Data Entry – Claims and Equitable Adjustments

Reference Guide

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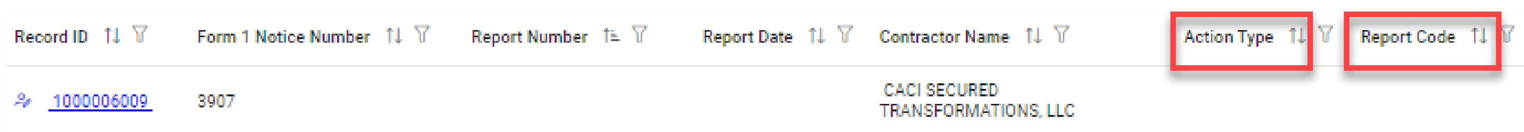
This guide provides an overview of how AT-AT users can **Edit** a **C - Claims and Equitable Adjustment** Record in the **Contract Audit Tracking and Action Tool (AT-AT)** application that was created and assigned to them by the AT-AT Monitor.

Log in to PIEE and access the AT-AT application. In the AT-AT application go to the AT-AT Dashboard and locate the '**My Work**' section. Only records assigned to the user may be edited by that user. To edit a Record, locate the '**Edit Record**' icon directly next to the Record ID number. Click the icon to enter the record.

AT-AT – Contracting Officers have access to the "My Work" table on the dashboard; sort the columns by Report Code by "C" to help filter the assigned records.



For **AT-AT - Monitors** or **AT-AT - Region HQ Monitors** looking for a C – Claims and Equitable Adjustment Record, use the [Search Functionality](#).

To edit as a **AT-AT Monitor** or **Region/HQ Monitor**, search for a record within your DoDAAC (as a Region/HQ Monitor it will be within span of control of the registered Group/DoDAAC).

Click the Record ID Hyperlink to open the record in view only from Search Results

The record displays; click the "Assigned to Self' button at the bottom of the page. The record is available to be opened from the My Work Dashboard.

</td></tr>
</table>

Record Header

The AT-AT Record Header information is available at the top of the Edit screen.

Records open on the tab associated with its current pipeline position. All tabs are accessible during the data entry process. Continue with the training or select a tab link below to skip ahead.

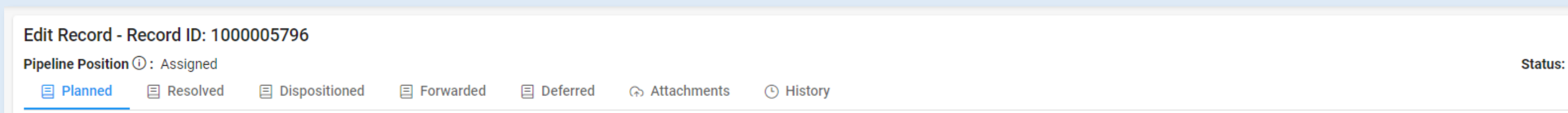
*EXAMPLE: A Record in the **Resolved** pipeline will open to the **Resolved** tab.*

Data Entry Header Tabs

- Planned
- Resolved
- Dispositioned
- Forwarded
- Deferred
- History

Record Information:

- Record ID
- Pipeline Position
- Status
- Overage Status



NOTE: "Overage Status" information tracks the records' age and displays when the record has a DCAA Audit Report Number.

NOTE: "Status" tracks the records status for reporting purposes. For more information refer to the "Additional Field Information" section below.

Planned Tab

The Planned tab displays when the record is in the **Planned Pipeline** and the **Target Resolution Date** and **Target Disposition Date** fields have values. The Claims and Equitable Adjustments Edit Record screen displays and information for the record is entered below. All tabs are accessible throughout the review process and not all fields display; changing the answers may change the displayed fields.

*NOTE: To save current work click the "**Submit**" button. The record **does not** progress through the workflow until certain fields have been entered. For more information see the sections "Moving On' below.*

Record Return

If a Record requires changes from the AT-AT - Monitor, return it by moving it back to the **Assigned** pipeline position.

