MEMORANDUM FOR: SEE DISTRIBUTION

MAY 25 2011

SUBJECT: Internal Controls for Procurement Systems

The Director, Defense Procurement and Acquisition Policy (DPAP) and the Office of the Under Secretary of Defense (Comptroller) (OUSD(C)) cooperate in an ongoing effort to provide a vision and future framework for an interoperable and data-centric procurement environment. As part of this effort, DPAP and OUSD(C) have developed the attached consolidated list of required internal controls for procurement systems or groupings of systems that perform procurement processes (Attachment 1). Systems involved in the processes of recording commitments, obligations, and making payments related to contract actions are included for the purpose of these controls.

These internal controls, derived from the various statutes, regulations, and policies that govern Department of Defense (DoD) procurement business processes, are required by system and business process managers in procurement. These controls and policies currently exist separately in multiple source documents including *Federal Acquisition Regulation* (FAR), *Defense FAR Supplement* (DFARS), and other relevant policy sources that are cited where applicable. These requirements provide structure for the Procurement Data Standard (PDS), a system-agnostic data model, using common language and business rules intended as a Department-wide requirement for contract data output.

These internal controls are the mechanisms by which procurement processes support the strategic goals of accountability, transparency, traceability, and data integrity. The following strategic goals are areas in which DoD procurement can and should continuously improve:

- Management Accountability means that roles and responsibilities are clearly defined and enforced, separation of duties is implemented, rules are followed, and resources are expended properly. Underlying this standard is the principle that those executing each activity in a business process act in good faith and take responsibility for their actions.

- Transparency and Traceability mean that key data and resources shall be captured and tracked throughout the procurement lifecycle, and can be available as appropriate at any stage in the process. It is imperative that the business processes be fair, open and afford opportunities for all businesses to compete, and that all contract actions be reportable to Congress as required by law. This also includes linking procurement activities to finance and other processes through key connecting data elements and actions.

- Data Integrity internal controls are intended to support data integrity by identifying and protecting the authoritative sources and formats for data.

Each internal control is mapped to at least one of these strategic goals. Overall, we expect that the implementation of these rules and the attendant data model will improve the business process and increase data accuracy, visibility, and interoperability.

Each of these internal controls must be implemented as a requirement for any existing or future acquisition business system improvement efforts related to procurement processes. Several have resulted from a six sigma black belt task force on Navy Enterprise Resource Planning system implementation. All systems that offer FAR-based procurement capabilities or are involved in administration of FAR-based contracts shall include these controls, related to the specific capabilities they perform. Any systems performing contracting capabilities that do not include these controls will be considered non-compliant with this policy.

These internal controls should be implemented in non-system-based (i.e., manual or business) processes as well, through local procedures and guidance. System and business managers should compare these internal controls against the processes they oversee, document specific controls currently in place that satisfy these objectives, and implement the controls where applicable for any requirements not met. Controls generated by DPAP and OUSD(C) are planned to be incorporated in the *DoD Financial Management Regulation* or DFARS within 18 months. The DPAP and OUSD(C) may request that the audit and internal review activities assess the degree to which organizations have established adequate controls.

Questions and comments may be directed to our leads for this effort, Mr. Bruce Propert (DPAP) and Mr. Joe Doyle (OUSD(C)). Mr. Propert may be reached by email at bruce.propert@osd.mil or by telephone at 703-602-8032. Mr. Doyle may be reached by email at joseph.doyle@osd.mil or by telephone at 703-614-3523.

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Attachment:
As stated

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**Internal Controls Required for Systems Involved in
Procurement to Payment Processes**

Definition: Procure to Pay encompasses all business functions necessary to obtain goods and services through contracting. This includes such functions as requirements description, contract placement, contract management, payment management, receipt/debt management, and financial reporting.

