Carrier Engineering Maintenance Assist Team (CEMAT)/ Surface Engineering Maintenance Assist Team (SEMAT)

CONTRACT DATA REQUIREMENTS LIST (CDRL)

N00024-26-R-4114

GENERAL DD FORM 1423 GLOSSARY

A. The following information is keyed to and provides explanations for entries in Blocks A through J of the DD Form 1423 Exhibit(s):

Block A. CONTRACT LINE ITEM NO.
The contract Line Item Number (CLIN) that is associated with this Contract Data Requirements List (CDRL).

Block B. EXHIBIT
The exhibit identified for this CDRL (see DFARS 204.7105-3 for exhibit identifiers). NOTE:

DFARS 204.7105-2 specifies that the DD Form 1423 shall always be an exhibit.

Block C. CATEGORY
The appropriate category (i.e., Technical Data Package (TDP), Technical Manual (TM), or "Other" data (OTHER)) for the data item. Types of data which comprise a TDP are defined in MIL-STD-31000 series and types of manuals included under the TM category are defined in Part IX, Section B, of DoDI 5000.2. "Other" data may be further categorized, such as Administrative Data, Provision Data, Configuration Management Data, etc., per the functional area assignments contained in the ASSIST.

Block D. SYSTEM/ITEM
The system, item, project designator or name, or title of services being acquired that the data will support.

Block E. CONTRACT/PR NO.
The Procurement Instrument Identification Number (PIIN) (i.e., the contract number, the Purchase Request (PR) number, the Request for Proposal (RFP) number, or other appropriate designator).

Block F. CONTRACTOR
The contractor's name. Following the name, a slash ("/") and the contractor's Commercial and Government Entity (CAGE) code may be inserted.

(The next four items appear at the bottom of the form, i.e., after Blocks 1 through 16.)

Block G. PREPARED BY
The preparer's name and organization responsible for preparation of the CDRL. The signature of the preparer will be on the last page of the exhibit.

Block H. DATE
The date the CDRL was prepared.

Block I. APPROVED BY
The name of the individual responsible for approving the CDRL. The approving official's signature will be on the last page of the exhibit.

Block J. DATE
The date the CDRL was approved.

NOTE: Blocks G through J need only be signed on the last page of each CDRL exhibit when the preparer and the approving official are the same throughout the entire exhibit. All other pages should contain the typed name and date entered on the last page.

B. The following information is keyed to and provides explanations for entries in Blocks 1 through 16 of the DD Form 1423 Exhibit(s):

Block 1. DATA ITEM NO.
The 4-character Exhibit Line Item Number (ELIN). The first and/or second positions consist of the exhibit identifier, and the remaining positions are assigned sequentially. The letters "I" and "O" are not used. ELIN sequencing order can be found in DFARS 204.7106. All ELINs between the first and last ELIN will be accounted for in the exhibit.

Block 2. TITLE OF DATA ITEM
The exact title of the Data Item Description (DID) cited in Block 4. When the ELIN is used to acquire technical manuals (TMs), a Technical Manual Contract Requirements (TMCR) document will be cited in Block 4, and the entry in Block 2 will be the title of the specific type of TM being acquired.

Block 3. SUBTITLE
Further identification of the data item to supplement the title, if required (optional entry).

Block 4. AUTHORITY (DATA ACQUISITION DOCUMENT NO.)
The DID identification number, One-Time DID number, or Technical Manual Contract Requirements (TMCR) number of the document which defines data content and format requirements. If a TMCR is used, this block will state "See TMCR _____" and the TMCR will be attached to the CDRL. The TMCR will list the applicable military specifications and/or standards which provide the data preparation instructions. With the exception of One-Time DID, the document(s) cited in this block (or listed in the TMCR, when used) will have been cleared for listing in the ASSIST.

Block 5. CONTRACT REFERENCE
The specific paragraph number of the applicable contractual document which contains the tasking that generates a requirement for the data item. Normally, this will be a Statement of Work (SOW) paragraph.

Block 6. REQURING OFFICE
The technical office having responsibility for ensuring the technical adequacy of the data.

Block 7. DD 250 REQUIRED
The applicable code, extracted from Table 1, designating the requirements for inspection and acceptance of the data. The DD Form 250 shall be delivered to the first addressee in Block 14, unless otherwise indicated in Block 16.

Block 8. APP CODE
Identification, by entry of an "A", of a requirement for advanced written approval prior to final

distribution of an item of critical data (i.e., test plans, test procedures, program plans, or any other documentation that requires Government approval prior to the contractor taking an action). An "A" in this block indicates in Block 14 that a preliminary draft is required. Block 16 of the ELIN will show the length of time required for Government approval/disapproval and the subsequent turn-around time for the contractor to resubmit the data after Government approval/disapproval has been issued. Block 16 will provide all information regarding submittal of this draft; entries in Blocks 10, 12, and 13 refer only to submittal of the final data deliverable. Block 16 will also indicate the approval requirement, e.g., approval of technical content and/or format.

