



DEPARTMENT OF DEFENSE CONTRACTING OFFICERS REPRESENTATIVE TRACKING TOOL (CORT Tool)

Contracting Officer Representative
(COR) Training
MARCH 2011



ARMY/DEFENSE KNOWLEDGE ONLINE (AKO/DKO) - BASICS

- **AKO/DKO accounts required for each user of the CORT Tool**
 - AKO/DKO portal: www.us.army.mil
 - Contact the AKO/DKO helpdesk with issues
 - Annotate e-mail address
- **Common Access Card (CAC) required and must be registered to each account**
 - Once logged in, click on "My Account" at the top of the page (next to the DKO logo).
 - Click on the "CAC/Cert Registration" option.
 - Click on the "Register" button.
 - Follow the prompts to complete the registration process.
 - When prompted , enter the password use to log on to DKO
 - Upon completion of the CAC registration, log out and log back in with CAC.

ARMY/DEFENSE KNOWLEDGE ONLINE (AKO/DKO) - BASICS

- **Each user will be provided with a “ us.army.mil” e-mail address**
 - E-mail generated from the CORT Tool will be sent to the us.army.mil account
 - Each user may have their e-mails forwarded to “daily” e-mail
 - Login in to AKO/DKO portal: www.us.army.mil
 - From the “My Account” menu at the top of the page click “Mail Preferences”
 - Select “Mail Options”
 - Click the “Forward Email” radio button
 - Enter the forwarding address information and click “SUBMIT”
 - Result in automatic forwarding of CORT Tool e-mail notifications
- If a user elects not to forward their e-mail; users will need to consistently check AKO/DKO e-mail accounts
- **Contracting Officer Representatives (CORs) should use the provided AKO/DKO name and email address when completing a “Profile” in CORT Tool**

CONTRACTING OFFICERS REPRESENTATIVE

Part 1 – COR Profile

COR PROFILE

- COR information
 - Complete all data fields (Only Complete Deployment Return Date (DEROS) date if applicable)
- Supervisor Information
 - Ensure that they have their supervisor correct DKO name and e-mail address
 - A DKO name is usually *first name.last name* or *first name.middle initial.last name*
- Training
 - Select the applicable training course
 - Provide information on all completed COR Training
 - Course completion date required
 - Add document allows the attachment of Certification of Training
 - Select “Click here to add certificate” to complete
- Save the profile and exit, or save the profile and start the nomination process

HOME PAGE

DoD COR: Home - Windows Internet Explorer provided by OSD-CIO

https://arc.army.mil/DODCOR/

File Edit View Favorites Tools Help

DoD COR: Home

User Name: MAE.BARTLEY Logout

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Home

Welcome to the Department of Defense's COR Nomination and Tracking Site.

This site allows for the electronic nomination of a Contracting Officer Representative (COR) against a contract or order with any Department of Defense (DoD) agency using FPDS-NG.

A video overview of the COR Management System may be viewed [here](#).

All Users

- All users that possess a Common Access Card (CAC) can utilize the site. Document templates are standardized and contained the minimum required information.

COR Nominees

- CREATE PROFILE:** To create or update your profile, use the [COR Profile](#) link from the menu and complete the required fields.
- CONTRACT NOMINATION:** Use the [COR Nomination Process](#) link from the menu on the left to begin the COR Nomination Process. Be sure to select your servicing contracting center prior to populating the required fields.
- NOMINATION STATUS REVIEW:** To view the status of an existing nomination, use the [Contract List/Status](#) link from the menu.
- ADD DOCUMENTS:** To add a document, such as a Monthly Status Report, to one of your appointed contracts, use the [Contract List/Status](#) link from the menu. Click on the contract you wish to work with and scroll down to the Contract Management section. In this section you will find the capability to add the desired document.

COR Supervisors

- APPROVE/REJECT:** To review any nominations awaiting your review, use the [Awaiting My Approval](#) link from the menu. Click the Contract Number you wish to work with to navigate to that nomination. You can then review the COR information at the top of the record and Approve/Reject the request in the Supervisor section.

CORT Tool Menu
Most users will only see the first 8 tabs.

COR Home
COR Profile
COR Nomination Process
Contracting Staff Registration
Contract List/Status
Awaiting My Approval
Document Templates
All COR Submitted Documents
New COR Profile (ADMIN)
COR Proxy (ADMIN)
View CORs (ADMIN)
COR Misc Codes (ADMIN)
Course List (ADMIN)
Admin Email (ADMIN)

Trusted sites 100%

Start S... R... s... R... s... G... S... D... C... M... 2:08 PM

HOME PAGE MENU

All Users

- **COR Home** – Returns the user to homepage
- **COR Profile** - allows the COR to enter or edit their profile information
- **Contracting Staff Registration** – allows the Contracting officer and Contract Specialist to enter to enter their registration information
- **Contract List/Status** - provides the logged in user access to their records both active appointments and those in process
- **Awaiting My Approval** - provides the logged in user access to all records that are awaiting their approval/action (*contracting officer & supervisor*)
- **Document Templates** - allows the user to see “**samples**” COR Document templates
- **All COR submitted Documents** - allows the COR of any active appointment to see all documents associated with a contract, even those from previous CORs

COR PROFILE

DoD COR: Home - Windows Internet Explorer provided by OSD-CIO

https://arc.army.mil/DoDCOR/Default.aspx?menu=1

File Edit View Favorites Tools Help

DoD COR: Home

Contracting Officer Representative Tracking (CORT) Tool

User Name: [Logout](#)
MAE.BARTLEY

DoD COR: Home

Welcome to the Department of Defense's COR Nomination and Tracking Site.

This site allows for the electronic nomination of a Contracting Officer Representative (COR) against a contract or order with any Department of Defense (DoD) agency using FPDS-NG.

A video overview of the COR Management System may be viewed [here](#).

To obtain a copy of the Contingency COR Handbook, please click [here](#).

Select "COR Profile" from the menu.

Navigation Menu:

- COR Home
- COR Profile**
- COR Nomination Process
- Contract Staff Registration
- Contract Status
- Awaiting Approval
- Document Templates
- All COR Submitted Documents
- New COR Profile (ADMIN)
- COR Profile (ADMIN)
- View Awaiting Approval (ADMIN)
- COR Management (ADMIN)
- Course List (ADMIN)
- Admin Email (ADMIN)

All Users

- All users that possess a Common Access Card (CAC) can utilize the site.
- Document templates are standardized and contained the minimum required information.

COR Nominees

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- ADD DOCUMENTS:** To add a document, such as a Monthly Status Report, to one of your appointed contracts, use the [Contract List/Status](#) link from the menu. Click on the contract you wish to work with and scroll down to the Contract Management section. In this section you will find the capability to add the desired document.

COR Supervisors

- APPROVE/REJECT:** To review any nominations awaiting your review, use the [Awaiting My Approval](#) link from the menu. Click the Contract Number you wish to work with to navigate to that nomination. You can then review the COR information at the top of the record and Approve/Reject the request in the Supervisor section.

Trusted sites 100%

Start U. D. T. F. C. H. C. C. C. C. 2:41 PM

COR PROFILE

COR - COR Profile - Windows Internet Explorer provided by OSD-CIO
 https://arc.army.mil/DODCOR/CORInfo.aspx
 File Edit View Favorites Tools Help
 COR - COR Profile Page Tools >>>

 **Contracting Officer Representative Tracking (CORT) Tool** User Name: [Logout](#)
MAE.BARTLEY

COR Home

- COR Profile
- COR Nomination Process
- Contracting Staff Registration
- Contract List/Status
- Awaiting My Approval
- Document Templates
- All COR Submitted Documents
- New COR Profile (ADMIN)**
- COR Proxy (ADMIN)
- View CORs (ADMIN)
- COR Misc Codes (ADMIN)
- Course List (ADMIN)
- Admin Email (ADMIN)

DoD COR: Profile

Note: All non-mandatory fields are marked with an asterisk (*)

[View COR Contract List](#)

Complete all fields.