Section 1 – Separation of Duties

1.1 – Access to functional and technical capabilities in the Procure to Pay process shall be controlled by role-based authorities[1] granted during configuration of each process step and the establishment of individual user access rights to those users with the appropriate authority. Transactions affecting the data therein shall be logged with date/time stamp and identify the user making the change. *Source: Department of Defense Financial Management Regulation (DoDFMR), Volume 5, Chapter 1, 010303*

1.2 – The system will be able to segregate role-based capabilities and limit access to these functions to individuals with appropriate authority. The system will be able to identify who made any file content changes in the end-to-end process. Systems shall ensure separation or segregation of duties. Key duties such as the authority to issue contracts, order goods and services, receive goods and services, certify invoices for payment, certify availability of funds, issue policy, funds dispersing and prevalidation, and review and audit functions, shall be assigned to different individuals to minimize the risk of misuse to the greatest extent possible. Workflows and access rights shall be controlled at each point in the business process to include the passing of authentication and accreditation data with each transaction step to enable enforcement of business rules and controls and to capture indicators of fraud or potential conflict of interest including, but not limited to, performance of inherently governmental functions which shall be limited to government personnel. *Sources: DoDFMR Volume 5, Chapter 1; Office of Management and Budget (OMB) Circular A-123, Section C; and Government Accountability Office (GAO) Standards for Internal Controls in the Federal Government, November 1999*

Section 2 – Requirements

2.1 – The ability to consolidate requirements in excess of the dollar limits for overall contract value/ceiling set in *Defense Federal Acquisition Regulation Supplement* (DFARS) 207.170-3 shall be controlled such that proposed transactions in excess of prescribed limits are flagged and routed through waiver or exception workflows; where no exception exists, transactions shall be cancelled and returned to earlier points in the business process for correction. *Sources: 10 U.S.C. §2382; and DFARS 207.170*

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[1] Note that enterprise-wide role-based authorities will take precedence over local system implementations.

2.2 – End-to-End system requirements developed to address known weaknesses in an existing process should be mapped to corrective actions, in order to demonstrate the requirement will resolve known weaknesses and enable necessary capabilities. Source: Federal Financial Management Improvement Act of 1996,

2.3 – Systems shall enable determinations to break out sub-components of identified requirements for separate acquisitions and identify and track those items. Requirement generating, procurement, and contracting systems shall permit and track disaggregation of requirements (i.e. fulfillment through multiple contract awards, or fulfillment from a number of sourcing alternatives) at any point in the process so as to enable the use of alternative acquisition and fulfillment methods while maintaining an association with the initiating transaction record. *Source: DFARS 207.171*

2.4 – Each requirement transmitted for procurement action must contain sufficient information to permit determination during the commitment, certification, and obligation process that the identified funds are legally available in terms of time, purpose, and amount. Each requirement transmitted for procurement action must be sufficiently documented to enable the description and coding of the product or service in any resultant obligation. *Sources: Federal Acquisition Regulation (FAR) Part 32; Purpose and Recording Statutes, 31 U.S.C. §1301(a) and §1501; and DoDFMR Volume 3, Chapter 8*

2.5 – The level of detail in the requirement and contract shall be the same as that at which accounting, performance (including shipment and receiving), acceptance, payment, property management, inventory accountability, and reordering will be documented. To the extent that these events are severable, separate line items shall be used (see DFARS 204.71). All line items must be made available as data throughout all steps of the process. *Sources: DFARS 204.70; and DoDFMR Vol. 3, Chapter 8*

2.6 – Where multiple systems are being employed to implement any of the End-to-End processes identified in this document, reconciliations should be performed regularly between systems to ensure data consistency, completeness of data transfer, and standard reporting for all systems. Ideally such reconciliations should be continual. *Source: May 2010 FIAR Guidance, Chapter 3, FIAR Methodology.*

2.7 - System owners and reporting entities must ensure adequate entity-level and application-level Information Technology General Controls and automated application controls are in place and adequately functioning upon system implementation (material systems only). The Federal Information Systems Controls Audit Manual (FISCAM) should be used to assess general and application controls in the implementation review. Thereafter, a FISCAM review should be performed annually for all material systems. *Source: GAO Financial Audit Manual paragraph 240.09*

Section 3 – Funds Source and Certification

3.1 – Systems shall have a mechanism that identifies for the contracting office the

appropriation that will be obligated and its period of availability. Funded requirements shall clearly identify which appropriation shall be used by use of Department Regular code, Main Account Code, and Sub Account Code. In the case of requirements involving funding from multiple appropriations, systems shall be capable of identifying the correct appropriation properly chargeable for each product or service, and information to establish that the funds are available for the intended use. Business processes shall be able to track and identify the expiration and subsequent cancellation of availability of funds for both obligation and expenditure, and have adequate internal controls in place to ensure that funds are not over-obligated or over-expended. *Sources: DoDFMR Volume 14, Chapter 2; and FAR Part 32*