To return the record, under the **Record Details** section remove the date(s) from the **Target Resolution Date**, **Target Disposition Date**, and **Actual Resolution Date** fields if entered and click the Submit button.

NOTE: A user may need to search for another record to assist with data entry

Section Name: Contractor Profile

- Contractor Name
- CAGE Code
- DUNS
- UEI
- City
- State

Buttons:

- Edit Contractor

Editing the Assigned Contractor

Review the information for the currently assigned Contractor and update, if necessary.

Sub-Pop-up Page Name: Record Edit - Contractor Search

Enter Contractor Search Criteria

- Contractor Name (***parameters: Contain / Equals To / Starts With***)
- Contractor Cage (***parameters: Contain / Equals To / Starts With***)

Search Results

Sub-Pop-up Page Name: Record Edit – Select Contractor

Table Name: Choose a Contractor from Search Results

- Contractor Name
- CAGE
- DUNS
- UEI

Buttons:

- Back
- X (***Close***)

Click the **Contractor Name** hyperlink to choose a new contractor.

Data Entry Fields

Section Name: Record Type

- Agency/Organization Issuing Report * (***options: DCAA / DCMA / Host Nation / Third Party / Other***)
- Report Type * (***options: Audit / Report / Memo / DCMA Other / Other***)
- Report Code * (***options: Select / B – Business Systems / C – Claims and Equitable Adjustments / D – Post Award / E – CAS and DS / F – Operation Audits and Operation Audit Follow-Up / G – Incurred Costs and Settlement of Final Indirect Cost Rates / H – Pre-Award Contract / I – Other / J – Terminations / K – Earned VM System***) (***Users must select Report Code "C" for a Claims and Equitable Adjustment Record***)
- Status (***Field displays if 'DCAA Audit Report Number' is populated***)
- Report Number (***Field displays if 'Agency/Organization Issuing Report' is not "DCAA" or "Third-Party"***)
- DCAA Audit Report Number * (***Field displays when "DCAA" or "Third Party" is selected in the 'Agency/Organization Issuing Report' field***)
- Memo Number * (Field displays when "***Memo***" is selected in the '***Report Type'*** field)
- Report Class * (**options: *Select* / Reportable / Non-Reportable**) (***Field displays when "DCAA" or "Third Party" is selected in the 'Agency/Organization Issuing Report' field and Report Type "Audit" is selected in the 'Report Type' Field***)

Section Name: Record Issuer Point of Contact Information

- Issuer First Name *
- Issuer Last Name *
- Issuer Email *
- Issuer Address *
- Issuer Phone *
- DCAA FAO code * (***Field displays when "DCAA" or "Third Party" is the selected Organization in the 'Agency/Organization Issuing Report' field***)

Section Name: Record Details

- Action/Report Title
- Report Date *

	- Original Audit Report Date (***Field displays if 'DCAA Audit Report Number' has an "S#" at the end - indicating it's a supplemental audit***) - Date Report Received * - Questioned Costs? * (***options: Yes / No***) (***Fields display when "Yes" is selected in the 'Questioned Costs' field***) - Total Questioned Costs * - Updated Total Questioned Costs * - Questioned Costs Subject to Penalty? * (***options: Yes / No***) (***Field displays when "Yes" is selected in the 'Questioned Costs Subject to Penalty?' field***) - Questioned Costs Subject to Penalty Amount * - Qualifications * (***options: Yes / No***) (***Field displays when either "DCAA" or "Third Party" is selected in the 'Agency/Organization Issuing Report' field***) - Audit Opinion (***options: Qualified / Unqualified / Disclaimed / Adverse / Not Applicable / Other) (Audit Opinion options vary depending on the Report Code selected***) - Contract Number Associated with This Record? (***options: Yes / No / Not Applicable***) - Action Type * (***options: CAS / CBS / FICR / Sub-Record / Form 1 / Terminations / Other (i.e., Defective Pricing, External Restructuring, etc.)***) (***Users must select Action Type "Other" for a Claims and Equitable Adjustments Record***) - Reason Code - Target Resolution Date (***Fields display when a date is entered in the 'Report Date' field***) (***Field is read only and can only be edited by Region/HQ or AT-AT Monitor***) - Revised Target Resolution Date * (***Field is optional until the Target Resolution Date has passed and there is no Actual Resolution Date entered***) - Target Disposition Date (***Field is read only and can only be edited by Region/HQ or AT-AT Monitor***) - Revised Target Disposition Date * (***Field is optional until the Target Disposition Date has passed and there is no Actual Disposition Date entered***)