COR Information

DKO Name:

Work Address:

City:

State:

Zip Code:

Country:

Are you a Certified Acquisition Official?: Yes No

Career Experience:

Email Address:

COR's Home Organization (DODAAC):

Organization Name: *

DEROS Date: *

Country	Area Code	Phone Number	Extension
(if applicable)	(3 digits, no dashes)	(7 digits, no dashes)	(if applicable)
Commercial Phone: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
DSN Phone: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mobile Phone: <input type="text"/> *	<input type="text"/> *	<input type="text"/>	<input type="text"/>

*Asterisk fields are non-mandatory

Trusted sites 100%

Start Inbo... Re: ... RE: ... COR... H:\C... Micro... 8:17 AM

COR PROFILE - Certified Acquisition Career Field

COR - COR Profile - Windows Internet Explorer provided by OSD-CIO

https://arc-stg.army.mil/DoDCOR/CORInfo.aspx?new=1

File Edit View Favorites Tools Help

COR - COR Profile

Contracting Staff Registration

- Contract List/Status
- Awaiting My Approval
- All COR Submitted Documents
- New COR Profile (ADMIN)**
- COR Proxy (ADMIN)
- View CORs (ADMIN)
- COR Misc Codes (ADMIN)
- Contracting Staff List (ADMIN)
- Course List (ADMIN)
- Admin Email (ADMIN)

COR Information

DKO Name: M.K. BARTLEY

Work Address: 12345 Amberside Drive

City: ARLINGTON

State: VA

Zip Code: 22418

Country: United States

Email Address: MKBARTELY@AOL.COM

COR's Home Organization (DODAAC): TEST12

Organization Name: DPAP, PDI

DEROS Date:

Country	Area Code	Phone Number	Extension
(If applicable)	(3 digits, no dashes)	(7 digits, no dashes)	(If applicable)
Commercial Phone:	703	9999999	
DSN Phone:		9999999	
Mobile Phone:	703	1111111	

Are you a Certified Acquisition Official? Yes No

Predominant Acquisition Career:

- Select-
- Select-
- BUSINESS, COST ESTIMATING AND FINANCIAL MANAGEMENT
- CONTRACTING
- FACILITIES ENGINEERING
- INDUSTRIAL/CONTRACT PROPERTY MANAGEMENT
- INFORMATION TECHNOLOGY
- LIFE-CYCLE LOGISTICS
- MANUFACTURING, PRODUCTION AND QUALITY ASSURANCE
- NOT CURRENTLY CERTIFIED
- PROGRAM MANAGEMENT
- PURCHASING
- SCIENCE AND TECHNOLOGY MANAGEMENT
- SYSTEMS PLANNING, RESEARCH, DEVELOPMENT AND ENGINEERING
- TEST AND EVALUATION

Supervisor ID

DKO Name:

Email Address:

Country	Area Code	Phone Number	Extension
(If applicable)	(3 digits, no dashes)	(7 digits, no dashes)	(If applicable)
Commercial Phone:			
DSN Phone:			

Once your profile is created you will be able to use this screen to manage your course certificates

Save Record

Done

Trusted sites 100%

Start | Cale... | Pres... | H:\C... | COR ... | FW: ... | COR... | 2:49 PM

If yes, a drop down menu will appear.

COR PROFILE - Certified Acquisition Career Field

COR - COR Profile - Windows Internet Explorer provided by OSD-CIO
https://arc-stg.army.mil/DoDCOR/CORInfo.aspx?new=1

File Edit View Favorites Tools Help

COR - COR Profile

Contracting Staff Registration
Contract List/Status
Awaiting My Approval
All COR Submitted Documents
New COR Profile (ADMIN)
COR Proxy (ADMIN)
View CORs (ADMIN)
COR Misc Codes (ADMIN)
Contracting Staff List (ADMIN)
Course List (ADMIN)
Admin Email (ADMIN)

COR Information

DKO Name: M.K. BARTLEY
Email Address: MKBARTELY@AOL.COM
COR's Home Organization (DODAAC): TEST12
Organization Name: DPAP, PDI
DEROS Date:

Work Address: 12345 Amberside Drive
City: ARLINGTON
State: VA
Zip Code: 22418
Country: United States

Commercial Phone: 703 9999999
DSN Phone: 9999999
Mobile Phone: 703 1111111

Country Area Code Phone Number Extension
(If applicable) (3 digits, no dashes) (7 digits, no dashes) (If applicable)

Are you a Certified Acquisition Official?: Yes No

Predominant Acquisition Career: CONTRACTING
Level of Certification: -Select-
Level 1
Level 2
Level 3

Supervisor Information

DKO Name:
Email Address:

Commercial Phone:
DSN Phone:

Country Area Code Phone Number Extension
(If applicable) (3 digits, no dashes) (7 digits, no dashes) (If applicable)

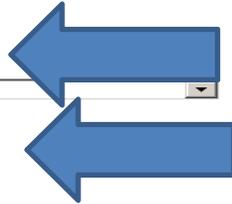
Once your profile is created you will be able to use this screen to manage your course certificates

Save Record

Done Trusted sites 100%

Start Cale... Pres... H:\C... COR ... FW: ... COR... 2:50 PM

Select predominant acquisition career field and level of certification.



COR PROFILE – Career Field

COR - COR Profile - Windows Internet Explorer provided by OSD-CIO
https://arc.army.mil/DoDCOR/COR.Info.aspx

File Edit View Favorites Tools Help

COR - COR Profile

COR Information

DKO Name: [REDACTED]

Email Address: MAE.BARTLEY@US.ARMY.MIL

Work Address: 241 18th

COR's Home Organization (DODAAC): HQ0102

City: ARLINGTON

Organization Name: DPAP

State: VA

DEROS Date: [REDACTED]

Zip Code: 22202

Country: United States

Commercial Phone: [REDACTED] 703 [REDACTED] 6028011 [REDACTED]

DSN Phone: [REDACTED] * [REDACTED] * [REDACTED] *

Mobile Phone: [REDACTED] * [REDACTED] * [REDACTED] *

Are you a Certified Acquisition Official?: Yes No

Career Experience: ELECTRICIAN * **Career Experience Level:** LEVEL IV *

Supervisor Information

DKO Name: DANA.CHAN
Note: Check with your supervisor for the correct DKO name (example: DENNIS.BRADLEY or JOSEPH.P.SMITH212)

Email Address: DANA.CHAN.CTR.@US.ARMY.MIL

Commercial Phone: [REDACTED] 703 [REDACTED] 6028011 [REDACTED]

DSN Phone: [REDACTED] * [REDACTED] * [REDACTED] *

Trusted sites 100%

Start C. R. s.. R. s.. G. S.. C. C.. C.. C.. 2:48 PM

If no, enter "career field" and "career level" obtained (i.e. Eng Tech, Level IV).

COR PROFILE – Supervisor and Training Information

Enter all supervisor information. (Use army.mil address).

COR - COR Profile - Windows Internet Explorer provided by OSD-CIO
 https://arc-stg.army.mil/DoDCOR/CORInfo.aspx

Supervisor Information

DKO Name:

Country: Area Code: Phone Number: Extension:

Commercial Phone: DSN Phone:

Email Address:

Training Courses Click to collapse

	Course	Train Lvl	Certificate	Course Compl. Date
	Specialized Training/License/Certification - Type C	C	Certificate of Completion.doc	07/10/2009
	DAU CLM 003 Ethics Training or Agency Equiv	A	Certificate of Completion.doc	07/24/2009
	DAU CLC 106 COR with a Mission Focus	A	Certificate of Completion.doc	08/28/2009
	Misc training as required by local center policy		Certificate of Completion.doc	09/04/2009
	ALMC-CL, DAU COR 222, or Equiv (36+ hr Course)	B	Certificate of Completion.doc	11/27/2009
	Wide Area Workflow (WAWF)	A	Certificate of Completion.doc	12/11/2009

Document:

Course Compl. Date:

Add Document:

File upload being uploaded must not exceed 8 MB (8,000 KB).

[Click Here to Add Course Certificate](#)

Add training:

1. Select Course;
2. Add course compl date;
3. Upload Certificate; and
4. Click on "Click Here to Add Course."

1. To save, click on "Save Record."
2. To begin nomination, Click on "save and start nomination process."

CONTRACTING OFFICERS REPRESENTATIVE

Part 2 – Nomination Process

COR NOMINATION PROCESS

- Start nomination from COR Profile or click on side menu
 - Must have “Profile” before starting a nomination
- COR information will be pre-filled from Profile
- Enter the six-digit DODAAC for the supporting contracting activity
- Select:
 - Contract number is known and enter contract information; or
 - Contract number is NOT known and enter PR or solicitation number
- Complete all other data fields
- Complete the applicable certification
- Save the nomination or submit to supervisor
- Once created, COR may cancel a record before submitting to the supervisor

COR NOMINATION PROCESS

Contracting Officer Representative Tracking (CORT) Tool

User Name: [Logout](#)
MAE.BARTLEY

You must have a COR Profile to Self Nominate

- COR Home
- COR Profile
- COR Nomination Process
- Contracting Staff Registration
- Contract List/Status
- Awaiting My Approval
- Document Templates
- All COR Submitted Documents
- New COR Profile (ADMIN)
- COR Proxy (ADMIN)
- View CORs (ADMIN)
- COR Misc Codes (ADMIN)
- Course List (ADMIN)
- Admin Email (ADMIN)

Start | I... | F.. | H.. | C.. | C.. | L.. | U.. | C.. | A.. | M. | 11:55 AM

The self-nomination can be started from the “COR Profile” or from the side menu by clicking on the “COR Nomination Process.”

If a “Profile has not been created, you will receive the message “You must have a “COR Profile” to self nominate.”

