



**CONTRACT DATA REQUIREMENTS LIST**

*(1 Data Item)*

A. CONTRACT LINE ITEM NO. 0001	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
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D. SYSTEM/ITEM MoI/ANP Support	E. CONTRACT/PR NO.	F. CONTRACTOR
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16. REMARKS *(Continued)*

## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

- Item A. Self-explanatory.
- Item B. Self-explanatory.
- Item C. Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.
- Item D. Enter name of system/item being acquired that data will support.
- Item E. Self-explanatory (to be filled in after contract award).
- Item F. Self-explanatory (to be filled in after contract award).
- Item G. Signature of preparer of CDRL.
- Item H. Date CDRL was prepared.
- Item I. Signature of CDRL approval authority.
- Item J. Date CDRL was approved.
- Item 1. See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2. Enter title as it appears on data acquisition document cited in Item 4.
- Item 3. Enter subtitle of data item for further definition of data item (optional entry).
- Item 4. Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5. Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6. Enter technical office responsible for ensuring adequacy of the data item.
- Item 7. Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8. Specify requirement for approval of a draft before preparation of the final data item.
- Item 9. For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoDD 5230.24).
- Item 10. Specify number of times data items are to be delivered.
- Item 11. Specify as-of date of data item, when applicable.
- Item 12. Specify when first submittal is required.
- Item 13. Specify when subsequent submittals are required, when applicable.
- Item 14. Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15. Enter total number of draft/final copies to be delivered.
- Item 16. Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14.; Desired medium for delivery of the data item.

### FOR THE CONTRACTOR

Item 17. Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.

a. Group I. Definition - Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

Item 18. For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data.

These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. The estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.

## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

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**CONTRACT DATA REQUIREMENTS LIST**

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b> 0002	<b>B. EXHIBIT</b> C	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A003	<b>2. TITLE OF DATA ITEM</b> MoI Mentoring Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C 2.10	<b>6. REQUIRING OFFICE</b> CSTC-A
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<b>7. DD 250 REQ</b> N/A	<b>9. DIST STATEMENT REQUIRED</b> B	<b>10. FREQUENCY</b> Weekly	<b>12. DATE OF FIRST SUBMISSION</b> See 16	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> 1 Week	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>	

<b>16. REMARKS</b> Block 9: Proprietary Information  Block 12: First submission is due 60 days after award. Subsequent reports shall be submitted every week.  The Contractor shall provide weekly reports on its mentoring at the MoI. The reports shall include progress made by MoI officials IAW individually established short, medium, and long-term benchmarks, current issues, and any other items that warrant attention. There shall be a report for each Ministerial Mentor. The Contractor shall ensure that each Ministerial Mentor document each instance of policy development and implementation.  Contractor Format Acceptable	CSTC-A	1	1		
	RDECOMCC		1		
	<b>15. TOTAL</b>	1	2	0	

<b>17. PRICE GROUP</b> NSP
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<b>18. ESTIMATED TOTAL PRICE</b>
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<b>G. PREPARED BY</b>	<b>H. DATE</b> 6/30/2010	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

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- Item B.** Self-explanatory.
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- Item E.** Self-explanatory (to be filled in after contract award).
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- Item H.** Date CDRL was prepared.
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**CONTRACT DATA REQUIREMENTS LIST**  
(1 Data Item)

Form Approved  
OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b> 0003	<b>B. EXHIBIT</b> D	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
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<b>D. SYSTEM/ITEM</b> Mol/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A004	<b>2. TITLE OF DATA ITEM</b> Monthly Progress Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C.2.10	<b>6. REQUIRING OFFICE</b> CSTC-A
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<b>7. DD 250 REQ</b> N/A	<b>9. DIST STATEMENT REQUIRED</b> B	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b> See 16	<b>14. DISTRIBUTION</b>				
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> Monthly	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			
						Draft	Final	
							Reg	Repro

