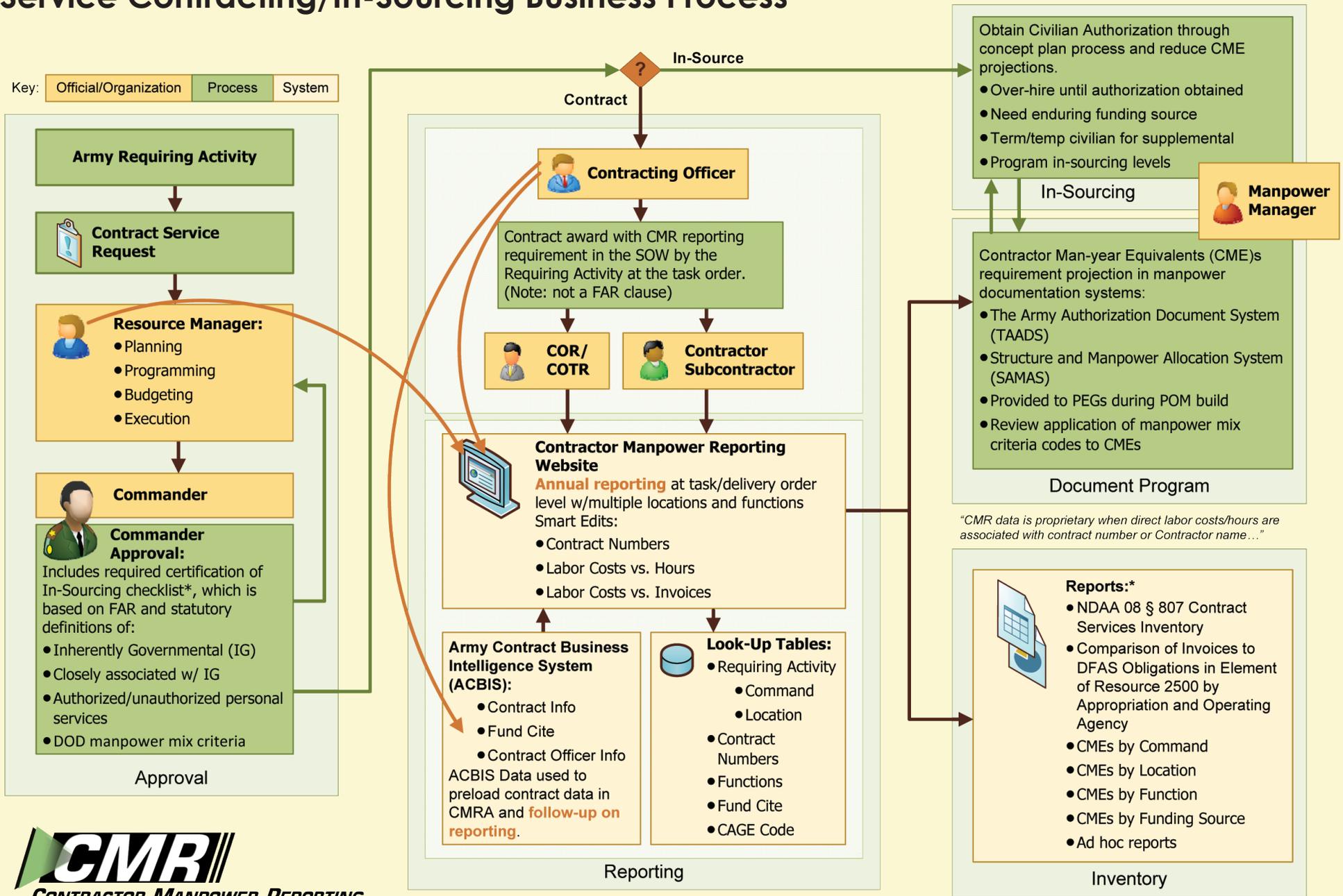


# Service Contracting/In-Sourcing Business Process



**Contract Services** are identifiable tasks to be performed, rather than the delivery of an end item of supply. All contract services must be reported in CMR except vertical construction, foreign military sales and utilities;

- Includes base and supplemental funding sources
- Includes direct and reimbursable appropriations
- Includes functions performed by DOD civilian employees since January 1998

**Requiring Activity** is the organization that would perform the mission if the mission were not performed by contract; the requiring activity is often different from the contracting activity; the organization administering the contract; or the organization funding the contract.

