DATA ITEM DESCRIPTION
Title: Quantity Data Report

Number: DI-MGMT-82164
AMSC Number: 9870
DTIC Applicable: No
Preparing Activity: CAPE

Approval Date: 20171116
Limitation:
GIDEP Applicable: No
Project Number: FNCL-2017-005

USE/RELATIONSHIP: The Quantity Data Report is the Department of Defense (DoD) system for collecting program quantity information as part of the Cost, Software, and Technical Data Reporting (CSDR) requirement. The resulting data repository serves as the primary source for contract cost and software data for many DoD resource analysis efforts; including cost database development, applied cost estimating, cost research, program reviews, Analysis of Alternatives (AoA), and life cycle cost estimates. The Quantity Data Report provides context to cost and hour data to derive accurate unit cost.

For background and detailed requirements related to CSDR, refer to DoD 5000.04-M-1 (or latest version), "Cost and Software Data Reporting (CSDR) Manual."

The Quantity Data Report is structured around five data groups below that contain the content and relationships required for electronic submissions:

Quantity Data Group Name	Data Group
Report Metadata	A
DD FORM 2794 Data Elements	B
Quantity At Completion	C
Assessed Quantity To Date	D
Sequencing (as required by DD FORM 2794)	E

A. Data Group A – <u>Report Metadata</u>: Provides metadata on the contract that allows the submitted data to be associated with other program data.

B. Data Group B – <u>DD FORM 2794 Data Elements</u>: Documents WBS reporting elements and additional data tags, or identification to separate data items, as required by the DD FORM 2794.

C. Data Group C – <u>Quantity At Completion</u>: Documents the quantities at completion, both delivered and internal, for relevant pieces of scope by Work Breakdown Structure (WBS), consistent with the DD FORM 2794.

D. Data Group D – <u>Assessed Quantity To Date</u>: Documents quantities completed to date and quantities in process by WBS consistent with the DD FORM 2794.

E. Data Group E – <u>Sequencing (as required by DD FORM 2794)</u>: Documents the cumulative sequencing of delivered and internal units produced for each End Item coming from the same production line.

This DID summarizes content and provides instructions to support the data and frequency requirements specified in the contract for Quantity Data reporting. The Quantity Data Report is related to other program acquisition

requirements, including the "Cost and Hour Data Report (FlexFile)" (DI-FNCL-82162), "SRDR Development/ Maintenance" (DI-MGMT-82035A), and the "Detailed Mass Properties Status Report," (DI-GDRQ-81231).

Unless otherwise provided in the contract, data reported in the Quantity Data Report will pertain to all authorized contract work, including both priced and unpriced effort.

Reporting is required throughout the complete acquisition life cycle. Contract reporting is required throughout the life of the contract.

REQUIREMENTS:

1. *References*: All references below will be made available at http://cade.osd.mil/policy.

   a. DoD Instruction 5000.02, "Operation of the Defense Acquisition System," (current version).

   b. DoDI 5000.73, "Cost Analysis Guidance and Procedures," (current version).

   c. DoD 5000.04-M-1, "Cost and Software Data Reporting (CSDR) Manual," (current version).

   d. "Operating and Support Cost-Estimating Guide," (current version).

   e. MIL-STD-881, "Work Breakdown Structure for Defense Materiel Items," (current version).

   f. CSDR/EVM DD FORM 2794 Template and Process (current version).

   g. Quantity Data Report Data Exchange Instructions (DEI) (current version).

   h. Quantity Data Report File Format Specifications (FFS) (current version).

   i. Quantity Data Report Implementation Guide (current version).

2. *Format*. Use the Quantity Data Model, and the detailed preparation instructions below. Data must be reported for each Work Breakdown Structure (WBS) Element for which an "X" is marked in Block 14a.i (Quantity Data) and Block 14a.ii (GFE Quantity) of the approved contract or subcontract CSDR/EVM DD FORM 2794. Omit the other WBS Elements.