<b>16. REMARKS</b> Block 9: Proprietary Information  Block 12: 150 days after award. This first report shall detail the Transition In period.  Part I: Summary The report shall summarize the information available in each site report and discuss any multi-site issues, management issues, and the overall performance of all sites against performance metrics.  Part II: Hours The Contractor shall present the man-days personnel are working and provide.  Part III: Government Property First Submission: The Contractor shall establish an automated inventory management system to track accountable GFE/P and Contractor purchased equipment and supplies. This inventory management system functional flow and block diagram, indicating steps and process shall be submitted. All Submissions: The Contractor shall provide monthly inventory report (and ad-hoc summary reports upon request), of all accountable property.  Part IV: Quality Control The Contractor shall submit a report tracking its services against the QASP. The report shall address QC trend analysis and tracking of corrective actions. Reports shall also specifically discuss quality control activities over the reporting period and planned activities for the next period. Information shall specifically address WHO conducted the QC, WHEN was the QC executed, HOW the QC was executed, and WHAT the findings and corrective actions were. Trends overtime shall be discussed.	CSTC-A	1	1		
	RDECOMCC		1		
	<b>15. TOTAL</b>		1	2	0

**17. PRICE GROUP**  
NSP

**18. ESTIMATED TOTAL PRICE**

<b>G. PREPARED BY</b> (b) (6)	<b>H. DATE</b> 6/14/2010	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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**CONTRACT DATA REQUIREMENTS LIST**

*(1 Data Item)*

<b>A. CONTRACT LINE ITEM NO.</b> 0003	<b>B. EXHIBIT</b> D	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <u>X</u>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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**16. REMARKS** *(Continued)*

**Part V: Fielded Mentor Report**

The Contractor shall provide reports on its mentoring in the field. The reports shall include progress made by AUP units IAW individually established short, medium, and long-term benchmarks, current issues, and any other items that warrant attention. There shall be a report for each Fielded Mentor. The Contractor shall ensure that each Fielded Mentor document each instance of policy development and implementation.

Contractor Format Acceptable

## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

Item A. Self-explanatory.

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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A005	<b>2. TITLE OF DATA ITEM</b> Afghan Instructor Progress Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C.2.10	<b>6. REQUIRING OFFICE</b> CSTC-A
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<b>7. DD 250 REQ</b> N/A	<b>9. DIST STATEMENT REQUIRED</b> B	<b>10. FREQUENCY</b> Quarterly	<b>12. DATE OF FIRST SUBMISSION</b> See 16	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> Quarterly	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>		
			Draft			Final	
						Reg	Repro

<b>16. REMARKS</b> Block 9: Proprietary Information  Block 12: 120 days after award. This report shall cover the first 90 days of performance.  The Contractor shall provide quarterly evaluations on the progress and professional competence of the mentored Afghan instructors. The goal of the Institutional Training mentor program is to mentor the Afghans to manage all aspects of training within 24 months of contract award.  Contractor Format Acceptable	CSTC-A	1	1		
	RDECOMCC		1		
<b>15. TOTAL</b> →		1	2	0	

<b>G. PREPARED BY</b>	<b>H. DATE</b> 6/30/2010	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b> NSP
<b>18. ESTIMATED TOTAL PRICE</b>



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- Item 7.** Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8.** Specify requirement for approval of a draft before preparation of the final data item.
- Item 9.** For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoDD 5230.24).
- Item 10.** Specify number of times data items are to be delivered.
- Item 11.** Specify as-of date of data item, when applicable.
- Item 12.** Specify when first submittal is required.
- Item 13.** Specify when subsequent submittals are required, when applicable.
- Item 14.** Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15.** Enter total number of draft/final copies to be delivered.
- Item 16.** Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14.; Desired medium for delivery of the data item.

### FOR THE CONTRACTOR

**Item 17.** Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.

a. **Group I. Definition -** Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. **Group II. Definition -** Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. **Group III. Definition -** Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. **Group IV. Definition -** Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

**Item 18.** For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data.

These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. The estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.