Section Name: Record Specifications

(*Fields display when "Yes" is selected in the 'Contract Number Associated with This Record' field*)
- **Contract Number Type (***options: DoD Contract (FAR) / Other***) ***
- **Contract Number ***
- **Delivery Order**

Section Name: Management Review and Concurrence Fields

- **Management Review and Concurrence of Resolution and Disposition Documents Required? (***Auto populates and read-only "Yes"***)**
- **Date Resolution Documents Submitted for Management Review and Concurrence ***
- **Date Resolution Management Review and Concurrence Completed ***

Section Name: Legal Review Fields

- **Legal Review Required for Resolution Documents * (***options: Yes / No***)**
  (*Fields display when "Yes" is selected in the 'Legal Review of Resolution Documents Required/Requested' field*)
  - **Resolution Documents Submitted for Legal Review Date ***
  - **Date Legal Review of Resolution Documents Completed ***

Other Record Details

Section Name: Board of Review Fields

- **Board of Review Required/Requested (***options: Yes / No / Not Applicable***)**
  (*Field displays when "Yes" is selected in the 'Board of Review Required/Requested' field*)
  - **Board of Review Request Date**
  - **Board of Review Held? (***options: Yes / No / Not Applicable***)**
    (*Fields display when "Yes" is selected in the 'Board of Review Held' field*)
    - **Board of Review Date**
    (*Fields display when "No" is selected in the 'Board of Review Held' field*)
    - **Board of Review Waiver (***options: Yes / No / Not Applicable***)**
      (*Field displays when "Yes" in the 'Board of Review Waiver' field*)
      - **Board of Review Waiver Date**

Section Name: Actual Resolution Fields

- **Actual Resolution Date**

Section Name: Tolling Agreement Fields

- **Tolling Agreement in Place * (**options: Yes / No**)**
  - **Tolling Agreement Expiration Date * (**Field displays when "Yes" is selected in the 'Tolling Agreement in Place' field**)**

- **Unresolved Costs? * (**options: Yes / No**)**

  (Field displays when "Yes" is selected in the 'Unresolved Costs' field**)**
  - **Amount of Unresolved Costs ***

Section Name: Record to Contracting Officer

- **Assignment Comments**
- **Contracting Officer Name**
- **Contracting Officer Email**
- **Contracting Officer Phone**
- **Contracting Officer DoDAAC**
- **Contracting Office**
- **Assigner Email**
- **Assigner Name**

Remarks

- **Remarks (**One field across all tabs**)**

Moving On

Click the Submit button to save/submit all edits made on the record. Otherwise, continue on by selecting the appropriate tab located in the record header. Moving the record through the pipeline positions requires specific fields to be entered; for more information refer to the "How to Move from Planned to" section below.

How to Move from Planned to

Resolved Pipeline Position

Under the Tolling Agreement Fields section enter the date into the Actual Resolution Date field and click the Submit button.

Back to Assigned Pipeline Position

Under the Record Details section remove the date(s) from the Target Resolution Date, Target Disposition Date, and Actual Resolution Date fields if entered and click the Submit button.

Deferred Pipeline Position

Under the Record Details section in the Deferred tab enter the response into the In Litigation/Criminal Investigation Involvement field and click the Submit button.

Resolved Tab	The Resolved tab displays when the record is in the **Resolved Pipeline** and the **Actual Resolution Date** field has a value. The Claims and Equitable Adjustment Edit Record screen displays and information for the record is entered below. All tabs are accessible throughout the review process and not all fields display; changing the answers may change the displayed fields.

