

**DATA REQUIREMENT**

<b>CONTRACT APPLICATION INFORMATION FOR DRL</b>					A. ITEM NO. <b>DR-31</b>	
B. LINE ITEM TITLE: <b>Facility and Equipment Performance Reporting</b>						
C. OPR. <b>UB-C3</b>	D. TYPE <b>3</b>	E. INSPECT/ ACCEPT <b>6</b>	F. REQ. <b>See Section J</b>	G. INITIAL SUB. <b>Contract Start</b>	H. AS OF DATE	
J. REMARKS: Part 1: Daily/Weekly report: Applicable to assigned facilities. Weekly report every Thursday to include a compilation of issues since the last weekly report. Part 2: GSE, Facilities and Checkout Systems Performance-to-plan: Data to be presented for meetings listed in Table 5-1 of the SOW.						
K. DISTRIBUTION  Per Contracting Officer's letter.					TOTALS	
					QUANTITY	TYPE
<b>DATA REQUIREMENT DESCRIPTION</b>						
1. TITLE <b>Report, Facility and Equipment Performance</b>					2. NUMBER <b>DR-31</b>	
3. USE Provide government insight into facility and equipment issues, open actions, coordination with other organizations.						
4. DATE			5. ORGANIZATION			
7. INTERRELATIONSHIP Coordinate Part 2, schedule to provide data for montly financial review.					6. REFERENCES <b>SOW 5.0, 5.1.6</b>	
8. PREPARATION INFORMATION						
8.1 SCOPE: The scope includes all facilities and systems for which the CAPPs contractor is assigned responsibility.						
8.2 APPLICABLE DOCUMENTS: N/A						
8.3 CONTENTS:						
Part 1: Daily/Weekly Report: As a minimum reporting requirements: 1. Personnel or equipment mishaps or close calls, 2. Equipment failures that impacted operations, 3. Reprioritized work to prevent impact to operations, 4. Out of specification conditions (particle count, temperature, humidity, etc.) that were of sufficient duration that could affect operations per Section 5.1.8, 5. Facility evacuation, 6. Notification of no anomalies if none have occurred.						
Part 2: GSE, Facilities, and Checkout Systems Performance-to-plan: Report recent anomalies, upcoming customer support operations, maintenance issues, budget status, new development, modification activities, and special topics requested by the government..						
8.4 FORMAT:						
Part 1: Daily/Weekly Report shall be e-mailed to distribution as a Word document.						
Part 2: Format to be decided by contractor and government personnel at the meetings.						
8.5 MAINTENANCE: N/A						