COR NOMINATION PROCESS

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Nomination Process

[View Complete COR Information](#)

Cancel Record

COR Information <-Click to collapse

DKO Name: MAE.BARTLEY

COR's Home Organization DODAAC: HQ0102

Organization Name: DPAP

Course	Training Lvl	Certificate
DAU CLM 003 Ethics Training or Agency Equiv	ABC	Certificate of Completion.doc
DAU COR 222, DAU CLC 222 COR on-line training or Equivalent	BC	Certificate of Completion.doc
Wide Area Workflow(WAWF) Training		Certificate of Completion.doc
DAU CLC 106 COR with a Mission Focus	A	Certificate of Completion.doc
Misc training as required by local center policy		APPOINTMENT LETTER.doc

Supporting Contracting Center

Contracting Center DODAAC:

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract/Solicitation Number:

Record Status: Draft

Contracting Officer

Click on "COR Information" to "expand" or "collapse" the training information.

COR NOMINATION PROCESS

DoD COR: Nomination Process

[View Complete COR Information](#)

COR Information Click to expand

Supporting Contracting Center

Contracting Center DODAAC:

Contract Information

Contract Number is Known Contract Number is NOT Known

Contract/Solicitation Number:

Record Status: Draft

Contracting Officer

Contracting Officer:

Commercial Phone:

Contracting Specialist

Contracting Specialist:

Commercial Phone:

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 5 MB (5,000 KB).

Add QASP Document:

Contractor

Cage Code:

Contractor Name:

Contractor City:

Contractor Zip Code:

Contractor Address:

Contractor State:

Contractor Country:

Description:

Email:

COR NOMINATION PROCESS

DoD COR: Nomination Process

[View Complete COR Information](#)

COR Information <-Click to expand

Supporting Contracting Center

Contracting Center DODAAC: HQ0102

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract/Solicitation Number: [] - [] - [Select] - []

Delivery/Task Order: []

Record Status: Draft

Contracting Officer

Contracting Officer: [Select] Email: []

Commercial Phone: []

Contracting Specialist

Contracting Specialist: [Select] Email: []

Commercial Phone: []

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: [] Browse... Description: []

Contractor

Cage Code: [] Contractor Address: []

Contractor Name: []

Select "Contract Number is Known." Enter the contract number.

COR NOMINATION PROCESS

The screenshot shows a web browser window titled "COR - DoD COR: Nomination Process - Windows Internet Explorer provided by OSD-CIO". The address bar shows the URL "https://arc.army.mil/DoDCOR/CORContract.aspx?new=1". The page content includes a navigation menu on the left with items like "COR Home", "COR Profile", and "Contracting Staff Registration". The main content area is titled "DoD COR: Nomination Process" and contains sections for "COR Information", "Supporting Contracting Center", "Contract Information", "Contract/Solicitation", "Contracting Officer", "Contracting Specialist", "QA Surveillance Plan (QASP)", and "Contractor". A "Contracting Center DODAAC" field contains the value "HQ0102". A "Contract Number" field is present but empty. A "Windows Internet Explorer" dialog box is overlaid on the page, displaying a yellow warning icon and the text "Please ensure the contract number is correct!". An "OK" button is visible in the dialog box, and a blue arrow points to it from the right. The Windows taskbar at the bottom shows the Start button, several open applications, and the system clock at 10:10 AM.

...A dialogue box will appear requiring the COR verify the contract number. Click "OK"

If this is an IDV, enter order number also. A second dialogue box will appear.

COR NOMINATION PROCESS

Contracting Center DODAAC: HQ0102

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract/Solicitation Number:

Record Status: Draft

Contracting Officer

Contracting Officer: -Select-

Commercial Phone:

Contracting Specialist

Contracting Specialist: -Select-

Commercial Phone:

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: Browse...

Description:

Contractor

Cage Code:

Contractor Name:

Contractor City:

Contractor Zip Code:

Contract Award Date:

Contractor Address:

Contractor State:

Contractor Country:

Contract Management

Supervisor

Contracting Officer

When “Contract number is NOT known” is selected, at the text box enter a “solicitation, PR or an identifying number.”

COR NOMINATION PROCESS

The screenshot shows a Windows Internet Explorer browser window displaying the 'DoD COR: Nomination Process' page. The address bar shows the URL: <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=132&new=1>. The page content includes a table of training records, a sidebar with navigation links, and a form for nomination details. A red oval highlights a 'Windows Internet Explorer' error dialog box that has appeared, displaying a warning icon and the message: 'Please ensure the contract number is correct!'. A blue arrow points from the text below to the dialog box. The taskbar at the bottom shows the Start button, several open applications, and the system clock at 9:32 AM.

Training Title	Code	Document
DAU CLC 003 Ethics Training or Agency Equiv	ABC	Certificate of Completion.doc
DAU COR 222, DAU CLC 222 COR on-line training or Equivalent	BC	Certificate of Completion.doc
Specialized Training/License/Certification - Type C	C	Certificate of Completion.doc
Contingency COR Training	BC	Certificate of Completion.doc
DAU CLC 106 COR with a Mission Focus	A	Certificate of Completion.doc

Supporting Contracting Center
Contracting Center DDP: IN00023

Contract Information
Contract Number: Known

Contract/Solicitation Number:
Record Status:

Contracting Officer
Contracting Officer: -Select-
Commercial Phone:

Contracting Specialist
Contracting Specialist: -Select-
Commercial Phone:

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).
Add QASP Document: Browse...

Contractor

Windows Internet Explorer
Please ensure the contract number is correct!
OK

Email: _____
Description: _____

... A dialogue box will appear requiring the COR verify the solicitation or PR number is correct.

COR NOMINATION PROCESS

Contracting Center DODAAC: HQ0102

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract/Solicitation Number: SME -TEST

Record Status: Draft

Contracting Officer

Contracting Officer: [Dropdown menu: -Select-, BARTLEY, MAE, GAUGHAN, PAUL, DOD, TEST, SUMPTER, LEANTHA, PROPERT, DAVID]

Commercial Phone: [Field]

Contracting Specialist

Contracting Specialist: [Field]

Commercial Phone: [Field]

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: [Field]

Description: [Field]

Contractor

Cage Code: [Field]

Contractor Name: [Field]

Contractor City: [Field]

Contractor Zip Code: [Field]

Contract Award Date: [Field]

Contractor Address: [Field]

Contractor State: [Field]

Contractor Country: [Field]

Document Templates

- All COR Submitted Documents
- New COR Profile (ADMIN)
- COR Proxy (ADMIN)
- View All Orgs (ADMIN)
- COR Misc Codes (ADMIN)
- Course List (ADMIN)
- Admin Email (ADMIN)

Contracting Officer --Click to expand

Supervisor --Click to expand

Contracting Officer --Click to expand

Contract Management --Click to expand

Trusted sites 100%

Start Unread ... Today's ... Microsof... COR - ... Microsof... 9:39 AM

Selecting Contracting Officer and contract specialist will populate the email address and the commercial phone number fields.

COR NOMINATION PROCESS

The screenshot shows a web browser window titled "COR - DoD COR: Nomination Process - Windows Internet Explorer provided by OSD-CIO". The address bar shows the URL: <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=102&new=1>. The page title is "Contracting Officer Representative Tracking (CORT) Tool".

The main content area is titled "DoD COR: Nomination Process". A red-bordered box contains the following error messages:

The following problems were encountered with the Contract Information

- A Valid DODAAC Value is required.
- A Contract Number of some type is required
- Contracting Officer is required
- Contracting Specialist is required

A blue arrow points from this error box to the right. Below the error messages, there are several sections with blue arrows pointing to them:

- Supporting Contracting Center**: Contracting Center DODAAC:
- Contract Information**: ->Contract Number is Known ->Contract Number is NO Known
Contract/Solicitation Number:
Record Status: Draft
- Contracting Officer**: Contracting Officer: Commercial Phone:
- Contracting Specialist**: Contracting Specialist: Commercial Phone:

A red circle highlights the "Contracting Officer" and "Contracting Specialist" sections. To the right of the form, there are two text blocks:

Nominations will not be saved or processed if these fields are not completed.

Users will receive error messages listed above.

The browser's taskbar at the bottom shows the Start button, several open applications (Unre..., Micr..., H:\C..., Your ..., RE: ...), and the current application (COR...). The system clock shows 2:35 PM.

COR NOMINATION PROCESS

COR - DoD COR: Nomination Process - Windows Internet Explorer provided by OSD-CIO

https://arc-stg.army.mil/DoDCOR/CORContract.aspx?new=1

File Edit View Favorites Tools Help

COR - DoD COR: Nomination Process

COR Nomination Process

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- Course List (ADMIN)
- Admin Email (ADMIN)

COR Information <-Click to expand

Cancel Record

Supporting Contracting Center

Contracting Center DODAAC: HQ1002

Contract Information

<-Contract Number is Known <-Contract Number is NOT Known

Contract Number: HQ100210RTEST1

Record Status: Draft

Contracting Officer

Contracting Officer: KO, TESTER

Commercial Phone:

Contracting Specialist

Contracting Specialist: CHAN, DANA

Commercial Phone:

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).

Note: File size being uploaded must not exceed 8 MB (8,000,000 bytes).