*NOTE: To save current work, click the “**Submit**” button. The record **does not** progress through the workflow until certain fields have been entered. For more information see the section “Moving On” below.*

Data Entry Fields Section Name: Other Record Details

Section Name: Negotiation Fields

- Negotiation Held? * (***options: Yes / No / Not Applicable***)
  (***Fields display when “Yes” is selected***

	in the 'Negotiation Held' field) ○ Negotiation Commenced Date * ○ Negotiation Completed Date * *Section Name: Board of Review Fields* • Board of Review Required/Requested (***options: Yes / No / Not Applicable***) (***Field displays when "Yes" is selected in the 'Board of Review Require***

	d/Requested' field) ◦ Board of Review Request Date ◦ Board of Review Held? (*options: Yes / No / Not Applicable*) (*Field displays when 'Yes*

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	- CO Reached an Agreement * (***Field displays when "No" is selected in the 'CO Reached an Agreement' field***) - CO Issued Demand for Pa

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	(***Field displays when "Yes" is selected in the 'CO Reached an Agreement' field***) ◦ Date Settlement Agreement Signed * • Total Questioned

	Costs Sustained • Total Questioned Costs Sustained Category (***options: Questioned Costs Sustained / Potential Costs Avoidance Sustained / Recommended Price Adjustment Sustained***) • Percentage of Questioned Costs Sustained (***Answer is auto populated and based off the answer entered in the 'Total Questioned Costs Sustained' field***) • Penalty Assessed (***options: Yes / No***) (***Field displays when "Yes" is selected in the 'Penalty Amount' field***)

	○ Penalty Amount • Is Interest Applicable? (***options: Yes / No / Not Applicable***) (***Field displays when "Yes" is selected in the 'Is Interest Applicable' field***) ○ Interest *Section Name: Decision/Determination Documents Fields* • Date Decision/Determination Documents Submitted for Legal Review *

	• Date legal Review of Decision/Determination Documents Completed * • Date Decision/Determination Documents Submitted for Management Review and Concurrence * • Date Management Review and Concurrence of Decision/Determination Documents Completed * *Section Name: Disposition Document Fields* • Legal Review Required for Disposition Documents * (***options: Yes / No***) (***Fields display***

	when "Yes" is selected in the 'Legal Review Required for Disposition Documents' field) ○ Disposition Documents Submitted for Legal Review Date * ○ Date Legal Review of Disposition Documents Comp

leted *

- Date Disposition Documents Submitted for Management Review and Concurrence
- Date Disposition Management Review and Concurrence Completed

Section Name: Actual Disposition Fields

(***Field displays when a past or present date is entered in the 'Actual Resolution Date' field***)

- Actual Disposition Date

Remarks

- Remarks (***One field across all tabs***)

Moving On

Click the **Submit** button to save/submit all edits made on the record. Otherwise, continue on by selecting the appropriate tab located in the record header. Moving the record through the pipeline positions requires specific fields to be entered; for more information refer to the "**How to Move from Resolved to**" section below.

How to Move from Resolved to

Dispositioned Pipeline Position

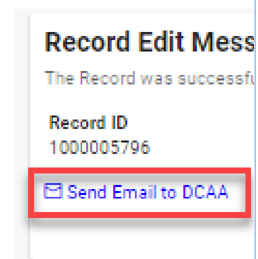
	Under the **Disposition Document Fields** section enter the date into the **Disposition Date** field and click the **Submit** button. *Back to Planned Pipeline Position* Under the **Tolling Agreement Fields** section remove the date from the **Actual Resolution Date** field and click the **Submit** button. *Deferred Pipeline Position* Under the **Record Details** section in the **Deferred** tab enter the response into the **In Litigation/Criminal Investigation Involvement** field and click the **Submit** button.

