

DATA ITEM DESCRIPTION			Form Approved OMB No. 0704-0188 Exp. Date: Jun 30 1986	
1. TITLE		2. IDENTIFICATION NUMBER		
Task Assignment Plan		DI-MGMT-80057		
3. DESCRIPTION/PURPOSE				
The purpose of this plan is to provide a detailed plan from the contractor on a task assignment under a task assignment level-of-effort contract.				
4. APPROVAL DATE (YYMMDD)	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTIC REQUIRED	6b. GIDEP REQUIRED	
851008	A/BMDSC-HP			
7 APPLICATION/INTERRELATIONSHIP				
7.1 This Data Item Description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirements for this data included in the contract.				
7.2 This Data Item Description may be applied in any contract and during any program phase.				
7.3 This Data Item Description supersedes DI-A-1027 and DI-A-1028.				
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS		9b. AMSC NUMBER
				A3682
10. PREPARATION INSTRUCTIONS				
10.1 <u>Contract</u> . This Data Item Description is generated by the contract which contains a specific and discrete work task to develop this data product.				
10.2 <u>Format</u> . The Task Assignment Plan shall be in contractor's format.				
10.3 <u>Content</u> . The Task Assignment Plan shall delineate a detailed plan on a task assignment as follows:				
10.3.1 <u>TITLE</u> : Identify title of Task Assignment.				
10.3.2 <u>AUTHORITY</u> : Copy of Task Assignment (Provide as Enclosure 1).				
10.3.3 <u>POINT OF CONTACT</u> : Name, address and telephone number of principal Government and contractor personnel.				
10.3.4 <u>TECHNICAL APPROACH</u> : Narrative consisting of all aspects of the technical approach (Provide as Enclosure 2).				
10.3.5 <u>REQUIRED INPUTS</u> : Copies of appropriate study and concept documentation to support analysis and system definition, progress, or design (including reports, memos, and briefings) as appropriate to ensure effective communication (Provide as Enclosure 3).				
10.3.6 <u>SCHEDULE</u> : Copy of planned schedule (Provide as Enclosure 4).				
10.3.7 <u>LEVEL OF EFFORT</u> : Data content shall be as delineated in the Contract Task Plan (Fig 1). A typical format is identified in Figure 1: Sample Format. (Provide as Enclosure 5).				
10.3.8 <u>OTHER RESOURCES REQUIRED</u> : List subcontractors.				

DI-MGMT-80057

CONTRACT TASK PLAN

(NAME OF ARMY COMMAND OR ACTIVITY)

Page of

Contract No.:	Contractor Name & Address:	Task Assignment No.:
Contractor Representative Signature:	Date Signed:	Task Start Date:
Typed Name/Title:	Telephone No.:	Task Completion Date:

COST ESTIMATE LABOR

Group Category	Months												Total Hrs.		
	1	2	3	4	5	6	7	8	9	10	11	12		13	

Description of Effort:	Estimated Cost																	
	1	2	3	4	5	6	7	8	9	10	11	12	13					
Total Direct Labor Hours																		
Total Material																		
Total Travel																		
Other Direct Charges (Computer Use Time, etc.)																		
Subtotal																		
Overhead																		
GWA %																		
Subtotal																		
COM																		
Fee (Base and Award)																		
TOTAL																		

FIGURE 1 (Sample Format)