   Data Groups A through E shall be submitted electronically in accordance with the CAPE-approved Quantity Data Report DEI/FFS. The specific definition of the Quantity Data Report DEI/FFS are provided under separate covers, (Reference g and h above). Electronic submittals shall be delivered to the OSD CAPE Defense Cost and Resource Center's (DCARC's) secure web-site using the Cost Assessment Data Enterprise (CADE) CSDR Submit-Review (CSDR-SR) system.

   a. All former DD Form versions shall not be used to submit data to the DCARC under this DID, as specified in the DD FORM 2794.

   b. Uploading data to the DCARC requires use of either a DoD Common Access Card (CAC) or a DoD-approved External Certification Authority (ECA) certificate. See http://cade.osd mil/Files/CADE_Portal_Registration_Instructions.pdf for portal registration instructions.

GENERAL INSTRUCTIONS: All reporting under this Quantity Data DID will be in accordance with the approved DD FORM 2794.

1. All reporting must be based on the approved DD FORM 2794. The submission frequency and required formats will be defined in Block 15 of the approved contract or subcontract DD FORM 2794.

2. Files shall be marked with the appropriate security classifications in Item 12 of Data Group A and proprietary/distribution statement in Item 13 of Data Group A. Only Unclassified documents should be

submitted to the DCARC. Contact the DCARC for special processing instructions for classified submissions, security concerns and/or other limited distribution requirements.

3. When a corresponding FlexFile, Technical, or Software Report is required on a contract or subcontract, the Quantity Data Report should align by the 'as of' date, as referenced in the approved DD FORM 2794.

4. Reporting entities must report all quantities designated within the DD FORM 2794 for all scope associated with the contract, including Advance Procurement, Long Lead Materials, Multiyear Procurement, Inter-Division or Inter-Company Work Orders (IWOs), Foreign Military Sales (FMS), Warranty, etc. Quantity data should not be omitted based on Contract Line Item Number (CLIN) structure or definition.

PREPARATION INSTRUCTIONS:

A. **Data Group A – Metadata**

1. Program Name: The name given to the program. The Program Name shall be the same as Block 1a of the DD FORM 2794.

2. Phase or Milestone: The life cycle phase being reported. The Phase/Milestone shall be the same as Block 1b of the DD FORM 2794. Report all that apply:

   a. Pre-A (Material Solution Analysis Phase),

   b. A (Technology Maturation and Risk Reduction Phase),

   c. B (Engineering and Manufacturing Development Phase),

   d. C-LRIP (Low-Rate Initial Production),

   e. C-FRP (Full-Rate Production), or

   f. O&S (Operations and Support Phase)

3. Prime Mission Product: The most current official military designation for the reported product as specified by the appropriate classification standard (e.g., DoD 4120.15-L, "Military Designation of Military Aerospace Vehicles," would specify "F-35" for the Joint Strike Fighter). The defined Prime Mission Product shall be the same as Block 1c of the DD FORM 2794.

   a. For contract (or subcontract) DD FORM 2794, the end item being reported may have a different designation than the total program (e.g., the preparer would enter "AN/APG-81 Radar" for the F-35 Radar contract DD FORM 2794).

   b. If the product does not have a military designation, enter the type of product being developed or procured, for example, radar.

4. Contract Number: The assigned prime contract number the prime contractor has with the government customer. This requirement is identical for both reporting entities and direct-reporting subcontractors. The Approved Contract Number shall be the same as Block 9b of the DD FORM 2794.

5. Customer Name: Applies to direct-reporting subcontractor use only. Customer is the organization name of the prime contractor for whom the work on the subcontract is being performed. Otherwise NA (for "not applicable").

6. Commodity Type: The category of materiel associated with the scope of work under contract, and may serve as the basis for the WBS (e.g., Aircraft Systems) according to the MIL-STD-881 (current version). This will be the same as Block 2 of the DD FORM 2794

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7. Approved DD FORM 2794 Plan Number: The approved number of the current DD FORM 2794 that authorized the collection of data for this report (which may have been updated since contract start).

    a. DD FORM 2794 Plan Number: The Approved Plan Number shall be the same as Block 10a of the current DD FORM 2794.

    b. Revision Number: The Revision number will be the same as Block 10b of the current DD FORM 2794.