**CONTRACT DATA REQUIREMENTS LIST**

*(1 Data Item)*

<b>A. CONTRACT LINE ITEM NO.</b> 0002-0005	<b>B. EXHIBIT</b> F	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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16. REMARKS *(Continued)*

## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

- Item A. Self-explanatory.
- Item B. Self-explanatory.
- Item C. Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.
- Item D. Enter name of system/item being acquired that data will support.
- Item E. Self-explanatory (to be filled in after contract award).
- Item F. Self-explanatory (to be filled in after contract award).
- Item G. Signature of preparer of CDRL.
- Item H. Date CDRL was prepared.
- Item I. Signature of CDRL approval authority.
- Item J. Date CDRL was approved.
- Item 1. See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2. Enter title as it appears on data acquisition document cited in Item 4.
- Item 3. Enter subtitle of data item for further definition of data item (optional entry).
- Item 4. Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5. Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6. Enter technical office responsible for ensuring adequacy of the data item.
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### FOR THE CONTRACTOR

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b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

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Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

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CONTRACT DATA REQUIREMENTS LIST <i>(1 Data Item)</i>						Form Approved OMB No. 0704-0188					
<p>The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.</p>											
A. CONTRACT LINE ITEM NO. 0002-0004		B. EXHIBIT G		C. CATEGORY: TDP _____ TM _____ OTHER <u>X</u>							
D. SYSTEM/ITEM MoI/ANP Support			E. CONTRACT/PR NO.		F. CONTRACTOR						
1. DATA ITEM NO. A007	2. TITLE OF DATA ITEM Accident Report				3. SUBTITLE						
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE C.2.10		6. REQUIRING OFFICE CSTC-A						
7. DD 250 REQ N/A	9. DIST STATEMENT REQUIRED A	10. FREQUENCY As Req'd		12. DATE OF FIRST SUBMISSION See 16		14. DISTRIBUTION					
8. APP CODE N/A		11. AS OF DATE Award		13. DATE OF SUBSEQUENT SUBMISSION See 16		a. ADDRESSEE					
16. REMARKS  Block 12: Within 48 hours of incident.  Block 13: Within 30 days of incident.  The Contractor shall immediately report to the relevant authority at the Embassy and the KO & COR, any bodily injury, death, damage to Government property, and/or accidental loss of Government property resulting from the activities of the Contractor, its agents, employees, sub-contractors, or any hostile action.  Report: A written accident report shall be forwarded to the KO & COR within two working days after the date of the accident. All accident records required shall be maintained by the Contractor and a copy shall be distributed to the KO/COR. The Contractor shall immediately report any serious incidents to KO/COR, and provide a follow-up written report detailing analysis, occurrence and action(s) taken by Contractor to resolve the current incident, and mitigation of future occurrence.						CSTC-A		1	1		
						RDECOMCC			1		
						15. TOTAL →					
G. PREPARED BY			H. DATE 6/30/2010		I. APPROVED BY		J. DATE				

17. PRICE GROUP  NSP
18. ESTIMATED TOTAL PRICE



## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

Item A. Self-explanatory.

Item B. Self-explanatory.

Item C. Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.

Item D. Enter name of system/item being acquired that data will support.

Item E. Self-explanatory (to be filled in after contract award).

Item F. Self-explanatory (to be filled in after contract award).

Item G. Signature of preparer of CDRL.

Item H. Date CDRL was prepared.

Item I. Signature of CDRL approval authority.

Item J. Date CDRL was approved.

Item 1. See DoD FAR Supplement Subpart 4.71 for proper numbering.

Item 2. Enter title as it appears on data acquisition document cited in Item 4.

Item 3. Enter subtitle of data item for further definition of data item (optional entry).

Item 4. Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.

Item 5. Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).