Add QASP Document: H:\COR\COR TOOL\QUALI Browse...

Contractor

Cage Code:

Contractor Name:

Contractor City:

Contractor Zip Code:

Contract Award Date:

Description: Quality Assurance Plan Sample

Contractor Address:

Contractor State:

Contractor Country:

Trusted sites 100%

Start U... P... H... C... C... T... F... R... C... 1:14 PM

Add quality assurance surveillance plan – QASP. Required for service contract over 150K or load “Memo” stating why a plan is not required.

QASP can also be loaded by Contracting Officer.

COR NOMINATION PROCESS

QA Surveillance Plan (QASP)
Note: The file should have a file extension (.doc, .pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: Browse...

Description:

Contractor ⓘ
Cage Code:
Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:

Contractor Address:
Contractor State:
Contractor Country:

COR <-Click to collapse
COR (Nominee)
Certifications:

Cert. Activation ⓘ	All	Certification
9/20/2007	<input checked="" type="checkbox"/> I certify	I have the necessary clearance for this contract and any relevant information
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete and file the OGE 450 Form by February of each year while I am a COR and I will include a statement in the February Monthly COR report stating that this has been done.
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete the Monthly COR Report and submit it within the COR site by the 15th of each month.
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.
4/29/2008	<input checked="" type="checkbox"/> I certify	I may be held personally liable for unauthorized acts in accordance with AFARS 5153.9001 paragraph 3.
9/20/2007	<input checked="" type="checkbox"/> I certify	I will complete the 8 hour online Defense Acquisition University COR Training entitled COR With A Mission Focus (CLC 106) at www.dau.mil by the anniversary date of the last course completion every 3rd year, and provide confirmation of completion in the monthly COR Report to the PCO.
4/29/2008	<input checked="" type="checkbox"/> I certify	If applicable, I have registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil and am in process payments when possible using WAWF.

Submit Record to Supervisor

Save Record (without routing)

Supervisor <-Click to expand
Contracting Officer <-Click to expand
Contract Management <-Click to expand

1. Complete certification;
2. Click on “submit record to supervisor” or “save record without routing” to update at later date.

COR NOMINATION PROCESS - Save A Nomination

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: Browse...

Description:

Contractor

Cage Code:
Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:

Contractor Address:
Contractor State:
Contractor Country:

COR (Nominee) Certifications:

Cert. Activation		Certification
9/20/2007	<input checked="" type="checkbox"/> I certify	I have the necessary clearance for this contract and any relevant information
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete and file the OGE 450 Form by February of each year while I am a COR and I will include a statement in the February Monthly COR Report stating that this has been done.
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete the Monthly COR Report and submit it within the COR site by the 15th of each month.
9/20/2007	<input checked="" type="checkbox"/> I certify	I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.
4/29/2008	<input checked="" type="checkbox"/> I certify	I may be held personally liable for unauthorized acts in accordance with AFARS 5153.9001 Paragraph 3.
9/20/2007	<input checked="" type="checkbox"/> I certify	I will complete the 8 hour online Defense Acquisition University COR Training entitled COR With A Mission Focus (CLC 106) at www.dau.mil by the anniversary date of the last course completion every 3rd year, and provide confirmation of completion in the monthly COR Report to the PCO.
4/30/2008	<input checked="" type="checkbox"/> I certify	If applicable, I have registered for the Wide Area Workflow (WAWF) online and taken the training at https://wawf.sh.mil and will process payments when possible using WAWF.

Submit Record to Supervisor

Save Record (without routing)

Select "submit record (without routing)."

Record is then saved to be updated at a later date.

COR NOMINATION PROCESS - Save A Nomination

Contracting Officer Representative Tracking (CORT) Tool

COR Self Nomination for TEST -1243
COR Contract Record Created

[View Complete COR Information](#)
Cancel Record

COR Information <-Click to expand

Supporting Contracting Center

Contracting Center DODAAC: HQ0102

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract/Solicitation Number: TEST-1243
Record Status: Draft

Contracting Officer

Contracting Officer: DOD, TEST
Commercial Phone: 7036028011
Email: DOD.TEST@US.ARMY.MIL

Contracting Specialist

Contracting Specialist: BARTLEY, MAE
Commercial Phone: 7036028011
Email: MAE.BARTLEY@US.ARMY.MIL

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document:

Record now states "COR Contract Record Created"

COR NOMINATION PROCESS - Save A Nomination

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Profile

Note: All non-mandatory fields are marked with an asterisk.

[View COR Contract List](#)
[New Nomination for this COR](#)

COR Information

DKO Name: BENJAMIN.D.TREASURE

Work Address: 241 18th St SE

City: Arlington

State: VA

Zip Code: 22202

Country: United States

Are you a Certified Acquisition Official?: Yes No

Career Experience:

Career Experience Level:

Email Address: BENJAMIN.D.TREASURE.CTR@US.ARMY.MIL

COR's Home Organization (DODAAC): H98201

Organization Name: DPAP

DEROs Date:

Commercial Phone: Country: [] Area Code: 703 Phone Number: 6028011 Extension: []

DSN Phone: [] = [] = [] = [] =

Mobile Phone: [] = [] = [] = [] =

User Name: [] [Logout](#)

COR NOMINATION PROCESS

Save A Nomination

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Contract List for COR Nominee **BENJAMIN.D.TREASURE**

[View COR Profile](#)

Records to Filter Out:
 Terminated Draft Submitted to Supervisor Supervisor Approved Active COR Rejected
[Apply Checkbox Filters...](#)

COR	Contract Number	PreAward Number	COR Status	Supervisor	PCO
BENJAMIN.D.TREASURE	HQ0102-08-C-0003-0000	001002	Active COR	MAE.BARTLEY	GAUGHAN, PAUL
BENJAMIN.D.TREASURE	HQ0102-08-C-TEST-0000	BENTEST	Active COR	MAE.BARTLEY	BARTLEY, MAE
BENJAMIN.D.TREASURE	HQ0102-08-D-TEST-TE01		Draft	MAE.BARTLEY	DOD, TEST
BENJAMIN.D.TREASURE	NO0190-09-C-0000	TEST1999	Active COR	MAE.BARTLEY	GAUGHAN, PAUL

Select the saved nomination, by clicking on the contract number. Make changes. Ensure certifications are complete.

COR NOMINATION PROCESS

Submit Nomination to Supervisor

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: H:\COR\COR TOOL\QUALI Browse... **Description:** Quality Assurance Plan Sample

Contractor
Cage Code:
Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:
Contractor Address:
Contractor State:
Contractor Country:

COR - Click to collapse
COR (Nominee)
Certifications:

9/20/2007	<input checked="" type="checkbox"/>	I certify	I hereby understand that I am required, as a COR, to complete the Monthly COR Report and submit it within the COR site by the 15th of each month.
9/20/2007	<input checked="" type="checkbox"/>	I certify	I hereby understand that I am required, as a COR, to complete the yearly administrative review of my COR files with the Contracting Officer in the anniversary month of the appointment each year.
4/29/2007	<input checked="" type="checkbox"/>	I certify	I may be held personally liable for unauthorized acts in accordance with AFARS 5153.9001 Paragraph 3.
9/20/2007	<input checked="" type="checkbox"/>	I certify	I will complete the 8 hour online Defense Acquisition University COR Training entitled COR With A Mission Focus (CLC 106) at www.dau.mil by the anniversary date of the last course completion every 3rd year, and provide confirmation of completion in the monthly COR Report to the PCO.
4/30/2007	<input checked="" type="checkbox"/>	I certify	If applicable, I have registered as a user of Wide Area Workflow (WAWF) online and taken the training at https://wawf.eb.mil and will process payments when possible using WAWF.

Submit Record to Supervisor Save Record (without routing)

Supervisor - Click to expand
Contracting Officer - Click to expand
Contract Management - Click to expand

Windows Internet Explorer
Are you sure you wish to submit this record for approval?
OK Cancel

Select "submit record to supervisor." When dialogue box appears, select "ok" to complete.

COR NOMINATION PROCESS

Submit Nomination to Supervisor

Contracting Officer Representative Tracking (CORT) Tool

COR Self Nomination for TEST -1243
COR Nominee Record Saved and Submitted for Approval

[View Complete COR Information](#)

Cancel Record

COR Information <-Click to expand

Supporting Contracting Center

Contracting Center DODAAC: HQ0102

Contract Information

->Contract Number is Known ->Contract Number is NOT Known

Contract / Solicitation Number: TEST -1243

Record Status: COR Nominee - Submitted to Supervisor

Contracting Officer

Contracting Officer: DOD, TEST

Commercial Phone: 7036028011

Contracting Specialist

Contracting Specialist: BARTLEY, MAE

Commercial Phone: 7036028011

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document

Done

Trusted sites 100%

Start Unr... CO... CO... CO... CO... SM... 1 R... 4:22 PM

Record now states “COR Nominee Record saved and submitted for Approval.” An email is generated and sent to the Supervisor listed in the COR Profile.

