



OFFICE OF THE SECRETARY OF DEFENSE
1000 DEFENSE PENTAGON
WASHINGTON, DC 20301-1000

JUL 9 2009

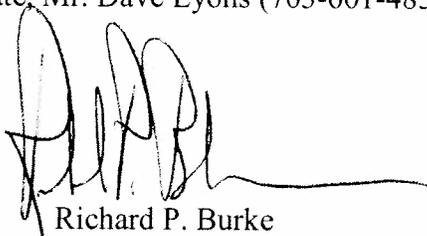
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Approval and Implementation of the Contractor Business Data Report (CBDR)

I am pleased to announce that the new Contractor Business Data Report (CBDR) has been approved for implementation. The CBDR will provide much needed data to facilitate and enhance DoD's capability to perform indirect cost analyses on ACAT I programs and contracts. The principal CBDR documents are the DD Form 1921-3 and the data item description (DID), DI-FNCL-81765, which were approved for publication on April 1, 2009 and April 2, 2009, respectively. The form can be found at the WHS site (<http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2200.html>); the DID can be found at the Assist database (http://assist.daps.dla.mil/quicksearch/basic_profile.cfm?ident_number=276598).

Effective immediately, this report is an annual requirement for all contractor and subcontractor business units with active requirements for Contractor Cost Data Reporting (CCDR) submissions. The Defense Cost and Resource Center (DCARC) is currently working with the Defense Contract Management Agency (DCMA) to modify existing contracts to incorporate the new CBDR requirement within the next two months. Initial reporting will be required within 60 days after the contract modification date with the effective date of this initial report being the end of the contractor's 2008 fiscal year. Annual reports will be required thereafter, due 60 days following the end of each contractor's fiscal year. Effective immediately the CBDR must be included on all Cost and Software Data Reporting (CSDR) Plans (DD Form 2794) and in new contracts containing CCDR requirements for which RFPs release dates are later than April 2, 2009. The CSDR Plan Instructions have been revised to add the required 1921-3 language and are now available on the DCARC web site.

At this time I would also like to extend a special thank you to the CSDR focus group in general and, more particularly, to its volunteer CBDR working group for their diligent and persistent efforts in developing the report. Please refer any questions you may have about the new report to my focal point, Mr. Mike Augustus (703-601-4850 x152; Mike.Augustus@osd.mil) or his alternate, Mr. Dave Lyons (703-601-4850 x160; David.Lyons@osd.mil).



Richard P. Burke
Acting Deputy Director
Cost Assessment



DISTRIBUTION:

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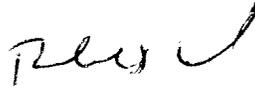
July 9, 2009

MEMO FOR Richard P. Burke

SUBJECT: Approval and Implementation of the Contractor Business Data Report, 1921-3

Attached is the memorandum announcing the Approval and Implementation of the Contractor Business Data Report (CBDR). The memo provides the web address for both the form and the required Data Item Description (DID), and effective date of the reports.

I request your signature on the attached memorandum.



Ronald D. Lile
Director
Defense Cost and Resource Center