TABLE 1. DATA INSPECTION AND ACCEPTANCE CODES

CODE	DEFINITION	
DD 250 CODE	INSPECTION	ACCEPTANCE
SS	Source*	Source*
DD	Destination	Destination
SD	Source*	Destination
DS	Destination	Source*
LT**	Letter of transmittal only.	
NO**	No inspection, acceptance or letter of transmittal required.	
XX	Inspection and acceptance requirements specified elsewhere in the contract.	

* Source indicates contractor facility

** These codes are not authorized for data comprising final delivery of Technical Data Packages or for final delivery of Technical Manuals. (LT may, however, be used for delivery of preliminary TDPs or TMs.)

LT is not authorized for use when inspection is required. LT is used when the contracting agency does not desire to have a DD Form 250 for each and every piece of data developed by the contractor. The only other authorized use of LT is the special case where the contracting agency does not desire to have separate DD Forms 250, but desires to have a Government Quality Assurance (QA) representative perform inspection. The Government QA representative shall be listed on the distribution in Block 14 and requested, via the QA letter of instruction, to provide comments.

Block 9. DISTRIBUTION STATEMENT REQUIRED

The code letter (i.e., A, B, C, D, E, F, or X) corresponding to the distribution statement to be marked on the data item by the contractor, in accordance with DoDD 5230.24. Block 16 of the ELIN will reflect the appropriate statement and will include the reason, date of determination, and controlling DoD office. The Program office will be responsible for selection and placement of the seven authorized statements. If the appropriate statement is not known, or if it may vary among specific submissions under this item, "See Block 16" will be entered in this block and explanatory information in Block 16. If the data item is not technical in nature and does not require a distribution statement, enter "N/A" for "Not Applicable" will be entered in this block.

Block 10. FREQUENCY
The frequency of data submittal. Entries in this block are explained in Table 2. If the data is of a recurring type, it is to be submitted at the end of the reporting period established in this block unless otherwise indicated in Block 16.

TABLE 2. DATA SUBMITTAL FREQUENCY CODES

CODE	FREQUENCY
ANNLY	Annually
ASGEN*	As generated
ASREQ*	As required
BI-MO	Every two months
BI-WE	Every two weeks
CP/RQ*	Change pages as required
DAILY	Daily
DFDEL	Deferred delivery (See DFARS 252.227-7026)
MTHLY	Monthly
ONE/R	One time with revisions
OTIME	One time (Does not include draft submissions)
QRTLY	Quarterly
R/ASR*	Revisions as required
SEMIA	Every six months
WEKLY	Weekly
XTIME	Multiple separate submittals (2TIME, 3TIME, etc.) (Does not include draft submissions)
See Block 16*	Requirement is fully described in Block 16. Used in lieu of other codes where such as inadequate to define requirement, or used in addition to other codes requiring amplification in Block 16.

NOTE: The codes are limited to five (d) digits for automation purposes.

*The ELINs citing these codes will have an additional explanation in Block 16 to provide the contractor with guidance necessary to accurately price the deliverable data item.

Block 11. AS OF DATE
Date for cutting off collection of the data. If the data is to be submitted multiple times, a numeral will be entered in this block to indicate the number of calendar days prior to the end of the reporting period, established in Block 10, that data collection will be cut off. For example, “15” would place the “as of” date for the data at 15 days before the end of the month, quarter, or year, depending on the frequency established in Block 10; a “0” would place the “as of” date at the end of each month, quarter, etc. If the data is submitted only once, the “as of” date will be as follows: year/month/day, e.g., 03/MAY/02. In stances where an “as of” entry is appropriate, but cannot be numerically expressed because it is contingent upon a specific event, “See Block 16” will be entered in this block and explanatory information will be provided in Block 16. If an “as of” date is not applicable, an entry of “N/A” will be made in this block.

Block 12. DATE OF FIRST SUBMISSION

The due date for initial data submission. This is normally the postage date or date the data is delivered to the ACO, entered as year/month/day (e.g., 03/MAY/02) or keyed to a specific event or milestone, using a code from Table 3.

NOTE: No classified dates are cited in the CDRL.

TABLE 3. DATA SUBMISSION CODES

CODE	FREQUENCY
ASGEN*	As generated
ASREQ*	As required
DFDEL*	Deferred delivery
XDAC**	Days after contract award
XDACM**	Days after contract modification
XDARC**	Days after receipt of comments
XDARP**	Days after reporting period
XDATC**	Days after test completion
XDPTT**	Days prior to testing
EOC	End of contract
EOQ	End of quarter
NLT	No later than
See Block 16*	Used to indicate requirement is fully described in Block 16. Used in lieu of other codes where such as inadequate to define requirement, or used in addition to other codes requiring amplification in Block 16.

* The ELINs citing these codes will have in Block 16 additional specific instructions relative to data submissions.

** The "X" is assigned a value indicating the number of days, e.g., 30DAC.

Block 13. DATE OF SUBSEQUENT SUBMISSION

The due date(s) for subsequent data submission(s), if data is to be submitted more than once. If submittal is constrained by a specific event or milestone, the constraint will be given using a code from Table 3.

