



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
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WASHINGTON DC 20350-1000

SEP 25 2000

MEMORANDUM FOR PROGRAM EXECUTIVE OFFICERS
DIRECT REPORTING PROGRAM MANAGERS
COMMANDERS OF THE SYSTEMS COMMANDS

Subj: AUTOMATED CONTRACTOR PERFORMANCE ASSESSMENT REPORTING
SYSTEM (CPARS)

Ref: (a) ASN (RD&A) memorandum of March 20, 2000
(b) Department of the Navy Contractor Performance
Assessment Reporting System Guide (January 2000)

Reference (a) forwarded the revised DoN CPARS Guide, reference (b), for implementation. Reference (a) also made use of the CPARS Automated Information System (AIS) mandatory for report completion for all eligible contracts.

I also noted in reference (a) that there are areas of reporting which need further improvement. A recent comparison of CPARS eligible contract actions in the Procurement Management Reporting System (PMRS) against report cards (in process or complete) in the CPARS AIS shows that there is still, for some commands, substantial improvement required in reporting compliance.

Request you register the remaining eligible contracting actions in the CPARS AIS within 30 days and then commence report card preparation per guidance in reference (b).

The ASN(RD&A) point of contact for this issue is Mr. William McAninch, (703) 602-2390.

A handwritten signature in black ink, appearing to read "H. Lee Buchanan".

H. Lee Buchanan

Copy to:
SYSCOM Contracts Heads