8. Submission Event: Information for the report submission event:

    a. Event ID: The submission event number for the report provided. This shall match Block 15a of the current DD FORM 2794.

    b. Submission Event Name: The submission event name for the report provided. This shall match Block 15c of the current DD FORM 2794.

    c. Event Type(s): This shall indicate whether the event type is a "Wildcard" as denoted by an "X" in Block 15d of the current DD FORM 2794.

    d. Report Cycle: Report Type is one of the following: Initial; Interim; or Final. This shall match Block 15e of the current DD FORM 2794.

    e. Report As Of: The report as of date is defined as the day of the month reflected by the reporting entity's internal reporting calendar that comes closest in terms of absolute value to the Report As Of Date provided by Block 15f of the DD FORM 2794. The format for the date shall be year, month, and day.

    f. Resubmission Number: If the report is a resubmission, enter the resubmission number, starting with "1" for the first resubmission, "2" for the second resubmission, and so forth. Resubmission will occur only with a signed memo by the DCARC director, otherwise, enter 0 for original submission.

9. Period of Performance: Enter the dates for the data being reported. Enter the appropriate numeric data for the year, month, and day.

    a. Start Date: The actual contract work start date.

    b. End Date: The latest revised estimate for period of performance end date for all contracted work.

10. Reporting Organization: Information for the organization actually performing and/or leading the work.

    a. Organization Name: Name of the organization. This shall be the same as Block 9a.i of the DD FORM 2794.

    b. Division Name: Name of the division of the organization performing and/or leading the work, if applicable. This shall be the same as Block 9a.ii of the DD FORM 2794.

    c. CAGE Code: Commercial and Government Entity Code, or CAGE Code, is a unique identifier assigned to suppliers, to various government or defense agencies, as well as to government agencies themselves and also various organizations.

    d. Location: Location of the organization. This shall be the same as Block 9a.iii of the DD FORM 2794.

11. Point of Contact: Information for the person to contact for answers to any question about entries on the submission:

    a. Name: Last Name, First name, and Middle Initial

    b. Department: (Department within the contractor business unit)

    c. Telephone Number: (including Area Code)

    d.   <u>E-mail Address</u>:

12. <u>Classification</u>: If unclassified, mark "Unclassified" in the security classification field. Contact DCARC for special processing instructions for classified submissions, security concerns and/or other limited distribution requirements. Only Unclassified documents should be submitted to the DCARC in accordance with this DID.

13. <u>Proprietary/Distribution Statement</u>: The reporting entity's distribution statement for this data submission. Contact DCARC for special processing instructions for classified submissions, security concerns and/or other limited distribution requirement

14. <u>Date Prepared</u>: The date of report preparation. The format for the date shall be year, month, and day.

B. **Data Group B – DD FORM 2794 Data Elements**

1. <u>WBS Element</u>: The WBS element reflective of Block 11 of DD FORM 2794. Data must be reported for each WBS Element where an "X" has been marked in Block 14a from the approved DD FORM 2794. Omit the other WBS Elements.

2. <u>Order/Lot</u>: The Order/Lot as identified in Block 17 of DD FORM 2794. When appropriate, the Order/Lot will have sequence or fiscal year buy information associated with it.

   Examples include Technology Development (TD), Engineering and Manufacturing Development (EMD), Low Rate Initial Production (LRIP) #3, and Full Rate Production (FRP) #5. Examples of Order/Lot Names on the same contract DD FORM 2794 include Lot 1, Lot 2, Lot 3, etc., or, Construction Preparation, Detailed Design & Construction, etc.

3. <u>End Item</u>: Uniquely identify a Platform, Model, Version, Flight, Variant, Kit or equivalent grouping or variant of a reported unit or system. The End Items shall be the same as Block 18 of the DD FORM 2794. There will always be at least one End Item on a FlexFile submission, which may be the same as the Program Name reported in Block 1a of the DD FORM 2794. Instead of naming each variant into elements of the WBS, the common WBS (provided in DD FORM 2794 Block 11) will be reported to each End Item (tagged per DD FORM 2794 Block 20).

   For example, a family of vehicles may have unique End Items for each variant bought, such as Cargo, Van, Tractor, Wrecker, Dump Truck, and Load Handling. Common material or software costs that span across End Items, if applicable, may also be given their own End Item. In such cases, common quantities will be reported to the End Items for which the cost is reported.