COR NOMINATION PROCESS - COR Cancels A Nomination

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Nomination Process for TEST -1243

[View Complete COR Information](#)

Cancel Record

Contracting Officer

Contracting Officer: DOD, TEST
Commercial Phone: 7036028011
Email: DOD.TEST@US.ARMY.MIL

Contracting Specialist

Contracting Specialist: BARTLEY, MAE
Commercial Phone: 7036028011
Email: MAE.BARTLEY@US.ARMY.MIL

QA Surveillance Plan (QASP)

Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: Browse...
Description:

Click on "Cancel Record" at the top of the page.

COR NOMINATION PROCESS - COR Cancels A Nomination

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Nomination Process for TEST -1243

[View Complete COR Information](#)

Cancel Record

Windows Internet Explorer

If the KO/SP cancels this COR nomination, all information will be lost. Do you wish to continue to cancel this COR nomination?
"OK" to continue with Cancellation
"Cancel" to stop this Cancellation process

OK Cancel

Contracting Officer:
Contracting Officer: DOD, TEST
Commercial Phone: 7036028011
Email: DOD.TEST@US.ARMY.MIL

Contracting Specialist:
Contracting Specialist: BARTLEY, MAE
Commercial Phone: 7036028011
Email: MAE.BARTLEY@US.ARMY.MIL

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Add QASP Document: Browse... Description:

CORContract.aspx?cor=84&id=4419&orgid=1

Trusted sites 100%

Start Unr... CO... CO... CO... CO... SM... 1 R... 4:30 PM

When dialogue box appears, select
"ok" to continue with the cancellation.

COR NOMINATION PROCESS - COR Cancels A Nomination

The screenshot shows a web browser window with the URL <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=84&id=4419&orgid=1>. The page title is "Contracting Officer Representative Tracking (CORT) Tool". The main heading is "DoD COR: Nomination Process for TEST -1243". A red circle highlights the text "COR Contract Record Cancelled" in blue. A blue arrow points from this text to the text "Record now states 'COR Contract Record Cancelled'" on the right. The page content includes a sidebar with navigation links, a "COR Information" section with a "Click to expand" link, a "Supporting Contracting Center" section with a "Contracting Center DODAAC" field containing "HQ0102", a "Contract Information" section with a "Contract/Solicitation Number" field containing "TEST -1243" and a "Record Status" field containing "Cancelled", and a "Contracting Officer" section with fields for "Contracting Officer" (DOD, TEST) and "Commercial Phone" (7036028011). There is also a "Contracting Specialist" section with fields for "Contracting Specialist" (BARTLEY, MAE) and "Commercial Phone" (7036028011). At the bottom, there is a "QA Surveillance Plan (QASP)" section with a "Note" and an "Add QASP Document" field with a "Browse..." button. The browser's status bar shows "Done" and "Trusted sites". The Windows taskbar at the bottom shows the Start button, several "CO..." icons, "SM...", "1 R...", and the system tray with the time "4:33 PM".

Record now states "COR Contract Record Cancelled"

COR NOMINATION PROCESS - COR Corrects /Resubmits Nomination

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Contract List
as COR and Supervisor and Contracting Officer

Records to Filter Out:
 Terminated Draft Submitted to Supervisor Supervisor Approved Active COR Rejected

COR	Contract Number	PreAward Number	COR Status	Supervisor	PCO
DANA.CHAN	HQ0102-08-C-9999-0000	XXY	COR Nominee - KO Rejected	MAE.BARTLEY	DOD, TEST
MAE.BARTLEY	N00030-09-C-9999-0000	SAMPLE	Draft	DANA.CHAN	DOD, TEST
BIG.MOUSE			COR Nominee - Supervisor Approved	DANA.CHAN	BARTLEY, MAE
MICAH.MORRIS	SP0600-10-C-0023-0000		COR Nominee - KO Rejected	DANA.CHAN	BISSIG, MICHAEL
MICAH.MORRIS	SP0600-10-C-0023-0000		COR Nominee - Supervisor Approved	DANA.CHAN	BISSIG, MICHAEL
MICAH.MORRIS	SP0600-10-C-0024-0000		COR Nominee - KO Rejected	DANA.CHAN	BISSIG, MICHAEL
MICAH.MORRIS	SP0600-10-C-0024-0000		COR Nominee - Submitted to Supervisor	DANA.CHAN	BISSIG, MICHAEL

1. Click on "Contract List Status;"
2. Click on the contract number; and
3. Make all corrections and re-submit the nomination

COR NOMINATION PROCESS - Contract List Status

DoD COR: Home - Windows Internet Explorer provided by OSD-CIO

https://arc.army.mil/DoDCOR/Default.aspx

File Edit View Favorites Tools Help

DoD COR: Home

Contracting Officer Representative Tracking (CORT) Tool

User Name: [Logout](#)
BENJAMIN.D.TREASURE

DoD COR: Home

Welcome to the Department of Defense's COR Nomination and Tracking Site.

This site allows for the electronic nomination of a Contracting Officer Representative (COR) against a contract or order with any Department of Defense (DoD) agency using FPDS-NG.

A video overview of the COR Management System may be viewed [here](#).

To obtain a copy of the Contingency COR Handbook, please click [here](#).

All Users

- All users that possess a Common Access Card (CAC) can utilize the site.
- Document templates are standardized and contained the minimum required information.

COR Nominees

CREATE PROFILE: To create or update your profile, use the [COR Profile](#) link from the menu and complete the required fields.

CONTRACT NOMINATION: Use the [COR Nomination Process](#) link from the menu on the left to begin the COR Nomination Process. Be sure to select your servicing contracting center prior to populating the required fields.

NOMINATION STATUS REVIEW: To view the status of an existing nomination, use the [Contract List/Status](#) link from the menu.

ADD DOCUMENTS: To add a document, such as a Monthly Status Report, to one of your appointed contracts, use the [Contract List/Status](#) link from the menu. Click on the contract you wish to work with and scroll down to the Contract Management section. In this section you will find the capability to add the desired document.

COR Supervisors

- APPROVE/REJECT:** To review any nominations awaiting your review, use the [Awaiting My Approval](#) link from the menu. Click the Contract Number you wish to work with to navigate to that nomination. You can then review the COR information at the top of the record and Approve/Reject the request in the Supervisor section.

[Contract List/Status](#)

https://arc.army.mil/DoDCOR/ViewCORByContract.aspx

Trusted sites 100%

12:30 PM

To view the status
of your actions
Select Contract List
Status.

COR NOMINATION PROCESS - Contract List Status

COR - COR Contract List - Windows Internet Explorer provided by OSD-CIO

https://arc.army.mil/DoDCOR/ViewCORByContract.aspx

File Edit View Favorites Tools Help

COR - COR Contract List


Contracting Officer Representative Tracking (CORT) Tool
User Name: [Logout](#)
BENJAMIN.D.TREASURE

**DoD COR: Contract List
as COR and Contracting Officer**

Records to Filter Out:

Terminated
 Draft
 Submitted to Supervisor
 Supervisor Approved
 Active COR
 Rejected

Apply Checkbox Filters...

COR	Contract Number	PreAward Number	COR Status	Supervisor	PCO
BENJAMIN.D.TREASURE	HQ0102-08-C-0003-0000	001002	Active COR	MAE.BARTLEY	GAUGHAN, PAUL
PAUL.GAUGHAN	HQ0102-08-C-T001-0000	TEST222	Active COR	MAE.BARTLEY	DOD, TEST
BENJAMIN.D.TREASURE	HQ0102-08-C-TEST-0000	BENTEST	Active COR	MAE.BARTLEY	BARTLEY, MAE
BENJAMIN.D.TREASURE	HQ0102-08-D-TEST-TE01		Terminated	MAE.BARTLEY	DOD, TEST
BENJAMIN.D.TREASURE	HQ0102-08-D-TEST-TE02		COR Nominee - Supervisor Approved	MAE.BARTLEY	DOD, TEST
BENJAMIN.D.TREASURE	NO0190-09-C-0001-0000	TEST1999	Active COR	MAE.BARTLEY	GAUGHAN, PAUL



A list of actions and the status of the action is displayed.

https://arc.army.mil/DoDCOR/ViewCORByContract.aspx

Trusted sites 100%

Start U... C... T... F... C... H... C... C... C... 12:31 PM

COR NOMINATION PROCESS - Contract List Status

- **Active COR** – Contracting Officer has approved the COR nomination
- **Draft** – a nomination has been started by the COR, on a contract action but has not been to the supervisor
- **Rejected** – Nomination has been rejected by the contracting officer or the supervisor
- **Submitted to Supervisor** – Nomination has been sent to the supervisor for approval prior to sending to the contracting officer
- **Supervisor Approved** – Nomination has been reviewed by the supervisor and sent to the contracting officer for approval
- **Terminated** – COR is no longer assigned to a contract

CONTRACTING OFFICERS REPRESENTATIVE

Part 3 – Contract Management

CONTRACT MANAGEMENT

- CORS, COR Supervisors, Contract Specialists and Contracting Officers will have the ability to add, edit or delete the following documents;
 - Monthly Status Reports,
 - Annual COR File Inspection Checklist (CO)
 - COR Trip Report,
 - COR Correspondence and
 - Miscellaneous Documents
- To add files
 - Select the applicable month and year
 - Add file, by selecting browse to upload the document
 - Click on “Add File” to complete
- Contracting Officers will approve or reject the “Monthly Status Report”

CONTRACT MANAGEMENT

COR - DoD COR: Nomination Process for TEST - 999999 - Windows Internet Explorer provided by OSD-CIO

https://arc.army.mil/DODCOR/COR.Contract.aspx?cor=127&id=4443&orgid=1

File Edit View Favorites Tools Help

COR - DoD COR: Nomination Proce...