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### FOR THE CONTRACTOR

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## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

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### FOR THE CONTRACTOR

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**CONTRACT DATA REQUIREMENTS LIST**  
(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b> 0002-0004	<b>B. EXHIBIT</b> I	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A009	<b>2. TITLE OF DATA ITEM</b> ACSA Report	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C.2.10	<b>6. REQUIRING OFFICE</b> CSTC-A
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<b>7. DD 250 REQ</b> N/A	<b>9. DIST STATEMENT REQUIRED</b> B	<b>10. FREQUENCY</b> Monthly	<b>12. DATE OF FIRST SUBMISSION</b> See 16	<b>14. DISTRIBUTION</b>				
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> See 16	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>			
						Draft	Final	
							Reg	Repro

<b>16. REMARKS</b>  Block 12: 150 days after contract award.  Block 13: 30 days after the end of each month.  Acquisition Cross Servicing Agreements (ACSA) The Contractor shall track and maintain accountability for services provided to each National Command Element and/or Coalition Forces utilizing ACSAs. The Contractor shall record and maintain ACSA cost data. The Contractor shall report cost data to the designated Government representative.  Contractor Format Acceptable	CSTC-A	1	1		
	RDECOMCC		1		
	<b>15. TOTAL</b> →		1	2	0

**17. PRICE GROUP**  
NSP

**18. ESTIMATED TOTAL PRICE**

<b>G. PREPARED BY</b>	<b>H. DATE</b> 6/30/2010	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

- Item A.** Self-explanatory.
- Item B.** Self-explanatory.
- Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.
- Item D.** Enter name of system/item being acquired that data will support.
- Item E.** Self-explanatory (to be filled in after contract award).
- Item F.** Self-explanatory (to be filled in after contract award).
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- Item H.** Date CDRL was prepared.
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- Item 1.** See DoD FAR Supplement Subpart 4.71 for proper numbering.
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**CONTRACT DATA REQUIREMENTS LIST**

*(1 Data Item)*

<b>A. CONTRACT LINE ITEM NO.</b> 0004	<b>B. EXHIBIT</b> J	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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16. REMARKS *(Continued)*

## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

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## INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

### FOR GOVERNMENT PERSONNEL

- Item A.** Self-explanatory.
- Item B.** Self-explanatory.
- Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.
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- Item H.** Date CDRL was prepared.
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- Item 2.** Enter title as it appears on data acquisition document cited in Item 4.
- Item 3.** Enter subtitle of data item for further definition of data item (optional entry).
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- Item 6.** Enter technical office responsible for ensuring adequacy of the data item.
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- Item 15.** Enter total number of draft/final copies to be delivered.
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**CONTRACT DATA REQUIREMENTS LIST**

(1 Data Item)

Form Approved  
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b> 0003	<b>B. EXHIBIT</b> L	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <b>X</b>
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<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A012	<b>2. TITLE OF DATA ITEM</b> Facility Maintenance Plan	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> C.2.10	<b>6. REQUIRING OFFICE</b> CSTC-A
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<b>7. DD 250 REQ</b> N/A	<b>9. DIST STATEMENT REQUIRED</b> B	<b>10. FREQUENCY</b> Once	<b>12. DATE OF FIRST SUBMISSION</b> See 16	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> N/A	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>	
					Draft	Final
					Reg	Repro

<b>16. REMARKS</b>  Block 12: 120 days after contract award.  The Contractor's Facility Maintenance Plan shall address the following components:  1. Personnel. The Contractor shall provide an adequate number of personnel who are qualified to perform their duties at each site for each discipline. The Contractor shall provide life support for all O&M personnel assigned to each camp. The Contractor shall be responsible for obtaining appropriate badges for their personnel or sub-contractor personnel. Contractor shall take steps to ensure that pilfering or theft of badges do not occur (to prevent counterfeiting). The Contractor is fully responsible for gathering information on personnel and providing this information to authorities for purposes of obtaining badges and to prevent infiltration of insurgents.  2. Materials. The Contractor shall maintain an inventory of applicable materials, consumables, parts, and tools at each location. The Contractor shall be responsible for managing the inventory and providing the Government with a copy of the report upon request. (The COR and CSTC-A COR shall be the authorized Government agents to request reports. Any other Government entity shall require COR approval to request any type of report. The Contractor shall not provide any reports to any outside agency without approval from the COR.)	CSTC-A	1	1		
	RDECOMCC		1		
	<b>15. TOTAL</b> →		1	2	0

