

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 Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. 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 address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0001, 0002, 0003, 0004, 0005	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER _____
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D. SYSTEM/ITEM Technical Information Services	E. CONTRACT/PR NO. N00173-	F. CONTRACTOR
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1. DATA ITEM NO. A001	2. TITLE OF DATA ITEM Contractor On-Site Labor Report	3. SUBTITLE
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4. AUTHORITY (Data Acquisition Document No.) N/A	5. CONTRACT REFERENCE Section C	6. REQUIRING OFFICE NRL Code 3201
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7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY MTHLY	12. DATE OF FIRST SUBMISSION 30DAC	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
					Draft	Final

16. REMARKS The Contractor shall deliver the On-Site Labor Report no later than five (5) days after the end of each reporting month. The report must include as a minimum the following data:	COR	0	1	0
	AO Code 5202	0	1	

Reporting Period:
Contract Number (and Order Number, if applicable):
Contract Value:
Current Funding:
Amount Expended in Current Period:
Total Expended to Date:
Date Submitted:

Labor (including subcontractors) - Show employee name, number of hours, and total amount billed for contractor employees working on-site at NRL. If the contractor employees worked on multiple tasks (as defined by the COR), the numbers of hours worked on each task must be shown separately

15. TOTAL → 0 2 0

G. PREPARED BY	H. DATE 10/15/99	I. APPROVED BY	J. DATE
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17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

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A. CONTRACT LINE ITEM NO. 0001, 0002, 0003, 0004, 0005		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____					
D. SYSTEM / ITEM Technical Information Services			E. CONTRACT / PR NO. N00173-		F. CONTRACTOR				
1. DATA ITEM NO. A002	2. TITLE OF DATA ITEM On-Site Manager and Alternates			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 1.2.1		6. REQUIRING OFFICE NRL Code 3201				
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/R	12. DATE OF FIRST SUBMISSION 30DAC		14. DISTRIBUTION				
8. APP CODE N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE					
18. REMARKS					15. TOTAL →	CO	0	1	0
						COR	0	1	0
1. DATA ITEM NO. A003	2. TITLE OF DATA ITEM Quality Control Plan			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 1.6.1, 1.7.4		6. REQUIRING OFFICE NRL Code 5200				
7. DD 250 REQ DD	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/R	12. DATE OF FIRST SUBMISSION 60DAC		14. DISTRIBUTION				
8. APP CODE N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE					
18. REMARKS					15. TOTAL →	COR	0	1	0
						CO	0	1	0
1. DATA ITEM NO. A004	2. TITLE OF DATA ITEM Inventory of Classified Documents			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 1.7.2		6. REQUIRING OFFICE NRL Code 5200				
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/P	12. DATE OF FIRST SUBMISSION 5DAC		14. DISTRIBUTION				
8. APP CODE N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE					
18. REMARKS					15. TOTAL →	COR	0	1	0
						CO	0	1	0
1. DATA ITEM NO. A005	2. TITLE OF DATA ITEM Special Reports			3. SUBTITLE					
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 1.11.2, 1.12.3, 1.12.4		6. REQUIRING OFFICE NRL Codes 1240 and 5200				
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION				
8. APP CODE N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE					
18. REMARKS Notification of Hazardous Material Spill and Accident/Mishap Reports go to Code 1240 and the COR; Report of Government Equipment Damage goes only to the COR.					15. TOTAL →	Code 1240	0	1	0
						COR	0	1	0
G. PREPARED BY NRL Code 5200		H. DATE 10/15/99		I. APPROVED BY		J. DATE			

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A. CONTRACT LINE ITEM NO. 0001, 0002, 0003, 0004, 0005		B. EXHIBIT A		C. CATEGORY: TDP _____ TM- _____ OTHER _____				
D. SYSTEM / ITEM Technical Information Services			E. CONTRACT / PR NO. N00173-		F. CONTRACTOR			
1. DATA ITEM NO. A006	2. TITLE OF DATA ITEM Safety Plan of Operation			3. SUBTITLE				
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 1.12.2		6. REQUIRING OFFICE NRL 5200			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/R	12. DATE OF FIRST SUBMISSION 90DAC		14. DISTRIBUTION			
8. APP CODE N/A	N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION					
18. REMARKS					a. ADDRESSEE	b. COPIES		
					Draft	Final	Reg	Repro
					COR	0	1	0
15. TOTAL →					0	1	0	
1. DATA ITEM NO. A007	2. TITLE OF DATA ITEM Government-Furnished Equipment Inventory			3. SUBTITLE				
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 2.1.2.1		6. REQUIRING OFFICE NRL 5200			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ONE/P	12. DATE OF FIRST SUBMISSION 10DAC		14. DISTRIBUTION			
8. APP CODE N/A	N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION					
18. REMARKS					a. ADDRESSEE	b. COPIES		
					Draft	Final	Reg	Repro
					COR	0	1	0
15. TOTAL →					0	1	0	
1. DATA ITEM NO. A008	2. TITLE OF DATA ITEM Report of Equipment Disposition			3. SUBTITLE				
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 2.1.2.2		6. REQUIRING OFFICE NRL Code 5200			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION			
8. APP CODE N/A	N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION					
18. REMARKS					a. ADDRESSEE	b. COPIES		
					Draft	Final	Reg	Repro
					COR	0	1	0
					Admin CO	0	1	0
15. TOTAL →					0	2	0	
1. DATA ITEM NO. A009	2. TITLE OF DATA ITEM Maintenance Service Report			3. SUBTITLE				
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 2.2.12.2		6. REQUIRING OFFICE NRL 5200			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION			
8. APP CODE N/A	N/A	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION					
18. REMARKS					a. ADDRESSEE	b. COPIES		
					Draft	Final	Reg	Repro
					COR	0	1	0
15. TOTAL →					0	1	0	
G. PREPARED BY NRL Code 5200			H. DATE 10/15/99	I. APPROVED BY		J. DATE		