3.2 – Where commitment accounting is required (see section 3.4), evidence of recording of the commitment must accompany any transaction forwarded to the contracting organization and system for obligation. Without regard to whether commitment accounting is required, transactions forwarded to the contracting organization and system for obligation must provide assurance from responsible fiscal authority that adequate funds are available (FAR 32.702). Transactions forwarded to the contracting organization and system for award before funds are available must provide information sufficient to enable the contracting officer to condition the contracting action on the availability of funds (FAR 32.702). Transactions forwarded in advance of certification or availability for obligation must clearly indicate "Subject to Availability". An update must be processed by accounting and transmitted to contracting to remove this limitation prior to obligation against any funds so identified. Evidence of funds certification may include, but are not limited to, a purchase request or administrative commitment document. Documents that are used for planning purposes only and that do not reserve funds do not satisfy requirements for funds certification. *Source: Office of the Secretary of Defense (OSD) Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002*

3.3 – Funds must be certified as available for obligation for the intended purpose prior to contract award. Contracts that are not currently funded may be released so long as they include the "Availability of Funds" clause. *Sources: Purpose Statute, 31 U.S.C. §1301; and FAR 32.703-2 and 52.232-18*

3.4 – Commitment accounting generally is required for the procurement; military construction; and research, development, test and evaluation appropriation accounts. A commitment must be recorded in the accounting system prior to incurring an obligation or disbursing funds; this shall be enforced via a funds validation process as part of the final steps in the award process. *Source: DoDFMR, Vol. 3, Chapter 15, 150202E*

3.5 – The certified funding transaction must include the Agency Accounting Identifier (AAI) and Treasury Account Symbol (TAS). *Source: Under Secretary of Defense (Comptroller) Memorandum, "Standard Financial Information Structure (SFIS)," August 4, 2005; Under Secretary of Defense (Acquisition, Technology, and Logistics) and Under Secretary of Defense (Comptroller)Memorandum, "Linking Financial Data to Contract Documents"March 18, 2009; DFARS 204.710; Director of Defense Procurement and*

Acquisition Policy Memorandum "Update to Deployment of Subaward Reporting Requirements for the Federal Funding Accountability and Transparency Act" March 24, 2011

Section 4 – Solicitation and Award

4.1 – The business process shall not impose limitations on the number or type of vendors from which offers can be solicited or to which contracts can be awarded (except as elsewhere provided for under FAR Parts 4, 6, 8, 9, 19, or 25). *Sources: Office of Federal Procurement Policy Act; Small Business Act; Competition in Contracting Act; and FAR Parts 5, 6, 12, 13, 14, 15, and 19*

4.2 – The capability to identify and associate items to be procured with required sources of supply shall be implemented through the business process. Non-compliant transactions shall be flagged for exception or waiver workflows. *Sources: Office of Federal Procurement Policy Act; Small Business Act; Javits-Wagner-O'Day Act; and other Acts listed in FAR Parts 8 and 19*

4.3 – The business process shall track and enforce statutory and regulatory thresholds, i.e. dollar value, contract type, or acquisition process based on FAR and DFARS guidance. *Sources: Office of Federal Procurement Policy Act; FAR Part 1.109; and DFARS 201.109*

4.4 – Information on export controls shall accompany research and development requirement transactions for those items where such controls apply. *Sources: Public Law 110-181; and DFARS 204.73*

4.5 – Systems shall be able to identify acquisitions in support of contingency operations and execute transactions undertaken pursuant to adjusted authority and approval thresholds. The business process shall identify, configure, and track codes and thresholds in support of designated procurement situations, including but not limited to contingency operations or other streamlined processes. *Sources: Contingency Operation Definition, Purpose Statute, 10 U.S.C. §101; Stafford Act; FAR Part 18; and DFARS Part 218*

4.6 – A contract may have multiple Contract Line Item Numbers (CLINs), Contract Sub Line Item Numbers (SLINs), and Contract Exhibit Line Item Numbers (ELINs). A contract may have multiple informational subline items for nonseverable items. Except for not separately priced (NSP) items, each CLIN, SLIN, ELIN, or informational subline item shall be captured as a discrete set of data elements. *Sources: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002; and DFARS Part 204.71*

4.7 – Systems shall use Procurement Instrument Identification Number (PIIN), Supplemental Procurement Instrument Identification Number (SPIIN), Contract Line Item Number (CLIN), Contract Sub Line Item Number (SLIN), and Contract Exhibit Line Item Number (ELIN) as universal, unique and common keys. Obligation transactions must conform to the constructs defined in DFARS Part 204 and be enforced

in the pre-obligation validation process in order to establish the database keys and tags necessary to enable the End-to-End auditability of the business process. Thus, requirements must be indexed to the procurement instrument and line item by which the requirement is filled. *Source: DFARS Sub-Part 204.70*

