Subpart 5604.6 - CONTRACT REPORTING

(Revised June 2021)

Parent topic: [Part 5604 - ADMINISTRATIVE MATTERS](#)

5604.603 Policy.

A Contract Reporting Action (CAR) or DD350 (for ECITS submittals), should be completed for the actions IAW FAR 4.603(b).

5604.604 Responsibilities.

(a)(4)

(A) Unless notified otherwise, contracting offices must use the Procurement Desktop-Defense (PD2) contract reporting system to enter individual Contract Action Reports (CARs). Users shall enter all contract actions and operate PD2 in accordance with USSOCOM Policy Memorandum 08-01, "Standard Procurement System Usage" dated October 1, 2007, and any Department of Defense and Federal level business rules.

(B) Data entered into PD2 will be used to create a CAR in the Federal Procurement Data System-Next Generation (FPDS-NG). Once created, all other reporting actions will be done in FPDS-NG.

(C) Office Chiefs not required to use FPDS-NG will continue using the web-based Electronic Contracting Information Transfer System (ECITS) to complete the Individual Contracting Action Report.

(D) Circumstances that may warrant a waiver and the applicable waiver procedures are found in paragraph 7(a)(3) of the Policy Memorandum 08-01. The SPS Usage Waiver can be found in the DCG.

5604.606 Reporting Data.

(Renumbered .606 from .670 June 2021)

5604.606-90 Reporting Rerepresentation Actions.

(Revised January 2018)

Follow the instructions at DCG chapter 4, item 2, Instructions for Reporting Rerepresentation Actions in FPDS-NG.

5604.606-91 Reporting Inherently Governmental Functions Indicators.

(Removed January 2018)

5604.606-92 Reporting National Interest Actions (NIA) in FPDSNG

(Added January 2018)

Follow the instructions at DCG chapter 4, item 4, Instructions for National Interest Actions in FPDS-NG.

5604.670-5 Departmental data collection point responsibilities.

(1)Special or unique reporting requirements may be coordinated with SOF AT&L-K liaison officers.