Dispositioned Tab	The Dispositioned tab displays when the record is in the **Dispositioned Pipeline** and the **Disposition Date** field has values. The Claims and Equitable Adjustment Edit Record screen displays and information for the record is entered below. All tabs are accessible throughout the review process and not all fields display; changing the answers may change the displayed fields. *NOTE: To save current work click the "**Submit**" button. The record **does not** progress through the workflow until certain fields have*

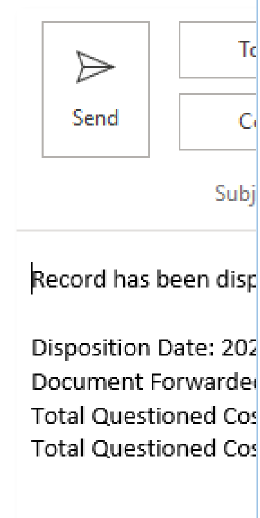
	been entered. For more information see the sections "Moving On' below. *Section Name: Record Details* • Date COFD Issued to Contractor (***Field displays when a date is entered into the 'Disposition Date' field***) ○ Document Forward Date *Remarks* • Remarks (***One field across all tabs***)

Email Notification to DCAA

If “**DCAA**” or “**Third Party**” is selected in the **Agency/Organization Issuing Report** field and the **Document Forward Date** is entered, then an email must be sent to DCAA. After clicking “**Submit**” a “**Send Email to DCAA**” link appears on the success page.



Click the link and an email will auto populate addressed to the appropriate DCAA contact, which is based on the **DCAA FAO Code** entered. The email alerts the contact that the record has been dispositioned and will include the **DCAA Audit Report Number** and **Record ID** in the subject line and the **Dispositioned Date**, **Document Forward Date**, **Total Questioned Costs**, and **Total Questioned Costs Sustained** in the body.



Moving On

Click the **Submit** button to save/submit all edits made on the record. Otherwise, continue on by selecting the appropriate tab located in the record header. Moving the record through the pipeline positions requires specific fields to be entered; for more information refer to the **"How to Move from Dispositioned to"** section below.

How to Move from Dispositioned to

	Forwarded Pipeline Position Under the **Record Details** section enter the date into the **Document Forward Date** field and click the **Submit** button. *Back to Resolved Pipeline Position* Under the **Disposition Document Fields** section remove the date from the **Disposition Date** field and click the **Submit** button. *Deferred Pipeline Position* Under the **Record Details** section in the **Deferred** tab enter the response into the **In Litigation/Criminal Investigation Involvement** field

	and click the **Submit** button.
Forwarded Tab	The Forwarded tab displays when the record is in the **Forwarded Pipeline** and the **Document Forward Date** field has a value. The Claims and Equitable Adjustment Edit Record screen displays and information for the record is entered below. All tabs are accessible throughout the review process and not all fields display; changing the answers may change the displayed fields. *NOTE: To save current work click the "**Submit**" button. The record **does not** progress*

	through the workflow until certain fields have been entered. For more information see the sections "Moving On' below. *Section Name: Record Details* • Method of Document Transmittal (***options: Email / Fax / Automatically sent by system***) (***Field displays when the "Document Forward Date" is entered***) ○ All CO Actions Completed

Remarks

- Remarks (***One field across all tabs***)

Moving On

Click the **Submit** button to save/submit all edits made on the record. Otherwise, continue on by selecting the appropriate tab located in the record header. Moving the record through the pipeline positions requires specific fields to be entered; for more information refer to the **"How to Move from Forwarded to"** section below.

	How to Move from Forwarded to *Closed Pipeline Position* Under the **Record Fields** section enter “Yes” into the **All CO Actions Completed**? field and click the **Submit** button. *Back to Disposition Pipeline Position* Under the **Record Details** section remove the date from the **Document Forward Date** field and click the **Submit** button.
Deferred Tab	The Deferred tab displays when the record is in the **Deferred Pipeline** and the **In**