**Contractor Man-year Equivalents (CMEs)** are the number of direct labor hours reported in CMR divided by a 2087 hour work year.

**CMRA Data** (Red text indicates unique to CMRA)

**Contract Data**

- Contracting activity
- Contract officer contact information
- Contract number
- Task | Delivery order
- Total amount invoiced
- **Requiring activity**
- FPDS-NG data for NDAA 08 § 807

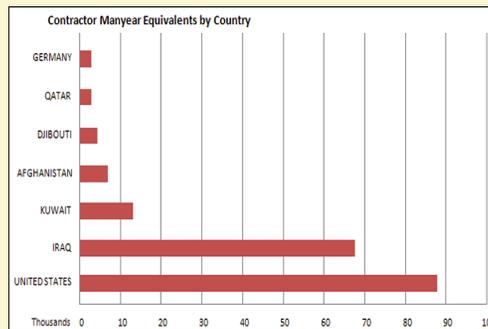
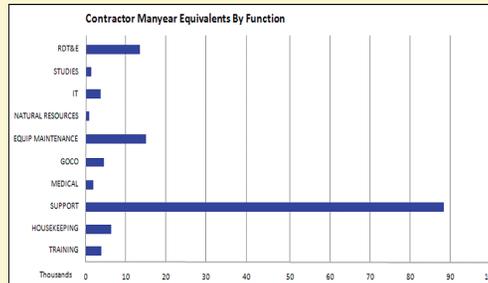
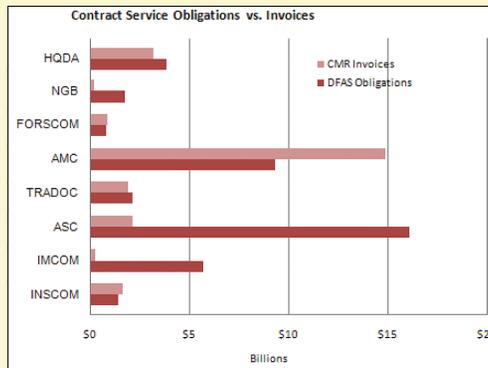
**Services Data**

- Contractor contact information
- **Actual direct labor dollars**
- **Actual direct labor hours**
- **Federal service code**
- **Location where services performed**
- **Reporting period**
- **Personal services authorizing statute**
- **Government furnished equipment**
- **Government provided facility**
- **Government supervision / control**

**Funding Source Data**

- Funding year
- Operating agency
- Appropriation
- Department
- Army program element (APE)\*
- Element of resource (EOR)\*

\*Fund cite format does not facilitate auto extraction of APE and EOR



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Army FY2007 Report of Contracts for Services

<http://www.asamra.army.mil/ref.htm>

Contractor Manpower Reporting Application

<https://cmra.army.mil>

Army In-Sourcing Policy

<http://www.asamra.army.mil/insourcing>

The CMR business process captures information on funding source, contracting vehicle, organization supported, mission and function performed, and labor hours and costs for contracted efforts. It enables the Army to:

- Fully understand the total Army workforce
- Provide better oversight of the workforce
- Ensure Army receives full value from contractor workforce
- Better account for total Army workforce

**Statutory Requirement**

CMR fulfills Title 10 U.S.C. § 2330a as amended by § 807 of National Defense Authorization Act for Fiscal Year 2008 (NDAA 08 § 807) which requires an annual inventory of service contracts. In addition, activities on the inventory must be reviewed for inherently governmental functions; closely associated with inherently governmental functions; authorized and unauthorized personal services; and potential for in-sourcing. 10 U.S.C. § 2463 requires USD(P&R) to issue guidelines ensuring consideration be given to in-sourcing functions using the inventories required by section 807.

**Results as of December 2008**

- To date 1,164 closely associated with inherently governmental positions have been in-sourced at an average savings of \$53M per year totaling \$312M over the program years.
- Contractor Manpower Reporting started in Fiscal Year 2005 [FY 05]; in FY 07, 70% of Army contract services were reported in CMR based on a comparison with service contract obligations in the Defense Finance & Accounting System (DFAS).