<b>G. PREPARED BY</b>	<b>H. DATE</b> 6/30/2010	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>17. PRICE GROUP</b> NSP
<b>18. ESTIMATED TOTAL PRICE</b>

## CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

<b>A. CONTRACT LINE ITEM NO.</b> 0003	<b>B. EXHIBIT</b> L	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <input checked="" type="checkbox"/>
<b>D. SYSTEM/ITEM</b> MoI/ANP Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>

**16. REMARKS (Continued)**

3. Preventive Maintenance (PM). The Contractor shall conduct preventive maintenance as scheduled on all items and their subcomponents. The Contractor shall ensure preventive maintenance is properly performed and IAW the preventive maintenance schedule. When performing maintenance inside living quarters or other locked facilities, the resident or assigned group must be notified of the scheduled maintenance. Coordination with the responsible individuals is mandatory to ensure security of property and that privacy is not violated.

4. Corrective Maintenance. The Contractor shall perform corrective maintenance as required on all items and their subcomponents.

5. Maintenance Management. The Contractor shall implement, use and maintain a software-based system to schedule and track preventive maintenance on Government assets at all locations where the Contractor is assigned maintenance responsibilities. This system also shall track any corrective maintenance that may be performed. This system shall be fully operational within 30 days of the CLIN start date. The Contractor shall generate a monthly report on the tenth day of each month to summarize maintenance related activities from the previous month on a site by site basis and make available a copy of the report to the COR monthly. The Contractor shall maintain all structures and ensure that structures are used appropriately for the purpose intended (i.e. storage sheds, not intended for habitation shall not be inhabited.)

6. Work Order System. The Contractor shall institute a commercial-off-the-shelf work order system that is integrated for all facilities/sites in which personnel (residents) may submit maintenance requests to the O&M Staff. These Work Orders shall be classified into two general areas:

a. Emergency Repairs. Items that impact residents' health, i.e. sanitation/plumbing, electrical, fire hazards, etc.

b. Normal Repairs. Items that impact residents comfort, i.e. air condition malfunctions, broken furniture, etc.

7. Inspections. Health and welfare inspections shall be performed to ensure that all edifices on facilities are safe, in working order, and properly maintained. Should at any time during these inspections illegal or unauthorized substances, equipment, or items be found, they shall be reported to the Contracted Security Program Manager, COR, and CSTC-A COR for action. The Contracted Security Program Manager shall be responsible to confiscate such illegal or unauthorized substances and shall turn-in for disposal or legal action, as deemed appropriate.

8. Grounds Maintenance. The Contractor shall be responsible for all grounds maintenance to include but not limited to structures (interior and exterior); concrete works; earth works; site drainage; storm water and erosion protection, force protection barriers and gates; removal of trash and debris to a centralized trash collection point. Contractor shall propose a seasonal grounds maintenance schedule within its Facilities Maintenance Plan.

9. Vector Control. The Contractor shall be responsible for Vector Control for each site/facility (in addition to DFAC vector control). The Contractor shall police all areas to ensure insects, pests and vermin are removed and to prevent infesting of any site/facility. The Contractor shall maintain an adequate bench stock of bait traps and pesticides on-site. These materials shall be stored in a locked area to prevent unauthorized access. The Contractor shall place bait traps and spray pesticides as needed. The Contractor shall notify Site Security Personnel prior to the placement of traps or spraying of pesticides. The Contractor shall prepare an incident report on the first two occurrences of a particular infestation and prepare a serious incident report upon the third and later occurrence(s). All reports shall be submitted to the COR, the QA/QC Manager, and the Site Director.

Contractor Format Acceptable

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