   For example, if a family of vehicles all use a common hull and a "Common Hardware" End Item has been identified, then the Hull WBS element for "Common Hardware," which has reported costs, will also contain the total hull quantities and the hull quantities for the unique vehicle End Items will be zero. If a "Common Hardware" End Item has not been identified, then the hull quantities will be allocated to the unique vehicle End Items, as will the costs.

C. **Data Group C – Quantity At Completion**

<u>General Instructions</u>: The Units At Completion data provides a summary for the collection of quantities for the End Items as specified in the approved contract or subcontract DD FORM 2794. Additional partial systems or non-delivered items must also be reported, such as test units, spares, or any other internally developed hardware item.

1. <u>WBS Element</u>: See definition for Item 1 of Data Group B.

2. <u>Order/Lot</u>: See definition for Item 2 of Data Group B.

3. <u>End Item</u>: See definition for Item 3 of Data Group B.

4. <u>Delivered Quantity At Completion</u>: The expected number of units that will be delivered to the government at the completion of the contract associated with each hardware End Item, Order/Lot Name, and WBS Reporting Element (for all applicable WBS Reporting Levels) as provided in the approved contract or subcontract DD FORM 2794.

5. <u>Internal Quantity At Completion</u>: The expected number of units produced for internal use during contract performance to date (e.g., testing, spares) associated with each hardware End Item, Order/Lot, and WBS Reporting Element (for all applicable WBS Reporting Levels) as provided in the approved contract or subcontract DD FORM 2794. These units are not delivered to the government, but were produced using contract funds covered by the DD FORM 2794.

6. <u>Co-production or Concurrent Quantity At Completion</u>: The number of quantities produced concurrently with those quantities ordered by the government captured in this Quantity report.

7. <u>GFE Quantity At Completion</u>: The number of Government Furnished Equipment (GFE) units associated with each End Item, Order/Lot, and WBS element, as required by the DD FORM 2794. A GFE unit should be reported against the appropriate WBS element as indicated in the DD FORM 2794. The WBS elements to which GFE is expected will be provided in Block 14a.ii. (GFE). Reported GFE units will also be identified as either a Delivered Unit (Item 4 of Data Group C) or an Internal Unit (Item 5 of Data Group C).

   For example, if five GFE units were provided to the reporting entity, and the reporting entity used the GFE to deliver four units to the U.S. Government and one was used for an internal unit, then there will be "4" for Delivered Units At Completion, "1" for Internal Units At Completion, and "5" for GFE Units At Completion.

8. <u>Quantity At Completion Remarks</u>: Any relevant information that could be used in the interpretation of the Units At Completion data provided by the reporting entity.

D. **Data Group D – Assessed Quantity To Date**

<u>General Instructions</u>: The Units To Date data provides a summary of the progress of quantity development or production through the course of contract execution. The following data elements must be reported and segregated by WBS Element Code (Item 1 of Data Group B) and Order/Lot (Item 2 of Data Group B), but *does not require segregation by End Item*:

1. <u>WBS Element</u>: See definition for Item 1 of Data Group B.

2. <u>Order/Lot</u>: See definition for Item 2 of Data Group B.

3. <u>Quantity Completed To Date</u>: The total number of units completed on the contract to date (as of the "Report As Of" date in Item 8e Data Group A). This value should not be calculated based on the reporting entity's Earned Value Management System (EVMS). Rather, the number of units to date should be an actual count of physically completed units and will include both internal and delivered units. All entries must be integer values, representing the physical units completed.

   For example, if an electronics box is provided ready-for-install by a supplier, or work on the forward fuselage of an aircraft is completed in the manufacturing flow, then the government wants those elements to show as completed units. The reporting entity will use the Assessed To Date Remarks field to define the method for determining Units Completed To Date.

4. <u>Quantity in Process</u>: The total number of units started but not yet completed to date (as of the "Report As Of" date in Item 8e Data Group A). This value, to the extent possible, should not be calculated based on equivalent units completed. Rather, the number of units in process should be a count (with partial units accounted) of the units that remain incomplete during the reporting period. A unit can, for example, be considered started with the opening of the first manufacturing labor work order. Units in Process includes

both internal and delivered units. All entries must be integer values, representing the units physically in process. The reporting entity will use the Assessed To Date Remarks field to define the method for determining the Units in Process.

5. <u>Assessed To Date Remarks</u>: Any relevant information that could be used in the interpretation of the Assessed Units To Date provided by the reporting entity.