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A. CONTRACT LINE ITEM NO. 0001, 0002, 0003, 0004, 0005		B. EXHIBIT A		C. CATEGORY: TDP _____ TM- _____ OTHER _____	
D. SYSTEM / ITEM Technical Information Services			E. CONTRACT / PR NO. N00173-		F. CONTRACTOR
1. DATA ITEM NO. A010	2. TITLE OF DATA ITEM Report of Customer Complaints			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 4.3.4		6. REQUIRING OFFICE NRL Code 5200
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ	
8. APP CODE N/A	N/A	11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS				14. DISTRIBUTION	15. TOTAL
				a. ADDRESSEE	b. COPIES
				Draft	Final
					Reg
					Repro
				0	1 0
				0	1 0
1. DATA ITEM NO. A011		2. TITLE OF DATA ITEM Integration of Additional Resources		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 4.3.7		6. REQUIRING OFFICE NRL Code 5200
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ	
8. APP CODE N/A	N/A	11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS				14. DISTRIBUTION	15. TOTAL
				a. ADDRESSEE	b. COPIES
				Draft	Final
					Reg
					Repro
				0	1 0
				0	1 0
1. DATA ITEM NO. A012		2. TITLE OF DATA ITEM Computer Graphics SOPs and Guidelines		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 5.2.2.1		6. REQUIRING OFFICE NRL Code 5200
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ	
8. APP CODE N/A	N/A	11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS				14. DISTRIBUTION	15. TOTAL
				a. ADDRESSEE	b. COPIES
				Draft	Final
					Reg
					Repro
				0	1 0
				0	1 0
1. DATA ITEM NO. A013		2. TITLE OF DATA ITEM Schedule of Exhibitions		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) N/A			5. CONTRACT REFERENCE PWS 5.3.2		6. REQUIRING OFFICE NRL Code 5200
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ANNNLY		12. DATE OF FIRST SUBMISSION 30DAC	
8. APP CODE N/A	N/A	11. AS OF DATE		13. DATE OF SUBSEQUENT SUBMISSION	
16. REMARKS				14. DISTRIBUTION	15. TOTAL
The Contractor shall establish a schedule of exhibitions to attend each fiscal year. The schedule shall be developed by 1 October of the current fiscal year for the following fiscal year.				a. ADDRESSEE	b. COPIES
				Draft	Final
					Reg
					Repro
				0	1 0
				0	1 0
G. PREPARED BY NRL Code 5200			H. DATE 10/15/99		I. APPROVED BY
					J. DATE

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A. CONTRACT LINE ITEM NO. 0001, 0002, 0003, 0004, 0005		B. EXHIBIT A		C. CATEGORY: TDP _____ TM- _____ OTHER _____	
D. SYSTEM / ITEM Technical Information Services			E. CONTRACT / PR NO. N00173-		F. CONTRACTOR
1. DATA ITEM NO. A014	2. TITLE OF DATA ITEM NRL Auditorium Schedule			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.) N/A		5. CONTRACT REFERENCE PWS 5.6.2		6. REQUIRING OFFICE NRL Code 5200	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY WEKLY	12. DATE OF FIRST SUBMISSION 7DAC	14. DISTRIBUTION	
8. APP CODE N/A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES
16. REMARKS The Commanding Officer, Code 1000, wants a copy of the Quarters A schedule only.					Draft
				Code 3500	0 1 0
				COR	0 1 0
				Janitorial	0 5 0
				15. TOTAL →	0 7 0

1. DATA ITEM NO.		2. TITLE OF DATA ITEM		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE		6. REQUIRING OFFICE	
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES
16. REMARKS					Draft
				15. TOTAL →	

1. DATA ITEM NO.		2. TITLE OF DATA ITEM		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE		6. REQUIRING OFFICE	
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES
16. REMARKS					Draft
				15. TOTAL →	

1. DATA ITEM NO.		2. TITLE OF DATA ITEM		3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE		6. REQUIRING OFFICE	
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES
16. REMARKS					Draft
				15. TOTAL →	

G. PREPARED BY NRL Code 52000		H. DATE 10/15/99	I. APPROVED BY		J. DATE
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