



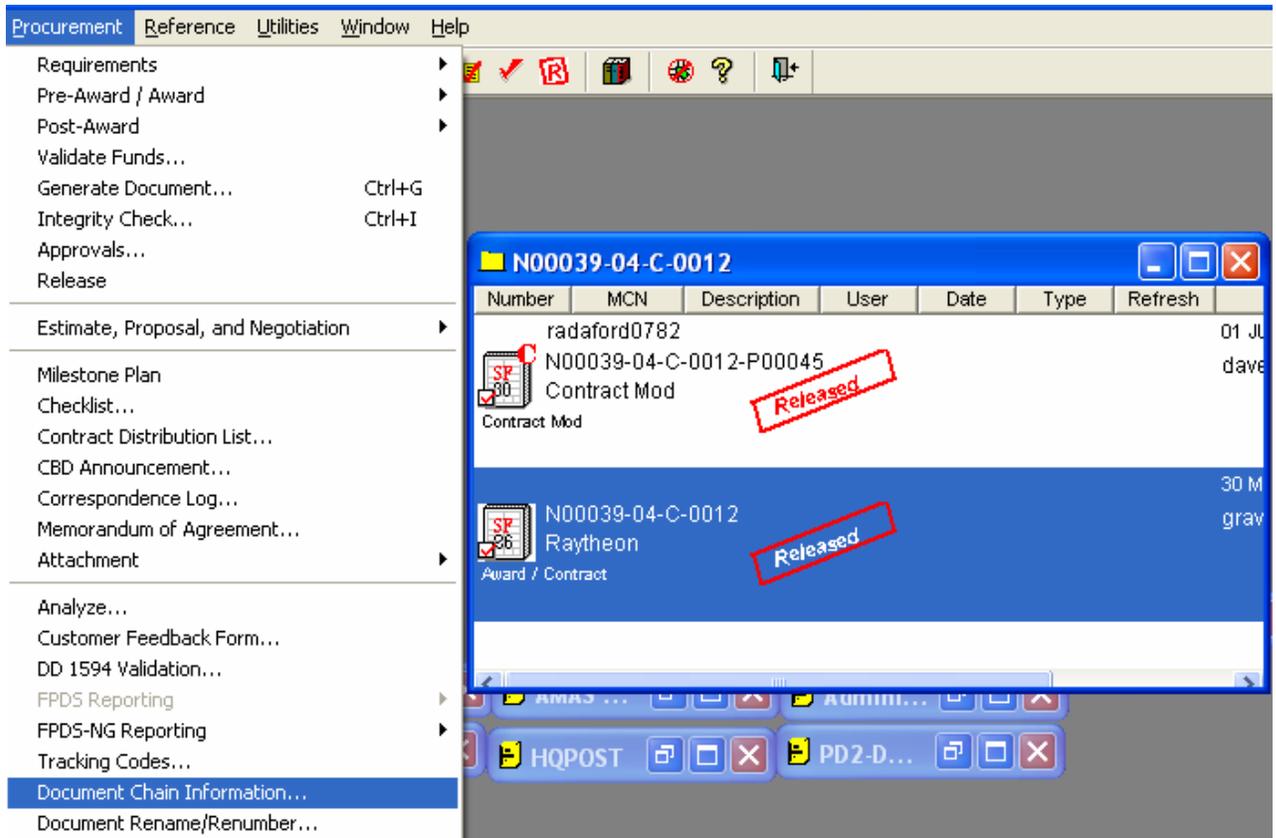
# Standard Procurement System (SPS) Process Document

## Earned Value Management System (EVMS)

**Purpose:** The purpose of this document is to provide process information for adding EVMS information to your acquisitions stored in PD<sup>2</sup>. This information can be added before or after release of your document.

### Enter EVMS data

1. Highlight your award document and select **Procurement**→**Document Chain Information**.



*The Document Chain Information opens and displays the fields for EVMS data capture.*

2. Complete the appropriate fields in the Document Chain Information window.

Document Chain Information

SF 36  
N00039-04-C-0012  
Raytheon  
Award / Contract

EVM Program Office/PMW:

EVM Total Contract Value: 0.00

EVM Clauses Included? Yes/No:

OK Cancel

*Note: The document you highlighted displays in the upper left had corner of the window.*

3. Click [OK] to save the information you entered.

Document Chain Information

SF 36  
N00039-04-C-0012  
Raytheon  
Award / Contract

EVM Program Office/PMW: PMW 170

EVM Total Contract Value: 341,162,397.00

EVM Clauses Included? Yes/No: Yes

OK Cancel

*The Document Chain Information window closes and you are returned to your desktop.*

*Note: The information you entered in the document chain information window is available for review or updating. You can access the window by highlighting any award or modification in the award's document chain.*

4. To demonstrate, highlight one of the award's modifications.
5. Select **Procurement**→**Document Chain Information**.
6. The **Document Chain Information** window opens.

The screenshot shows a window titled "Document Chain Information". In the top-left corner, there is a small icon of a document with "SP" and "30" on it, and the text "N00039-04-C-0012-P00045 Contract Mod" and "Contract Mod" below it. This area is circled in red. Below this, there are three text input fields: "EVM Program Office/PMW: PMW 170", "EVM Total Contract Value: 341,162,397.00", and "EVM Clauses Included? Yes/No: Yes". At the bottom right, there are "OK" and "Cancel" buttons.

*Note: The document you highlighted displays in the upper left had corner of the window. Notice the data what you entered previously.*

7. Update the **Document Chain Information** window as needed and click [OK].

## **PD<sup>2</sup> Advisor Topics supporting this process**

1. Document Chain Information