

## DATA ITEM DESCRIPTION

### TITLE: CONTRACTOR'S PROGRESS, STATUS AND MANAGEMENT REPORT

**Number: DI-MGMT-81904**

**Approval Date: 20130313**

**AMSC Number: N9357**

**Limitation: N/A**

**DTIC Applicable: N/A**

**GIDEP Applicable: N/A**

**Office of Primary Responsibility: AS/PMA-207**

**Applicable Forms: N/A**

#### **Use/relationship:**

The Contractor's Progress, Status and Management Report provides a detailed description of all the flight activities planned and executed for the applicable calendar month.

This Data Item Description (DID) contains format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.

This DID contains the format, content and intended use information for the data product resulting from the work task described in the contract.

#### **Requirements:**

1. Format. Contractor format is acceptable.
2. Content. The Progress Report content shall include the following:
  - 2.1 Header Information: Contractor Name, Address, Contract Number, Date of Report, Contract Data Requirements List (CDRL) number and Classification.
  - 2.2 Section 1: CLIN Summary shall include
    - Contract Line Item Number (CLIN)
    - Description
    - Unit of Issue
    - Unit Price
    - Minutes Authorized
    - Minutes Funded
    - Minutes Unfunded
    - Minutes Invoiced
    - Minutes Unbilled
    - Dollars Authorized
    - Dollars Funded
    - Dollars Invoiced
    - Dollars Unbilled

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2.3 Section 2: Delivery Order Summary shall include

Delivery Order Number

Customer

Contract Line Item Number (CLIN)

Minutes Funded

Minutes Expended

Minutes Unbilled

Dollars Funded

Dollars Invoiced

Dollars Unbilled

Percent Billed (expanded to two decimals)

Funding Totals

Total

2.4 Section 3: Completed detachments reported by Scheduling Office (East Coast, West Coast, Mid/Westpac and 5.1.2 Special Programs)

Start Date

End Date

Type/Service

Number of Minutes Flown

Number of Hours Flown

Number of Sorties

2.5 Section 4: Scheduled detachments reported by Scheduling Office (East Coast, West Coast, Mid/WestPac and 5.1.2 Special Programs)

Start Date

End Date

Type/Service

Number of Minutes Flown

Number of Hours Flown

Number of Sorties

2.6 Section 5: Operational Overview

2.7 Section 6: Meetings/Synopsis

2.8 Section 7: Milestones

2.9 Section 8: Problem Areas

2.10 Section 9: Comments

3.0 End of DI-MGMT-81904.