

DOD PROPERTY IN THE CUSTODY OF CONTRACTORS

(DFARS 245.505-14)

(See instructions on reverse before completing form)

REPORT AS OF
30 SEP 19____
OR -- --

*Form Approved
OMB No. 0704-0246
Expires Dec 13, 1996*
REPORT CONTROL SYMBOL

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collected information, including suggestions for reducing this burden, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0246) Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO EITHER OF THESE ADDRESSES.
RETURN COMPLETED FORM TO THE ADDRESS IN ITEM 1.**

1. TO <i>(Enter name and address of property administrator)</i>	2. FROM <i>(Enter full name, address and CAGE code of contractor)</i>
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3. IF GOVERNMENT - OWNED, CONTRACTOR - OPERATED PLANT, ENTER GOVERNMENT NAME OF PLANT

4. CONTRACT NO. <i>(PINN)</i>	5. CONTRACT PURPOSE	6. BUSINESS TYPE <i>(L, S, or M)</i>	7. OFFICIAL NAME OF PARENT COMPANY
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8. PROPERTY LOCATION(S)	9. PLANT EQUIPMENT PACKAGE <i>(PEP No. and use)</i>
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a. PROPERTY <i>(Type or Account)</i>	b. BALANCE AT BEGINNING OF PERIOD		c. ADDITIONS <i>(in dollars)</i>	d. DELETIONS <i>(in dollars)</i>	e. BALANCE END OF PERIOD	
	(1) Acquisition Cost <i>(in dollars)</i>	(2) Quantity <i>(in units or acres)</i>			(1) Acquisition Cost <i>(in dollars)</i>	(2) Quantity <i>(in units or acres)</i>
10. LAND						
11. OTHER REAL PROPERTY						
12. OTHER PLANT EQUIPMENT						
13. INDUSTRIAL PLANT EQUIPMENT						
14. SPECIAL TEST EQUIPMENT						
15. SPECIAL TOOLING <i>(Government Title Only)</i>						
16. MILITARY PROPERTY <i>(Agency - Peculiar)</i>						
17. GOVERNMENT MATERIAL <i>(Government - Furnished)</i>						
18. GOVERNMENT MATERIAL <i>(Contractor - Acquired)</i>						

19. CONTRACTOR REPRESENTATIVE		
a. TYPED NAME <i>(Last, First, Middle Initial)</i>	b. SIGNATURE	c. DATE SIGNED <i>(YYMMDD)</i>

20. DOD PROPERTY REPRESENTATIVE			
a. TYPED NAME <i>(Last, First, Middle Initial)</i>	c. SIGNATURE	d. DATE SIGNED <i>(YYMMDD)</i>	
b. TELEPHONE NUMBER <i>(Commercial and DSN)</i>			

REPORTING INSTRUCTIONS

General. The prime contractor shall report all DoD property (as indicated) in its custody or in that part of its subcontractors as of September 30 to the Government Property Representative by October 31 of each year. Report zero balances on contracts accountable for DoD property when they close.

REPORT AS OF 30 SEP 19 . Fill in the appropriate year (for other date).

ITEM 1 - TO Enter the name of the Government Property Representative, the Contract Administration Office or other office the Government Property Representative works for, and the full mailing address (including City, State, and ZIP + 4).

ITEM 2 - FROM. Enter the full name and address of the reporting contractor with the Division name stated after the Corporate name. Use the name as it appears on the contract but omit articles and insert spaces between company names that are made up of letters like B D M International Inc., for example. Also enter the Commercial and Government Entity. (CAGE) Code.

ITEM 3 - Enter the Government name of the plant if the plant is Government - owned and Contractor - operated. Leave blank if it is a contractor - owned plant.

ITEM 4 - CONTRACT NO. (PIIN). Enter the 13-digit contract number or Procurement instrument identification Number (PIIN) under which the Government property is accountable. Use format XXXXXX-XX-X-XXXX.

