

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0005/1005/2005/3005/4005				B. EXHIBIT A		C. CATEGORY TDP _____ TM _____ OTHER _____						
D. SYSTEM / ITEM				E. CONTRACT / PR NO.				F. CONTRACTOR				
1. DATA ITEM NO. A002		2. TITLE OF DATA ITEM After Action Report (AAR)				3. SUBTITLE						
4. AUTHORITY (Data Acquisition Document No.)				5. CONTRACT REFERENCE Section J				6. REQUIRING OFFICE				
7. DD 250 REQ No		9. DIST STATEMENT REQUIRED No		10. FREQUENCY See block 11		12. DATE OF FIRST SUBMISSION: See block 11		14. DISTRIBUTION				
8. APP CODE No				11. AS OF DATE: Five (5) calendar days after completion of each exhibition		13. DATE OF SUBSEQUENT SUBMISSION See block 11		a. ADDRESSEE		b. COPIES		
										DRAFT	Final	
											Reg	Repro
16. REMARKS The AAR shall be submitted electronically in Word format and consist of a narrative addressing, at a minimum: Lead Retrieval System Report – indicate the names and number of visitors to the booth, and any additional pertinent contact information. Performance Status – indicate any successes or opportunities for improvement observed during the exhibition. Property Status – indicate any issues with shipping Gov't Property to or from the exhibition. Schedule Status -- indicate any significant deviations in the TO schedule during the exhibition. Cost Status – indicate any significant deviations between the costs proposed for this exhibition and those incurred during performance.								Contracting Officer's Representative (COR)			1	
								Tina.stillions@navy.mil				
								Contract Specialist			1	
								Maureen.cameron@navy.mil				
15. TOTAL												
G. PREPARED BY				H. DATE		I. APPROVED BY				J. DATE		