	Litigation/Criminal Investigation Involvement field has a value. The Claims and Equitable Adjustment Edit Record screen displays and information for the record is entered below. All tabs are accessible throughout the review process and not all fields display; changing the answers may change the displayed fields. *NOTE: To save current work click the "**Submit**" button. The record **does not** progress through the workflow until certain fields have been entered. For more information*

	see the sections "Moving On' below. *Section Name: Record Details* • In Litigation * (***options: Yes / No***) (***Field displays when "Yes" is selected in the 'In Litigation' field***) ○ Docket Number * • Criminal Investigation Involvement * (***options: Yes / No***) (***Field displays when "Yes" is selected in the 'Criminal Investigation Involve***

	ment' field or "Yes" in the 'In Litigation' field) - Deferred Status Date * (***…***)

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	Section Name: Reopen Details (***Section displays when the record is reopened***) • Record Reopened Due to Appeal (***options: Yes / No***) (***Field displays when "Yes" is selected in the 'Record Reopened Due to Appeal' field***) ○ Appealed

	Amount Recovered/Sustained (***Field displays when "No" is selected in the 'Record Reopened Due to Appeal' field***) ○ Other Reason Record Reopened* *Remarks* • Remarks (***One field across all tabs***)

Moving On

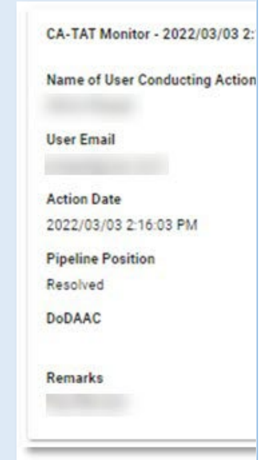
Click the **Submit** button to save/submit all edits made on the record. Otherwise, continue on by selecting the appropriate tab located in the record header. Moving the record through the pipeline positions requires specific fields to be entered; for more information refer to the **"How to Move from Deferred Back to"** section below.

How to Move from Deferred Back to

Planned Pipeline Position

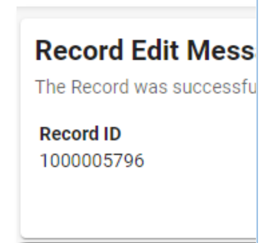
	Under the **Record Details** section enter the date into the **Deferred Status Removed Date** field and click the **Submit** button. *Resolved Pipeline Position* Under the **Record Details** section enter the date into the **Deferred Status Removed Date** field and click the **Submit** button. *Dispositioned Pipeline Position* Under the **Record Details** section enter the date into the **Deferred Status Removed Date** field and click the **Submit** button.
History Tab	The History tab displays all actions taken on the record, separated

	by role and action. Select the History tab to view previous actions on the record. The History tab updates on submit. **History tab entries:** • Name of User Conducting Action • User Title • User Email • User Commercial Telephone • User DSN Telephone • Action Date • Action • Pipeline Position • Report Number • DUNS • UEI • Remarks • Modifications



Once the user is finished within the History tab, they may either submit the record by selecting the "Submit" button at the bottom of the page or move back to any of the previous pages by selecting the tab; refer to the records pipeline position located within the header for a reference on which tab should be selected.

Record Submit	Selecting the **"Submit"** button, successfully, displays a success screen with the record information, useful for locating the record later for additional data entry. Submitting the document saves all edits. When the appropriate fields are filled out, the record is progressed to the next pipeline position. Refer to the **Moving On** sections for each pipeline tab for more information on the specific fields. The record is editable prior to **Closed**, if the record is closed it will need to be reopened for any additional edits to be made; refer to

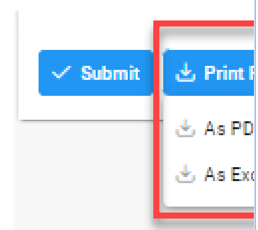
	the **Closed** section for more information. **Information provided on the Success screen:** • Record ID • Pipeline Position 
Closed	Once a record has been completed and all the necessary actions have been taken, the record must be closed. **Closing a Record** To close a record, return to the **Forwarded pipeline** and

	indicate **"Yes"** in the **All CO Actions Completed?** Field and click the Submit button. The **Record Closed Date** will auto populate with the current date, and the record will **Close**. **Closed** Records may be searched for and reopened within the next four years of the **"Record Closed Date"** value; otherwise, the record is moved to **"Archived"** and cannot be reopened. **Reopening a Record** For **AT-AT – Monitors**, **Regions/HQ**

Monitors, and **Contracting Officers** looking to reopen a record, use the search functionality to find the closed record. Click the Record ID number hyperlink to open the record.