4.8 – There may be more than one purchase requisition, procurement instrument identification number (PIIN), contract line item number (CLIN), subline item number (SLIN), or exhibit line item number (ELIN) related to the same funding source. Non-severable items funded with multiple funding sources shall have informational subline items for each funding line. Each funding line shall require separate entries in the accounting system; recording of the commitment and obligation shall be done at the funding line level with no co-mingling of the appropriations. *Sources: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002; and DFARS 204.70*

4.9 – More than one contract may be awarded from a given procurement request. More than one requirement/purchase request may be combined in a single obligation transaction; each obligation against separate funding lines shall be segregated in the award in accordance with appropriate line item structure and retain its association with its initiating purchase request for auditability. *Source: DFARS Part 204*

4.10 – Funded contracts shall conform to the DoD Procurement Data Standard and contain the Agency Accounting Identifier at the level at which funds are available to ensure that transactions are reported to and recorded in the appropriate accounting systems. *Sources: Federal Acquisition Regulation (FAR); DFARS; Standard Financial Information Structure; Office of the Under Secretary of Defense for Acquisition, Technology and Logistics Memorandum, "Publication of the Procurement Data Standard (PDS), Phase I," July 21, 2008; and DoDFMR Volume 1, Chapter 4, paragraph 040701.A-SFIS Compliance Checklist items C87-90, C95, and OF 14-17X*

4.11 – CLINs, SLINs, and ELINs may not have a negative unit price or negative extended value. *Source: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002*

4.12 – Miscellaneous charges are certain costs allowable under the contract to the vendor for small unpriced expenses (e.g., shipping). Miscellaneous charges must be estimated and obligated at time of award, and must have a CLIN, SLIN, or ELIN, and a dollar amount. Miscellaneous charges, with the exception of transportation, may be grouped into a single CLIN, provided that all grouped charges are chargeable to a single appropriation. To facilitate closeout of obligations and avoid over obligation, during performance, the business process should continually update all relevant accounting systems affected by Miscellaneous charges as the amount obligated is liquidated. *Sources: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002; and FAR Part 47*

4.13 – Quantity, unit price, unit of measure (dozen, gallon, each, etc.), and extended price shall be recorded at the CLIN, SLIN, or ELIN level. Structure of line items shall conform to the requirements of DFARS Part 204 and the Uniform Contract Format, to the maximum extent possible. All data pertaining to line items, delivery, funding, period of performance and payment shall be tagged in accordance with the Procurement Data Standard regardless of transaction format. *Source: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002*

4.14 – Systems shall ensure that the period of performance of severable service contracts does not cross fiscal years unless the contract is funded by annual appropriations and the entire period of performance does not exceed 12 months. *Sources: 10 U.S.C. §2410a; DFARS 232.703-3; and DoDFMR Volume 3, Chapter 8, Paragraph 080303.C*

Section 5 – Obligation

5.1 – The accounting system shall identify contract obligations by the funding appropriation and shall reference the combination of the Procurement Instrument Identification Number, the Supplemental Procurement Instrument Identification Number, the CLIN (or the SLIN or ELIN, if applicable), and the dollar amount. *Sources: FAR 204.71; DoDFMR Volume 3, Chapter 8; and DoDFMR Volume 1, Chapter 4*

Section 6 – Contract Administration

6.1 – When using indefinite delivery indefinite quantity (IDIQ) contracts the business process shall track all orders against those contracts to ensure that ordering limits and maximums are not exceeded, and that guaranteed minimums are recorded as obligations at award and are met through placement of orders. *Source: FAR Part 16*

6.2 – Orders within the scope of a requirements contract shall be placed against that contract. *Source: FAR Part 16*

6.3 – The business process shall support delegation by the Procuring Contracting Officer of contract administration processes to an Administrative Contracting Office in the appropriate agency. *Source: DFARS 242.202*

6.4 – Actions increasing quantities of items on contract citing different funding sources shall be accomplished with a separate CLIN, unless contracting officers can clearly associate the increased quantities using funding SLINS that segregate the different sources of funds on the CLIN. *Source: DFARS Part 204*