ITEM 5 - CONTRACT PURPOSE. Enter one of the following 1-character alphabetic codes to identify the general purposes of the contract:

- a. RDT&E
- b. Supplies and Equipment (deliverable end items)
- c. Facilities Contract
- d. Lease of facilities by the contractor
- e. Maintenance, Repair, Modification, or Rebuilding of Equipment
- f. Operation of a Government - Owned Plant or facilities including test sites, ranges, installations
- g. Service contract performed primarily on Military Installations, test facilities, ranges or sites
- h. Contract for storage of Government Property
- i. Others

ITEM 6 - TYPE OF BUSINESS. Enter a 1-character alphabetic code indicating the type of business concern:

L = Large S = Small N = Non-profit

(See FAR Part 19 for definition of Small Business and FAR 31.701 for definition of Non-profit Organizations)

ITEM 7 - Enter the name of the Parent Corporation of the Reporting Contractor. The Parent Corporation is one in which common stock has been used whether or not the stock is publicly traded and which is not a subsidiary of another corporation.

ITEM 8 - PROPERTY LOCATION(S). Enter the primary location(s) of the property if it is located at site(s) other than that of the Reporting Contractor, e.g., location of subcontract property or property at alternate sites of the prime contractor. Location is the City, State and Zip or the Military installation or the Foreign site. Limit input to 69 characters. NOTE. Can be used as a "REMARKS" field.

ITEM 9 - PLANT EQUIPMENT PACKAGE Enter the Number and Use of a Plant Equipment Package (PEP) if one exists on this contract. Leave blank otherwise. Example: ARMY PEP #570 - 81 mm Shells.

ITEM 10 - 18.b.(1) - ACQUISITION COST (BALANCE AT THE BEGINNING OF THE FISCAL YEAR). Enter the acquisition cost for each type of property as defined in FAR 45.5 or DFARS 245.5. The amounts reported must agree with the amounts reported in the previous year for BALANCE AT END OF PERIOD.

ITEM 10, 12 - 16.b.(2) - QUANTITY (BALANCE AT BEGINNING OF THE FISCAL YEAR). Enter the quantity for all categories of Government property except for Other Real Property and Material on hand at the beginning of the fiscal year. The amounts reported must agree with the amounts reported in the previous year for BALANCE AT END OF PERIOD.

ITEMS 10 - 15.c. - ADDITIONS (in dollars). For the property categories indicated, enter the acquisition cost for the total additions to the contract from any source during the fiscal year. Do not enter for Government Material or Military Property.

ITEM 10 - 15.d. - DELETIONS (in dollars). For the property categories indicated, enter the acquisition cost for the total deletions from the contract during the fiscal year. Do not enter for Government Material or Military Property.

ITEMS 10 - 18.e.(1) - ACQUISITION COST (BALANCE AT THE END OF THE FISCAL YEAR). Enter the acquisition cost for each type of property as defined in FAR 45.5 or DFARS 245.5.

ITEMS 10, 12, - 16.e.(2) - QUANTITY (BALANCE AT END OF FISCAL YEAR). Enter the quantity for all categories of Government Property except for Other Real Property and Material on hand at the end of the fiscal year. These will be carried forward to reflect the balance at the beginning of the following year.

ITEM 19 - CONTRACTOR REPRESENTATIVE. Type the name of the contractor representative authorized by the property control system to sign this report. This will be the person certifying the report was prepared under DoD reporting requirements from records maintained by the contractor under FAR 45.5 & DFARS 245.5. Date and signature of person indicated in item 19.a

ITEM 20 - DOD PROPERTY REPRESENTATIVE. Type the name of the DoD Property Administrator or other Authorized Property Representative, plus that individual's commercial area code and telephone number and AUTOVON number (if one exists). Signature and date.

NOTE TO CONTRACTOR: When reporting more than one contract from the same location and the same contractor, you may elect to fill out Data Elements 1, 3, 6, 7, and 19 only once as long as each form can be readily identified if any form becomes separated from the others. The certification in such cases will apply to all forms submitted whether or not each form is individually signed.