Click the **Reopen and Assign to Self** button and a pop-up confirmation displays with the message, “Are you sure you want to reopen this record”? Select “Confirm” to proceed with the process. The record will be **Reopened,** and the **Edit Record** screen displays.

	The record status will update to "**Reopened**". **Reclose a Record** To close a reopened record, return to the **Forwarded pipeline** and indicate "**Yes**" in the **All CO Actions Completed?** field and click the **Submit** button. The **Record Closed Date** will auto populate with the current date, and the record will reclose. Reclosing a record restarts the four-year **Archive** timer.
Archived	Four years after the **Record Closed Date** has passed the record will automatically

	be archived by the system and the pipeline position updated to **Archived** from **Forwarded.** After being archived, the record is accessible to users as a “read-only” document and is no longer able to be reopened.
Additional Instructions	
Print Record	The [Print Records]() button allows the user to export a record in Excel or PDF format.  For additional information on Print, check the

	AT-AT WBT [General Function](#) page
Record Header	The **Status** field only displays for records that have a DCAA Audit Report Number. The **Status** reflects the age of the record and is auto calculated based on the scenarios outlined below. 1. The "Status" will reflect "OA" (Over Age) when: a. The "Target Resolution Date" ha

	s been missed (>-24:00 hours than today's 00:00 GMT); until the "Actual Resolution Da

	te" is populated, OR b. The "Target Disposition Date" has been dismissed (>-24:00 hours than

	today's 00:00 GMT); until the "Disposition Date" is populated or the action hits the six mo

	nths and one day mark. 2. The "Status" will reflect "OA 6" (Over Age Six Months) when the "Target Disposition Date" is missed by more than six months, until a. "Disposition Date"

	is populated, OR b. "Yes" is selected in the "All CO Actions Complete" data field. 3. The "Status" will reflect "OA 12" (Over Age

	Twelve Months) when the "Target Disposition Date" is missed by more than twelve months, until a. "Disposition Date" is populated, OR b. "Yes" is selected in the

	"All CO Actions Complete" data field. 4. The "Status" will reflect "OA 18" (Over Age Eighteen Months) when the "Target Disposition Date" is missed by more than eighteen months, until a. "Disposi

	tion Date" is populated, OR b. "Yes" is selected in the "All CO Actions Complete" data field.

	5. The “Status” will continue to track the "Target Disposition Date" at 6-month intervals (e.g. OA 24, OA 30, OA 36, etc.) until the a. "Disposition Date" is populated, OR b. "Yes" is sel

	ected in the "All CO Actions Complete" data field.
Dropdown Fields/Lists	• Reason Code ○ 01 – Fact-Finding/Preparing Official Records ○ 02 – Under

	Legal Review ◦ 03 – Under Management Review ◦ 04 – In Negotiations ◦ 05 – Issued a COFD ◦ 06 – Subject Action in Litigation/Investigation

- 07 – Segment Level Complete-Awaiting Flow Down Allocations
- 08 – Segment Level Complete-Flow Down Allocations in Litigation/In

	vestigation ◦ 09 – Indirect rates complete – Awaiting Direct Cost Settlement ◦ 10 – Resource Constraints ◦ 11 - Other
Additional Field Information	*Status* A record created manually or via the flat file upload the read-only "Status"

	field will be auto-populated on all standard Records and SubRecords. The "Status" values will be: “Less than 6 months”, “6 to 12 months”, “Over 12 months”, “Closed”, “Deferred Litigation”, or “Deferred Investigation” (designation depends on the following statements). Scenario 1: The record is not in a "Deferred Investigation", "Deferred Litigation", or "Closed" pipeline position. Then the read-only "Status" field will be auto-populated with an age category status and the age

	category status is calculated based on the "Report Date" field (“Less than 6 months”, “6 to 12 months”, “Over 12 months”) in comparison to the user's system date (current date). For example, Report Date is 09/1/2023 and today is 3/11/2024, the difference between the dates is 6 months and 11 days, so the status would show "6 to 12 months". Scenario 2: The record is in the Deferred pipeline position (designated by a date in the “Deferred Status Date” field, but not one in the “Deferred Status