6.5 – The incremental funding of fixed priced CLINS is discouraged. Severable cost reimbursable CLINS shall be accomplished by award of a separate CLIN or SLIN when the requirement is to extend, broaden, or expand the existing scope. *Source: DFARS Parts 204, 232.703*

6.6 – When adding quantities to an existing delivery order, if the contract writing system or capability does not support the modification of line item quantities after award, a new delivery order should be created, or a new CLIN added for the item to the existing order. *Source: DFARS Part 204*

6.7 – The alphanumeric identifier for the CLIN, SLIN, or ELIN and the monetary currency (i.e., type of currency such as British pounds or U.S. dollars) used to make payments may not be modified following payment, including financing payments. If a change is required to the CLIN, SLIN, or ELIN or the monetary currency after any payment is made, or to the unit of measure after an invoice payment has been made, a new CLIN, SLIN, or ELIN must be established. The new CLIN, SLIN, or ELIN obligation must be recorded in the accounting system, and the remaining balance on the original CLIN, SLIN, or ELIN must be applied to the new contract line item. Changes to CLIN, SLIN, ELIN numbering, the currency for payment, or the unit of issue shall NOT be made subsequent to the first payment against the affected line item. When changes are required, the existing CLIN, SLIN, ELIN shall be terminated at the disbursed amount and new CLIN, SLIN, or ELINS established to reflect the change; accounting systems will capture the terminated funds for application to the new line item. *Source: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002*

6.8 – The unit of measure (e.g., liters, gallons, pounds, etc.) may be changed after financing payments have been made but must not be changed following an invoice payment (i.e., payment for delivery of items or services). Any adjustments to price or obligation amounts shall identify the specific CLIN(s), SLIN(s), or ELIN(s) to be adjusted and the amount(s) by which each is to be adjusted. *Source: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002*

Section 7 – Receipt and Acceptance

7.1 – Wide Area Workflow shall be used as the single point of entry for vendor invoice and delivery information. Therefore, vendors shall be required to provide invoice and delivery information to Wide Area Workflow to the level of detail at which performance is delivered, and in accordance with the terms of the contract and instructions therein. *Sources: 10 U.S.C. §2227 (DoD E-invoicing requirement), EGovernment Act of 2002; and DFARS Parts 211, 232 and 252*

7.2 – Systems not using Wide Area Workflow to perform acceptance shall capture a digital signature of the acceptance of contract performance and electronically document the acceptance with identification of the contract, description of the items and quantities delivered, period of performance, dates delivered, dates accepted, and the name, DoD Activity Code (DoDAAC), title, mailing address, and telephone number of the acceptor. Retention of this information in electronic form is required. *Sources: Prompt Payment*

Act; Code of Federal Regulations Part 1315; 10 U.S.C. §2227; and DFARS Parts 211, 232 and 252

7.3 – Systems shall ensure through an electronic certification process that the official (i.e., original unaltered) electronic invoice and receiving report is traceable from the vendor through the acceptance, certification, and entitlement processes and retained in a government record. Once the certifying officer has determined the proper amount for payment, he or she will affix his or her electronic signature with the standard certification statement. Where appropriate, he or she will also return the invoice to the vendor for correction or document an administrative offset in accordance with documented payment clause/schedules. *Sources: Prompt Payment Act; DoDFMR Volume 5, Chapters 2 and 33 and Volume 10, Chapters 7, 8, and10*

Section 8 – Payment

8.1 – Systems shall be able to perform payment prevalidation. Systems shall be able to determine payment due dates and calculate interest due on late payments, and take appropriate payment discounts. This requires that systems collect, access, or be able to calculate, Invoice date, Acceptance date, and Constructive Acceptance date. *Sources: Prompt Payment Act; Code of Federal Regulations Part 1315; FAR 32.1103; and DoDFMR Volume 10, Chapter 1, 0103.*

8.2 – Systems shall address in the payment logic the differing rules for different commodities and shall be able to recognize and accommodate any particular variations that may be otherwise authorized by law or regulation. Systems shall be able to manage a broad array of financing arrangements, to include payments based on the percentage or stage of completion accomplished; payments for partial deliveries accepted by the Government; partial payments for a contract termination proposal; performance-based payments; payments based on costs incurred; date-based payments; milestone-based payments; and others set forth in FAR Part 32. *Sources: Prompt Payment Act; Code of Federal Regulations Part 1315; and DoDFMR Volume 10, Chapter 10.*

