vocabulary Reference:** ORG234
Description: The percentage of the contractor's goals for subcontracting to Women-Owned Small Business (WOSB) Concerns compared to the total prime contract value.
- Element Name:** Woman Owned Small Business Subcontract Goal Amount
Short Name: WOSB Subcontract Goal Amount **Type:** SIMPLE
Format: Currency maxLength=20
XML Name: WOSBSubcontractGoalAmount
Element ID: S439 **Standard Vocabulary Reference:** ORG235
Description: The whole dollar amount of the prime contractor's subcontracting goals per the prime contract subcontracting plan for Women-Owned Small Business (WOSB) Concerns.
- Element Name:** Woman Owned Small Business Subcontract Goal Percentage
Short Name: WOSB Subcontract Goal Percentage **Type:** SIMPLE
Format: Percent maxLength=32
XML Name: WOSBSubcontractGoalPercentage
Element ID: S440 **Standard Vocabulary Reference:** ORG236
Description: The percentage of the contractor's subcontracting goals per the approved subcontracting plan for Women-Owned Small Business (WOSB) Concerns compared to the total planned subcontract awards.
- Element Name:** Women Owned Small Business Status Code
Short Name: WOSB Status Code **Type:** SIMPLE
Format: Alphanumeric Length=9
XML Name: WOSBStatusCode
Element ID: S441 **Standard Vocabulary Reference:** ORG131
Description: Indicates if the vendor, for the given NAICS qualifies to be a Women Owned Small Business (WOSB) Concern or not. Valid values are: 0 for No, 1 for Yes and 2 for Unable to determine.