	Removed Date" field). "Yes" is selected in the "In Litigation" field. Then the read-only "Status" field will be auto-populated with "Deferred Litigation" status. Scenario 3: The record is in the Deferred pipeline position (designated by a date in the "Deferred Status Date" field, but not one in the "Deferred Status Removed Date" field). "Yes" is selected in the "Criminal Investigation Involvement" field. Then the read-only "Status" field will be auto-populated with "Deferred

	Investigation" status. Scenario 4: "Record Closed Date" has been populated. Then the read-only "Status" field will be auto-populated with "Closed" status. --- *DCAA Audit Report Number* The following 5-digit activity codes located in the "DCAA Audit Report Number" after the letter (Positions 10-14; ex. 12345678S*11010*123) CAS and DS activity codes: "19100," "19200," "19403," "19404," "19407," "19408," "19409," "19410,"

	"19411," "19412," "19413," "19414," "19415," "19416," "19417," "19418," "19420," and "19500" The field allows for two formats: Format 1 (Old): Characters 1-4 (numeric) - DCAA FAO Code (e.g., 6311) Characters 5-8 (numeric) - Year (e.g., 2023) Character 9 (letter) - DCAA Office Team Code (e.g., K) Characters 10-14 (numeric) - Activity Code (e.g., 19500) Characters 15-17 (numeric) - Sequence (e.g., 005) Characters 18-19 (S#) -

	Supplemental Audit Indicator (e.g., S1) Characters 18-21 or Characters 20-23 (D#) - SubRecord Indicator (e.g., D999) NOTE: the DCAA Audit Report Number must meet this format; however, the Supplemental Audit Indicator (S#) and the SubRecord Indicator (D#) are not always necessary and are therefore optional when we run validation. Format 2 (New): Characters 1-4 (numeric) - Year (e.g., 2023) Characters 5-9 (numeric) - Activity Code (e.g., 19500)

	Characters 10-14 (numeric) - Sequence (e.g., 00005) Characters 15-16 (S#) - Supplemental Audit Indicator (e.g., S1) Characters 15-18 or Characters 17-20 (D#) - SubRecord Indicator (e.g., D999) NOTE: the DCAA Audit Report Number must meet this format; however, the Supplemental Audit Indicator (S#) and the SubRecord Indicator (D#) are not always necessary and are therefore optional when we run validation.

	Memo Number The field allows for two formats: Format 1 (Old): Characters 1-4 (numeric) - DCAA FAO Code (e.g., 6311) Characters 5-8 (numeric) - Year (e.g., 2023) Character 9 (letter) - DCAA Office Team Code (e.g., K) Characters 10-14 (numeric) - Activity Code (e.g., 19500) Characters 15-17 (numeric) - Sequence (e.g., 005) Format 2 (New): Characters 1-4 (numeric) - Year (e.g., 2023) Characters 5-9 (numeric) - Activity Code (e.g., 19500)

	Characters 10-14 (numeric) - Sequence (e.g., 00005) ______________ *Target Resolution Date* When 'Type of CAS' has "CAS Standard", or "Noncompliance" selected then the Target Resolution Date will auto-calculate on record creation 15 calendar days from the date entered into the "Date Report Received" field. OR When Type of CAS has "Initial DS", "Revised DS", or "Cost Impact" selected then the Target Resolution Date will auto-

	calculate on record creation six months from the date entered into the "Date Report Received" data field. --- *Target Disposition Date* The Target Disposition Date will auto-calculate on record creation 12 months from the date entered in the "Date Report Received" field.