NOTE: No classified dates are cited in the CDRL.

Block 14. DISTRIBUTION

The addressees and the number of draft copies and final copies (regular and reproducible) to be provided to each. DoD component designators and office symbols/codes, or Unit Identification Codes (UICs); may be used; however an explanation of these will be provided in the Addressee List. The first addressee will be the acceptance activity for the data if acceptance by DD 250 is to be accomplished at destination (see Block 7). When reproducible copies (e.g., magnetic tape, vellum, negative, etc.) are required, an explanation will be provided in Block 16. If the data is not to be delivered to the Government or associated contractors, an explanation will be given in Block 16. If deferred delivery is required, "DFDEL" will be entered in this block and amplification will be given in Block 16.

The electronic mail addresses for the addressees cited are as follows:

PMS 312C	Nathan Ott	nathan.o.ott.civ@us.navy.mil
	Ginger Alcala	ginger.d.alcala.civ@us.navy.mil
PMS 312D	CAPT Upendra Ramdat	upendra.ramdat.mil@us.navy.mil
PMS 312E	CDR Emily Curran	emily.a.curran3.mil@us.navy.mil
CNAL	Geoffry Graves	geoffry.d.graves.civ@us.navy.mil
	Monica Copney	monica.r.copney.civ@us.navy.mil
CNAP	Mark Warner	mark.e.warner.civ@us.navy.mil
	Kazuko Clawson	kazuko.clawson.civ@us.navy.mil
CNSP	Greg Brown	gregory.a.brown1.civ@us.navy.mil
CNSL	CDR Brandon Stewart	brandon.a.stewart6.mil@us.navy.mil
SUPSHIP	Bonner Secrest	bonner.m.secrest.civ@us.navy.mil
	Roger Goetz	roger.l.goetz.civ@us.navy.mil

NOTE: No classified dates are cited in the CDRL.

Block 15. TOTAL
The total number of draft and final (regular/reproducible) copies required by Block 14.

Block 16. REMARKS
Contains all pertinent data information not specified elsewhere on this DD Form 1423 and any amplification of other blocks on this form (e.g., DID tailoring, use of contractor format, approval criteria and authority, inspection and acceptable clarification, distribution statements, specific submission instructions, explanation of reproducible copy and delivery requirements, designed medium for delivery of the data item, etc.)

C. The following instructions apply to completion of Blocks 17 and 18 by contractor personnel:

Block 17. PRICE GROUP
Specify the 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 conformation with Government requirements, and the administrative 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, and 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 items 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 which does not required and substantial change 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 III are the administrative and other expenses related to reproducing and delivering such data items to the Government.

d. **Group IV. Definition** – Data which is developed by the contractor as port of his normal operating procedures and his effort in supply this data to the Government is minimal.

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

Block 18. ESTIMATED TOTAL PRICE

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 entry "N/C" for "no charge" will be acceptable. The estimated price 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.

Carrier Engineering Maintenance Assist Team (CEMAT)/ Surface Engineering Maintenance Assist Team (SEMAT)

CONTRACT DATA REQUIREMENTS LIST (CDRL)

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ITEM	TITLE	SUBTITLE
A001	TECHNICAL REPORT – STUDY/SERVICES	
A002	MATERIAL STATUS REPORT	MATERIAL DEFICIENCES
A003	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	AUTOMATED WORK REQUEST (AWR)
A004	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	TECHNICAL MANUAL DEFICIENCY REPORT (TMDER)
A005	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	PMS FEEDBACK REPORT
A006	QUALITY ASSURANCE PROGAM PLAN (QAPP)	QUALITY MANAGEMENT SYSTEM (QMS)
A007	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	FORMAL WORK PACKAGE
A008	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	CONTROLLED WORK PACKAGE
A009	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	ON BOARD MAINTENANCE TRAINING (OBMT) CURRICULUM AND POA&M
A010	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	TECHNICAL SUPPORT STATUS REPORT (TSSR)
A011	TRACKING REPORT FOR EQUIPMENT MODIFICATION	SHIP CHANGE DOCUMENT (SCD) REPORT
A012	INTERNAL CONTRACTOR TECHNICAL DATA REPORT	MONTHLY REPORT
A013	INTERNAL CONTRACTOR TECHNICAL DATA REPORT	INVOICE TASK STATUS REPORT
A014	PROGRESS REPORT	CONTRACTOR'S RECORD OF COMPLETED NNPI PROPULSION PLANT WORKER'S TRAINING
A015	REVISIONS TO EXISTING GOVERNMENT DOCUMENTS	COMPUTER BASED TRAINING (CBT)
A016	INTERNAL CONTRACTOR TECHNICAL DATA REPORT	TASK ACTION MEMORANDUM (TAM)
A017	CONFIGURATION STATUS ACCOUNTING (CSA) INFORMATION	CDMD-OA REPORTING
A018	DEMAND ONLY TRANSACTIONS REPORT	DEMAND HISTORY ADJUSTMENT (DHA)