COR <-Click to expand
Supervisor <-Click to expand
Contracting Officer <-Click to expand
Contract Management <-Click to collapse
Monthly Status Reports ⬇

No Monthly Status reports Listed

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed

COR Trip Report
No COR Trip Reports Listed

Add File Month: -Select- Year: 2011
Add File: [] Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

COR Correspondence Report
No COR Correspondence Reports Listed

Add File Month: -Select- Year: 2011
Add File: [] Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Miscellaneous Documents
No Miscellaneous Documents Listed

Add File Month: -Select- Year: 2011
Document Type: -Select-
Add File: [] Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

javascript:WebForm_DoPostBackWithOptions(new WebForm_PostBackOptions("ctl00\$cphMain\$lbManagement", "", t... Trusted sites 100%

Start | Sent ... | Revi... | H:\C... | COR ... | COR... | 1 Re... | 11:03 AM

Click on "Contract Management" to expand or "collapse" the contract management information.

CONTRACT MANAGEMENT – Adding Reports

The screenshot shows a web browser window with the URL <https://arc.army.mil/DODCOR/CORContract.aspx?cor=538&id=4282&orgid=1>. The page displays several sections for adding reports:

- Monthly Status Reports**: Includes a "Month:" dropdown menu, a "Year:" dropdown menu (set to 2010), an "Add File:" input field with a "Browse..." button, and a note: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)." A red circle highlights this section.
- Annual COR File Inspection Checklist**: Includes a "Year:" dropdown menu (set to 2010), an "Add File:" input field with a "Browse..." button, and a note: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)." A red circle highlights this section.
- COR Trip Report**: Includes a "Month:" dropdown menu, a "Year:" dropdown menu (set to 2010), an "Add File:" input field with a "Browse..." button, and a note: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)." A red circle highlights this section.
- COR Correspondence Report**: Includes a "Month:" dropdown menu, a "Year:" dropdown menu (set to 2010), an "Add File:" input field with a "Browse..." button, and a note: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)." A red circle highlights this section.
- Miscellaneous Documents**: Includes a "Month:" dropdown menu, a "Document Type:" dropdown menu, a "Year:" dropdown menu (set to 2010), an "Add File:" input field with a "Browse..." button, and a note: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)." A red circle highlights this section.

The Windows taskbar at the bottom shows the Start button, several open applications (I..., R..., S..., H:\, F..., T..., F..., M...), and the system clock at 1:49 PM.

- To add a report
1. Select a month
 2. Select the year.
 3. Upload the document
 4. Click on "Add File"

CONTRACT MANAGEMENT

Monthly Status Report

The screenshot shows a web browser window with the following elements:

- Browser Title Bar:** COR - DoD COR: Contract Management for N00030-09-C-9999-0000 - Windows Internet Explorer provide...
- Address Bar:** https://arc.army.mil/DoDCOR/CORContract.aspx?cor=57&id=4415&orgid=1
- Page Header:** Contracting Officer Representative Tracking (CORT) Tool. User Name: TEST.DOD. Logout
- Main Content:**
 - DoD COR: Contract Management for N00030-09-C-9999-0000
 - Status Report Added** (highlighted with a red circle)
 - [View Complete COR Information](#)
- Left Navigation Menu:**
 - COR Home
 - COR Profile
 - COR Nomination Process
 - Contracting Staff Registration
 - Contract List/Status
 - Awaiting My Approval
 - Document Templates
 - All COR Submitted Documents
 - New COR Profile (ADMIN)
 - COR Proxy (ADMIN)
 - View CORs (ADMIN)
 - COR Misc Codes (ADMIN)
 - Course List (ADMIN)
 - Admin Email (ADMIN)
- Contract Information:**
 - Contracting Center DODAAC: HQ0102
 - Contract Information: Contract Number is Known / Contract Number is NOT Known
 - Contract/Solicitation Number: N00030 - 09 - C - 9999
 - Delivery/Task Order: 0000
 - Record Status: Active COR
- Contracting Officer:**
 - Contracting Officer: DOD, TEST
 - Commercial Phone: 7036028011
 - Email: DOD.TEST@US.ARMY.MIL
- Contracting Specialist:**
 - Contracting Specialist: DOD, TEST
 - Commercial Phone: 7036028011
 - Email: TEST.DOD@US.ARMY.MIL
- QA Surveillance Plan (QASP):**
 - Note: The file should have a file extension (doc, pdf, etc.).
 - Note: File size being uploaded must not exceed 8 MB (8,000 KB).

At the bottom of the browser window, there is a status bar showing "(1 item remaining) Downloading picture https://arc.army.mil/DoDCOR/imgs/redx_reject.gif..." and a taskbar with the Start button, Unread Ma..., COR - Do..., Microsoft P..., H:\CORT T..., and a system tray with the time 9:19 AM.

Record now states "Status Report Added." An e-mail is generated and sent to the contracting officer.

CONTRACT MANAGEMENT – Monthly Status Report

COR - Click to expand
Supervisor - Click to expand
Contracting Officer - Click to expand
Contract Management - Click to collapse
Monthly Status Reports

	Month/Year	Version	Status	Document	Created By	Created On
	05 2010	1	Submitted	MONTHLY STATUS REPORT.docx	MAE.BARTLEY	08/18/2010 03:44 PM
	04-2010	1	Submitted	MONTHLY STATUS REPORT.docx	MAE.BARTLEY	08/18/2010 03:44 PM

Month: Year:
Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Annual COR File Inspection Checklist

	Year	Document	Created By	Created On
	2010	COR Checklist.doc	MAE.BARTLEY	08/18/2010 03:45 PM

Year:
Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

COR Trip Report
No COR Trip Reports Listed

Month: Year:
Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

COR Correspondence Report
No COR Correspondence Reports Listed

Done Trusted sites 100%

Start C. H. U. R. C. P. M. C. C. F. 4:50 PM

Reports can be “edited” or “deleted” by the COR. To delete, click on delete, ...

CONTRACT MANAGEMENT – Monthly Status Report

The screenshot shows a web browser window with the URL <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=64&id=4306&orgid=1>. The page title is "COR - DoD COR: Contract Management for SP0600-10-C-0022-0000". The main heading is "Contracting Officer Representative Tracking (CORT) Tool". A red circle highlights a message that says "Status Report Deleted" with a link to "View Complete COR Information".

DoD COR: Contract Management for SP0600-10-C-0022-0000
Status Report Deleted
[View Complete COR Information](#)

Contracting Officer Representative Tracking (CORT) Tool

Contracting Officer
Contracting Officer: BISSIG, MICHAEL
Commercial Phone:
Email: MICHAEL.BISSIG@US.ARMY.MIL

Contracting Specialist
Contracting Specialist: BISSIG, MICHAEL
Commercial Phone:
Email: MICHAEL.BISSIG@US.ARMY.MIL

Contract Information
Contract/Solicitation Number: SP0600 -10 -C -0022
Delivery/Task Order: 0000
Record Status: Active COR

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Record now states,
"status report deleted"

CONTRACT MANAGEMENT – Monthly Status Report

1. To edit click on edit.
2. Upload the revised report.
3. Click on “save” to replace the existing report.

Contractor ⓘ
Cage Code:
Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:

Contractor Address:
Contractor State:
Contractor Country:

COR <-Click to expand
Supervisor <-Click to expand
Contracting Officer <-Click to expand
Contract Management <-Click to collapse
Monthly Status Reports ⓘ

	Month/Year	Version	Status	Document	Created By	Created On
	08-2010	1	Submitted	STATUS REPORT.docx	MICAH.MORRIS	09/24/2010 09:08 AM
	07-2010	1	Submitted	STATUS REPORT.docx	MICAH.MORRIS	09/24/2010 09:07 AM
	06-2010	1	Submitted	STATUS REPORT.docx	MICAH.MORRIS	09/24/2010 09:06 AM

Month: Year:

Existing Report: STATUS REPORT.docx
Replace File:
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed

Year:
Add File:
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Trusted sites 100%

Start | Unread Ma... | Microsoft P... | H:\CORT T... | COR - Do... | 10:08 AM

CONTRACT MANAGEMENT – Monthly Status Report

The screenshot shows a web browser window with the URL <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=40&id=4408>. The page title is "Contracting Officer Representative Tracking (CORT) Tool". The main content area displays "DoD COR: Contract Management for XXXXXX-10-C-0009-0000" and a notification: "Status Report Updated" with a link to "View Complete COR Information". A red circle highlights this notification. The left sidebar contains a navigation menu with items like "COR Home", "COR Profile", and "Contracting Staff Registration". The main content area also includes sections for "Contract Information", "Contracting Officer" (KELLY, JIMMY), and "Contracting Specialist" (KELLY, JIMMY). The Windows taskbar at the bottom shows the Start button, several open applications, and the system clock at 12:48 PM.