8.3 – Accounting and payment systems shall capture the combination of PIIN, SPIIN, and CLIN (and SLIN and ELIN if required) as a key to link funding source to contracting action. Contract writing systems shall carry the Agency Accounting Identifier at the line item level, and shall use the AAI as an accounting system routing identifier. *Sources: DoDFMR Volume 1, Chapter 4; Under Secretary of Defense (Acquisition, Technology, and Logistics) and Under Secretary of Defense (Comptroller)Memorandum, "Linking Financial Data to Contract Documents" March 18, 2009*

8.4 – The entitlement system should have the capability to trace and pay individual line items on an invoice and refunds, repayments, and discounts from vendors on a specific contract shall be applied the identified contract PIIN, CLIN, SLIN, or ELIN level as applicable. *Source: DoD FMR Vol. 10, Chapter 2, Paragraph 020301.F.5*

Section 9 – Property Management

9.1 – Systems shall track serially managed items and accountable property using the item unique identifier. *Sources: DFARS 211.274; DoD Directive 8320.03; and DoD Instruction 8320.04*

9.2 – Systems shall capture unit acquisition cost in accordance with the policies set forth in DFARS 211.274-3. *Sources: DFARS 211.274; and DoD Instruction 8320.04*

9.3 – Systems shall enable tracking of cases and pallets using radio frequency identification tags. *Source: DFARS 211.275*

Section 10 - Closeout

10.1 – For all contracts, the PCO or ACO should review for excess funds at time of contract closeout. If there are excess funds, the PCO or ACO in collaboration with the payment office and the financial manager will trigger the capture of excess funds by FM. Upon such action, a formal closeout modification is required. *Sources: OSD Memorandum, "Business Rules for End-to-End Finance and Procurement Joint Concept of Operations," May 29, 2002; FAR 4.804; and DoDFMR Volume 3, Chapter 8, Section 0804*

10.2 – Systems shall maintain contracts and supporting documentation (for example payment record retention) for the periods established in FAR 4.805 and DFARS 204.805. At a minimum, records retention shall meet the requirements of DoD Directive 5015.2, "Department of Defense Records Management Program." *Sources: Chapters 29, 31, 33, and 35 of title 44, United States Code; DoDFMR Volume 1, Chapter 9; and FAR 4.805; DFARS 204.805*

Section 11 – Authoritative Systems and Data Sources*

11.1 – In no event shall systems require external business partners to develop unique interface solutions where an enterprise system exists. Therefore, systems shall interface with and make use of the following enterprise capabilities to provide data required by the enterprise and to make use of the following authoritative data sources or follow guidelines for external processing as defined by the enterprise system owner.
- Central Contractor Registration
- Federal Business Opportunities
- Online Representations and Certifications Applications
- Past Performance Information Retrieval System
- Contractor Performance Assessment Reporting System
- Electronic Document Access
- Wage Determinations On-Line
- Federal Procurement Data System

- Excluded Parties List System
- Wide Area Workflow
- Item Unique Identification Registry
- Electronic Subcontracting Reporting System
- Department of Defense Activity Address File

Sources: Office of Federal Procurement Policy Act; Small Business Act; Competition in Contracting Act; Electronic Government Act of 2002; FAR Parts 2, 4, 9, 14, 15, 19, 36, 37, 42, and 52; and DFARS Parts 211, 232, 252 and 253

11.2 – Systems shall be able to query, discover, authenticate and use the authoritative source data from the Central Contractor Registration (CCR) system in order to verify registration, ensure use of authoritative data, and obtain taxpayer identification numbers. Receiving systems must ensure that this data cannot be changed or altered in any way; any changes to this data must be accomplished through the CCR as the authoritative data source. *Sources: Electronic Government Act of 2002; and FAR Parts 2 and 4*

11.3 – Systems shall be enabled to interface with the following systems:
- The Government-wide point of entry for publishing of contracting opportunities
- The Federal Procurement Data System for reporting of contract awards.

Sources: Office of Federal Procurement Policy Act; Small Business Act; Competition in Contracting Act; and FAR Parts 2, 4, 5, and 6

11.4 – Per the guidance in the FAR, systems may generate electronic versions of standard forms without exceptions, and should use other electronic substitutes for paper documents (including electronic signatures) whenever practicable and cost-effective (see FAR 52.216-18 for limitations). *Source: FAR Parts 4.502 and 53.105*

*Note: System names may change over time. Refer to the most recent system name identified in the applicable regulation.