E. **Data Group E – Sequencing (as required by DD FORM 2794)**

<u>General Instructions</u>: Production sequencing pertains to all End Items coming off the same production line. Sequencing does not require identification of WBS elements; it only pertains to the total End Item level. The following data elements must be reported for End Items by Order/Lot only when there is an "X" applied against those specific End Items and Order/Lot in Block 19 of the DD FORM 2794.

1. <u>Order/Lot</u>: See definition for Item 2 of Data Group B

2. <u>End Item</u>: See definition for Item 3 of Data Group B.

3. <u>First Unit Number</u>: For each End Item, report the first unit number produced (for acquisition activities) by the reporting entity. The first unit number reflects the sequential unit number produced for an End Item from the cumulative production run (including Development), irrespective of contract.

   a. <u>Example 1 – Cumulative Production Run</u>: The government is procuring a program End Item from the same reporting entity and production line. There were two developmental units in a previous phase and contract. Suppose the current DD FORM 2794 lists two new Order/Lot (associated with Lot 1 and Lot 2) each of which produces 10 units of a single End Item. The First Unit Number for the End Item associated with Order/Lot 1 will be 3. The First Unit Number for the End Item associated with Order/Lot 2 will be 13.

   b. <u>Example 2 – Concurrent Production</u>: The government is procuring 10 units of a new End Item, Variant A. The End Item associated with the contract is being produced concurrently with 5 units of a commercial item, Variant B, on the same production line. The production sequence from the line is 5 items of Variant A, 5 units of Variant B, and then 5 units of Variant A. There will now be two entries for Variant A associated with the same Order/Lot. The First Unit Number for the first entry of Variant A will be 1. The First Unit Number for the second entry of Variant A will be 11.

   c. <u>Example 3 – Internal Production</u>: The government is procuring 10 units of a new End Item, and funds the reporting entity to produce 12 total End Items, two of which are for internal testing and will not be delivered to the government. If the reporting entity plans to produce the two internal units after five units intended for delivery to the government, with the rest of the delivered units being produced after the internal units, there will exist three entries for the particular End Item. For the first set of five delivered units, the First Unit Number will be 1. For the two internal units, the First Unit Number will be 6. The last five delivered units will have First Unit Number of 8.

4. <u>Last Unit Number</u>: For each and every End Item, report the last unit number produced (for acquisition activities) by the reporting entity. The last unit number reflects the last sequential unit number produced for an End Item from the cumulative production run (including Development).

   a. <u>Example 1 – Cumulative Production Run</u>: The government is procuring a program End Item from the same reporting entity and production line. There were two developmental units in a previous phase and contract. Suppose the current DD FORM 2794 lists two new Order/Lot (associated with Lot 1 and Lot 2) each of which produces 10 units of a single End Item. The Last Unit Number for the End Item associated with Order/Lot 1 will be 12. The Last Unit Number for the End Item associated with Order/Lot 2 will be 22.

    b.   <u>Example 2 – Concurrent Production</u>: The government is procuring 10 units of a new End Item, Variant A. The End Item associated with the contract is being produced concurrently with 5 units of a commercial item, Variant B, on the same production line. The production sequence from the line is 5 items of Variant A, 5 units of Variant B, and then 5 units of Variant A. There will now be two entries for Variant A associated with the same Order/Lot. The Last Unit Number for the first entry of the End Item for Variant A will be 5. The Last Unit Number for the second entry of the End Item for Variant A will be 15.

    c.   <u>Example 3 – Internal Production</u>: government is procuring 10 units of a new End Item, and funds the reporting entity to produce 12 total End Items, two of which are for internal testing and will not be delivered to the government. If the reporting entity plans to produce the two internal units after five units intended for delivery to the government, with the rest of the delivered units being produced after the internal units, there will exist three entries for the particular End Item. For the first set of five delivered units, the Last Unit Number will be 5. For the two internal units, the Last Unit Number will be 7. The last five delivered units will have Last Unit Number of 12.

5.   <u>Is Internal</u>: Determines whether the First Unit Number and Last Unit Number related to a particular End Item and Order/Lot is expected to be used for internal purposes rather than being delivered to the government.

END OF DI-MGMT-82164