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: Contract Management for XXXXXX-10-C-0009-0000

Status Report Updated
[View Complete COR Information](#)

Contracting Officer
Contracting Officer: KELLY, JIMMY
Commercial Phone: 0000000000
Email: JIM.KELLY@US.ARMY.MIL

Contracting Specialist
Contracting Specialist: KELLY, JIMMY
Commercial Phone: 0000000000
Email: JIMMY.KELLY@US.ARMY.MIL

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Record now states, “status report updated”

APPROVE/REJECT – Monthly Status Reports

Contracting Officers will approve or reject status reports.

1. To approve, click on “approve.”

Contracting Officers will approve or reject status reports.

1. To approve, click on “approve.”

Existing Document: QUALITY ASSURANCE PLAN.doc

Description: xxxx

Replace QASP Document:

Contractor:

Cage Code:

Contractor Name:

Contractor City:

Contractor Zip Code:

Contract Award Date:

Contractor Address:

Contractor State:

Contractor Country:

Monthly Status Reports

Month/Year	Version	Status	Document	Created By	Created On
08-2010	1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:30 AM
07-2010	1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:29 AM
06-2010	1	Submitted	STATUS REPORT.docx	TEST.DOD	09/24/2010 08:19 AM

Annual COR File Inspection Checklist

No COR File Inspection Checklist File Listed

Year: 2010

APPROVE/REJECT – Monthly Status Reports

2. Click on
“OK” to
complete
approval.

Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:
Contractor Address:
Contractor State:
Contractor Country:

COR<<Click to expand
Supervisor<<Click to expand
Contracting Officer<<Click to expand
Contract Management<<Click to collapse
Monthly Status Reports

Month/Year	Version	Status	Document	Created By	Created On
08-2010	1	Rejected		MAE.BARTLEY	09/24/2010 08:30 AM
				ARTLEY	09/24/2010 08:29 AM
				DOD	09/24/2010 08:19 AM

Windows Internet Explorer
Are you sure you wish to approve this record?
OK Cancel

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed
Year: 2010
Add File: Browse...
Note: File size being uploaded must not exceed 6 MB (6,000 KB)

COR Trip Report
No COR Trip Reports Listed
Month: -Select- Year: 2010
Add File: Browse...
Note: File size being uploaded must not exceed 6 MB (6,000 KB)

CORContract.aspx?cor=57&id=4415&orgid=1

Start | Unread Ma... | COR - Do... | Microsoft P... | H:\CORT T... | 9:47 AM

APPROVE/REJECT – Monthly Status Reports

The screenshot shows a web browser window displaying the 'Contracting Officer Representative Tracking (CORT) Tool' for the contract SP0600-10-C-0022-0000. The page title is 'DoD COR: Contract Management for SP0600-10-C-0022-0000'. The main heading is 'Status Report Approved', which is circled in red. Below this heading is a link: 'View Complete COR Information'. The page is divided into several sections: 'COR Information', 'Supporting Contracting Center', 'Contract Information', 'Contracting Officer', 'Contracting Specialist', and 'QA Surveillance Plan (QASP)'. The 'Contracting Officer' and 'Contracting Specialist' sections both list 'BISSIG, MICHAEL' with the email 'MICHAEL.BISSIG@US.ARMY.MIL'. The 'QA Surveillance Plan (QASP)' section includes a note: 'Note: The file should have a file extension (doc, pdf, etc.). Note: File size being uploaded must not exceed 8 MB (8,000 KB)'. The browser's address bar shows the URL 'https://arc.army.mil/DoDCOR/CORContract.aspx?cor=64&id=4306&orgid=1'. The taskbar at the bottom shows the Start button, several open applications, and the system clock at 10:11 AM.

DoD COR: Contract Management for SP0600-10-C-0022-0000

Status Report Approved
[View Complete COR Information](#)

COR Information --Click to expand

Supporting Contracting Center ⓘ
Contracting Center DODAAC: SP0600

Contract Information ⓘ
Contract Number is Known Contract Number is NOT Known
Contract/Solicitation Number: SP0600 -10 -C -0022
Delivery/Task Order: 0000
Record Status: Active COR

Contracting Officer
Contracting Officer: BISSIG, MICHAEL
Commercial Phone: Email: MICHAEL.BISSIG@US.ARMY.MIL

Contracting Specialist
Contracting Specialist: BISSIG, MICHAEL
Commercial Phone: Email: MICHAEL.BISSIG@US.ARMY.MIL

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Report now states, status report approved. An email is generated and sent to the COR.

APPROVE/REJECT – Monthly Status Reports

COR - DoD COR: Contract Management for N00030-09-C-9999-0000 - Windows Internet Explorer provide...
 https://arc.army.mil/DoDCOR/CORContract.aspx?cor=57&id=4415&orgid=1

Existing Document: QUALITY ASSURANCE PLAN.doc
 Description: xxxx
 Replace QASP Document: [Browse...]
 Description: [xxxx]

Contractor:
 Cage Code:
 Contractor Name:
 Contractor City:
 Contractor Zip Code:
 Contract Award Date:
 Contractor Address:
 Contractor State:
 Contractor Country:

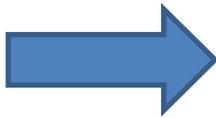
COR - Click to expand
 Supervisor - Click to expand
 Contracting Officer - Click to expand
 Contract Management - Click to collapse
 Monthly Status Reports

	Month/Year	Version	Status	File Name	Submitted By	Submitted On
	08-2010	1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:30 AM
	07-2010	1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:29 AM
	06-2010	1	Submitted	STATUS REPORT.docx	TEST.DOD	09/24/2010 08:19 AM

Add File: [Browse...]
 Note: File size being uploaded must not exceed 8 MB (8,000 KB).
 Annual COR File Inspection Checklist
 No COR File Inspection Checklist File Listed
 Year: 2010

Start | Unread Ma... | COR - Do... | Microsoft P... | H:\CORT T... | 9:32 AM

To reject the report, click on reject. Add reason for rejection. An email is generated and sent to the COR.



APPROVE/REJECT – Monthly Status Reports

Click on
“OK” to
complete
the
rejection;
“Cancel” to
maintain.

Existing Document: QUALITY ASSURANCE PLAN.doc Description: xxxx

Replace QASP Document: [Browse...] Description: xxxx

Contractor: [Contractor Name, Contractor Address, Contractor City, Contractor State, Contractor Zip Code, Contractor Country, Contract Award Date]

Supervisor: [Supervisor Name]

Contracting Officer: [Contracting Officer Name]

Contract Management: [Contract Management Name]

Monthly Status Report:

Mon	Submitted	Created By	Created On
08-2010	1	MAE.BARTLEY	09/24/2010 08:30 AM
			09/24/2010 08:29 AM
			09/24/2010 08:19 AM

Enter Rejection Comments: Add in award in fee receive for the month.

Complete Report Rejection

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed

Year: 2010

Microsoft PowerPoint - [COR Tracking Tool Training Guide - Version 1.0 (SEPTEMBER 2010)]

9:39 AM

APPROVE/REJECT – Monthly Status Reports

The screenshot shows a web browser window displaying the DoD COR Contract Management interface. The page title is "Contracting Officer Representative Tracking (CORT) Tool". The user is logged in as "TEST.DOD". The main content area displays "DoD COR: Contract Management for N00030-09-C-9999-0000" and a prominent message: "Status Report Rejected" with a link to "View Complete COR Information". This message is circled in red. The interface includes a left-hand navigation menu with options like "COR Home", "COR Profile", and "Contracting Staff Registration". The main content area is divided into sections for "COR Information", "Supporting Contracting Center", "Contract Information", "Contracting Officer", "Contracting Specialist", and "QA Surveillance Plan (QASP)".

DoD COR: Contract Management for N00030-09-C-9999-0000

Status Report Rejected
[View Complete COR Information](#)

Contracting Officer
Contracting Officer: DOD, TEST
Commercial Phone: 7036028011
Email: DOD.TEST@US.ARMY.MIL

Contracting Specialist
Contracting Specialist: DOD, TEST
Commercial Phone: 7036028011
Email: TEST.DOD@US.ARMY.MIL

QA Surveillance Plan (QASP)
Note: The file should have a file extension (doc, pdf, etc.).
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Record now states “Status Report Rejected.” An email is generated and sent to the COR.

REJECTED MONTHLY STATUS REPORT – COR View

Once rejected, CORs must add a new report, which . . .

Replace QASP Document: Browse... Description: xxxx

Contractor **Contractor Address:**
Cage Code: **Contractor State:**
Contractor Name: **Contractor City:** **Contractor Country:**
Contractor Zip Code:
Contract Award Date:

COR<-Click to expand
Supervisor<-Click to expand
Contracting Officer<-Click to expand
Contract Management<-Click to collapse
Monthly Status Reports

	Month	Year	Version	Status	Document	Created By	Created On
	08-20	10	1	Rejected	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:30 AM
	07-2010		1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:29 AM
	06-2010		1	Submitted	STATUS REPORT.docx	TEST.DOD	09/24/2010 08:19 AM

Month: Year: 2010

Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed

Year: 2010
Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

COR Trip Report

REJECTED MONTHLY STATUS REPORT – COR View Revised

... will be replaced with a new version.

Contractor
Cage Code:
Contractor Name:
Contractor City:
Contractor Zip Code:
Contract Award Date:

Contractor Address:
Contractor State:
Contractor Country:

COR - Click to expand
Supervisor - Click to expand
Contracting Officer - Click to expand
Contract Management - Click to collapse

Monthly Status Report

	Month/Year	Version	Status	Document	Created By	Created On
	08-2010	2	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:55 AM
	08-2010	1	Rejected	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:30 AM
	07-2010	1	Submitted	STATUS REPORT.docx	MAE.BARTLEY	09/24/2010 08:29 AM
	06-2010	1	Submitted	STATUS REPORT.docx	TEST.DOD	09/24/2010 08:19 AM

Month: August Year: 2010

Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

Annual COR File Inspection Checklist
No COR File Inspection Checklist File Listed

Year: 2010

Add File: Browse...
Note: File size being uploaded must not exceed 8 MB (8,000 KB).

CONTRACT MANAGEMENT - Other COR Reports

The screenshot displays a web browser window titled "COR - DoD COR: Contract Management for N00030-09-C-9999-0000". The address bar shows the URL: <https://arc.army.mil/DoDCOR/CORContract.aspx?cor=57&id=4415&orgid=1>. The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help) and a toolbar with navigation and utility icons.

The main content area features four distinct report upload sections, each with a table of existing reports and an "Add File" form below it. Blue arrows point to the "Add File" forms in each section:

- Annual COR File Inspection Checklist:** The table shows a report for the year 2010, titled "File Inspection Checklist.docx", created by MAE.BARTLEY on 09/24/2010 09:36 AM. The "Add File" form has a "Year" dropdown set to 2010 and a "Browse..." button. A note states: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)."
- COR Trip Report:** The table shows a report for the month of 06-2010, titled "Trip Report.docx", created by MAE.BARTLEY on 09/24/2010 09:36 AM. The "Add File" form has a "Month" dropdown set to June and a "Year" dropdown set to 2010. A note states: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)."
- COR Correspondence Report:** The table shows a report for the month/year of 07-2010, titled "Correspondence.docx", created by MAE.BARTLEY on 09/24/2010 09:37 AM. The "Add File" form has a "Month" dropdown set to July and a "Year" dropdown set to 2010. A note states: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)."
- Miscellaneous Documents:** The table shows a report for the month/year of 04-2010, titled "COR Checklist.doc", with a document description of "Required Regulations", created by MAE.BARTLEY on 09/24/2010 09:38 AM. The "Add File" form has a "Month" dropdown set to April and a "Year" dropdown set to 2010. A note states: "Note: File size being uploaded must not exceed 8 MB (8,000 KB)."

At the bottom of the browser window, the Windows taskbar is visible, showing the Start button, several open applications (Unread..., Microso..., H:\COR..., COR - ..., Miscella...), and the system tray with the time 10:38 AM.

Contracting Officer may upload Annual Inspection Checklist.

CORs may upload other types of reports (i.e. Checklist, Trip Reports, Correspondences and , Miscellaneous Documents.

CONTRACT MANAGEMENT- Miscellaneous Documents

The screenshot shows a web browser window with the URL <https://arc.army.mil/DODCOR/CORContract.aspx?cor=53&id=4282&orgid=1>. The page contains several sections for uploading documents:

- Annual COR File Inspection Checklist:** Includes a form with 'Month: April' and 'Year: 2010'. The 'Add File' button is highlighted with a green circle.
- COR Trip Report:** Includes a form with 'Month: -Select-' and 'Year: 2010'. The 'Add File' button is highlighted with a green circle.
- COR Correspondence Report:** Includes a form with 'Month: -Select-' and 'Year: 2010'. The 'Add File' button is highlighted with a green circle.
- Miscellaneous Documents:** This section is circled in red. It includes a dropdown menu for 'Document Type' with the following options: Deficiency Reports, Environmental Plan, GFE Inventory, GFE Property Validation, Maintenance Plan, Quality Assurance Surveillance Plan, Required Regulations, Safety Plan, Surveillance Check List, Surveillance Schedule, Test Reports, and Work Plan. The 'Add File' button is highlighted with a green circle. A blue arrow points to the 'Add File' button.

Each section also includes a note: 'Note: File size being uploaded must not exceed 8 MB (8,000 KB)'. The browser's taskbar at the bottom shows the time as 4:17 PM.

Types of
Miscellaneous
documents
that can be
added.

CONTRACT MANAGEMENT- View Previous COR's Documents

Contracting Officer Representative Tracking (CORT) Tool

DoD COR: CORs By Name

Go To Page: Prev 1 Next of 9

Direct Filters:

COR: Contract #:

Supervisor: PCO:

Terminated Draft Submitted to Supervisor Supervisor Approved Active COR Rejected

Apply Direct Filter(s)

Apply Checkbox Filters...

COR	Contract Number	PreAward Number	Supervisor	PCO	COR Status
BENJAMIN.D.TREASURE	HQ0102-08-C-0003-0000	001002	MAE.BARTLEY	PAUL.GAUGHAN	Active COR
BENJAMIN.D.TREASURE	HQ0102-08-D-TEST-TE02		MAE.BARTLEY	TEST.DOD	COR Nominee - Supervisor Approved
BENJAMIN.D.TREASURE	NO0190-09-C-0001-0000	TEST1999	MAE.BARTLEY	PAUL.GAUGHAN	Active COR
BENJAMIN.D.TREASURE	HQ0102-08-C-TEST-0000	TEST	MAE.BARTLEY	MAE.BARTLEY	Active COR
BENJAMIN.D.TREASURE	HQ0102-08-D-TEST-TE01		MAE.BARTLEY	TEST.DOD	Terminated
KIMBERLEE.C.WATTS	HC1028-01-C-TEST-0000		BEVERLY.MAYES	MAE.BARTLEY	Active COR
KRISTINE.PREECE	TEST -- 9-9-9999-0000		GARY.PUGLIANO	MAE.BARTLEY	COR Nominee - Supervisor Approved
KRISTINE.PREECE	TEST - KP	TEST - KP	GARY.PUGLIANO	MAE.BARTLEY	COR Nominee - KO Rejected
MAE.BARTLEY			LEANTHA.D.SUMPTER		
MARY.W.PEARSON	N00024-01-C-TEST-0000		PAUL.GAUGHAN	MAE.BARTLEY	Active COR
PAUL.GAUGHAN	HQ0102-08-C-T001-0000	TEST222	MAE.BARTLEY	TEST.DOD	Active COR

https://arc.army.mil/DODCOR/ViewCORByName.aspx?ContractReports=1

3:23 PM

Select "All COR Submitted Documents" and select the contract number. . . .

CONTRACT MANAGEMENT- View Previous COR's Documents

Contracting Officer Representative Tracking (CORT) Tool

Contract Management Reports for HC102801CTEST0000

Monthly Status Reports

Month/Year	Version	Status	Document	Created By	Created On
03-2011	1	Approved	STATUS REPORT.docx	MAE.BARTLEY	03/15/2011 11:08 AM

Annual COR File Inspection Checklist
No File Inspection Checklists Listed

COR Trip Report
No COR Trip Reports Listed

COR Correspondence Report
No COR Correspondence Reports Listed

Miscellaneous Documents
No Miscellaneous Documents Listed

An entire listing of all documents from any COR is available.
Documents are available to all roles.

CONTRACTING OFFICERS REPRESENTATIVE

Part 4 – Reminder Emails

Reminders Emails

- **Reminders emails will be sent on the following occasions:**
 - **CORS**
 - Refresher training needed
 - Late in taking Refresher training
 - Monthly report due
 - Late monthly report reminders
 - COR self nomination over 30 days
 - Annual 450 requirements due
 - **Supervisors**
 - COR nomination over 30 days waiting supervisor approval (*Supervisor*)
 - **Contracting Officers**
 - Annual COR Inspection
 - Late Annual COR Inspection
 - Contract Completion
 - Nomination over 30 days waiting on Contracting Officer approval
 - Contracts over 30 days old needing a termination