



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

8112 8 2008

MEMORANDUM FOR DISTRIBUTION:

Subj: TERMINATION NOTIFICATION

Encl: (1) DPAP memo dated July 23, 2008  
(2) DFARS PGI 212.403  
(3) DFARS PGI 249.470

By enclosure (1), the Director of Defense Procurement, Acquisition Policy and Strategic Sourcing (DPAP) provided notification of the need for the Department of Defense to have a centralized knowledge of all contracts that have been terminated for cause pursuant to FAR Subpart 12.4 or terminated for default pursuant to FAR Subpart 49.4. Effective immediately, any contract terminated for cause or default, regardless of contract dollar value, must be reported to DPAP no later than 10 calendar days after issuing the notice of the termination. Accordingly, contracting activities shall report all such terminations to this office within 5 calendar days after issuing the notice of the termination. Enclosures (2) and (3) provide the required information for each reported action.

Changes to the status of a termination (e.g., a termination for cause or default is changed to a termination for convenience) must also be submitted to this office within 5 calendar days after the change. Termination reports and changes should be e-mailed to [RDAJ&As@navy.mil](mailto:RDAJ&As@navy.mil). The subject line of both the e-mail and the reports should include a standard subject line of T4D followed by the contract number ("T4D:N00001-08-C-0001").

Please address any reporting questions concerning this matter to Mr. Ronald Ostrom, (703) 693-4012, [ronald.ostrom@navy.mil](mailto:ronald.ostrom@navy.mil) and policy questions to Mr. Clarence Belton, (703) 693-4006, [clarence.belton@navy.mil](mailto:clarence.belton@navy.mil).

  
M. F. Laggard  
COS/Policy  
DASN (A&LM)

Distribution:  
See next page

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**OFFICE OF THE UNDER SECRETARY OF DEFENSE  
3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000**

**JUL 23 2008**

**ACQUISITION  
TECHNOLOGY  
AND LOGISTICS**

**MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
COMMANDER, UNITED STATES TRANSPORTATION  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
DEPUTY ASSISTANT SECRETARY OF THE ARMY  
(POLICY AND PROCUREMENT, ASA (ALT))  
DEPUTY ASSISTANT SECRETARY OF THE NAVY  
(ACQUISITION AND LOGISTICS MANAGEMENT), ASN  
(RDA)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE  
(CONTRACTING), SAF/AQC  
DIRECTORS, DEFENSE AGENCIES  
DIRECTORS, DOD FIELD ACTIVITIES**

**SUBJECT: Termination Notification**

Recent events have highlighted the need for the Department of Defense to have a centralized knowledge of all contracts that have been terminated for cause in accordance with FAR Subpart 12.4 or terminated for default in accordance with FAR Subpart 49.4. Therefore, I have implemented changes to the Procedures, Guidance and Information (PGI) of the Department of Defense FAR Supplement sections 212.4 and 249.470 effective immediately.

No later than 10 calendar days after issuing any notice of termination for cause or default, regardless of contract dollar value, the contracting officer shall report the termination through agency channels to the Director, Defense Procurement, Acquisition Policy and Strategic Sourcing, ATTN: OUSD(AT&L)DPAP(CPIC), 3060 Defense Pentagon, Washington, DC 20301-3060.

Information to be submitted shall include the following: contractor name, contractor Data Universal Numbering System (DUNS) number, contractor Commercial and Government Entity (CAGE) code, contractor address, contract number, general description of supply or service, Federal Supply Classification (FSC) code, reason for termination, estimated dollar value of contract, estimated dollar value of termination, contracting officer name, contracting officer address, contracting officer e-mail address, contracting officer phone number, and any other information that the contracting officer determines is relevant.

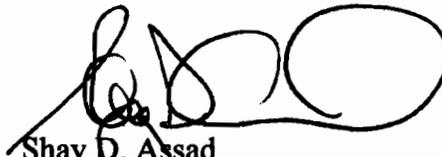


**ENCLOSURE(1)**

If the status of the termination changes, for example from a termination for cause or default to a termination for convenience, the status and information must be revised and submitted to the above address within 10 calendar days after the change. This revised information can be provided by either the contracting officer or the termination contracting officer.

The information will be available on the Past Performance Information Retrieval System (PPIRS) via login with password. This termination information is just one reference for source selection officials to use to determine contractor responsibility.

My point of contact for this memorandum is Ms Sandra K. Ross. She can be reached at 703-695-9774 or email [sandra.ross@osd.mil](mailto:sandra.ross@osd.mil).

A handwritten signature in black ink, appearing to read 'S. Assad', with a large circular flourish at the end.

Shay D. Assad  
Director, Defense Procurement,  
Acquisition Policy and  
Strategic Sourcing

# DFARS Procedures, Guidance, and Information

## PGI 212—Acquisition of Commercial Items

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*(Added July 22, 2008)*

### PGI 212.4—UNIQUE REQUIREMENTS REGARDING TERMS AND CONDITIONS FOR COMMERCIAL ITEMS

#### PGI 212.403 Termination.

(c) *Termination for cause.*

(i) No later than 10 calendar days after issuing any notice of termination for cause, regardless of contract dollar value, the contracting officer shall report the termination through agency channels to the Director, Defense Procurement, Acquisition Policy, and Strategic Sourcing, ATTN: OUSD(AT&L)DPAP(CPIC), 3060 Defense Pentagon, Washington, DC 20301-3060. Information to be submitted shall include the following:

- (A) Contractor name.
- (B) Contractor Data Universal Numbering System (DUNS) Number.
- (C) Contractor Commercial and Government Entity (CAGE) Code.
- (D) Contractor address.
- (E) Contract number.
- (F) General description of supply or service.
- (G) Federal Supply Classification (FSC) Code.
- (H) Reason for termination.
- (I) Estimated dollar value of contract.
- (J) Estimated dollar value of termination.
- (K) Contracting officer name.
- (L) Contracting officer address.
- (M) Contracting officer e-mail address.
- (N) Contracting officer phone number.
- (O) Any other information that the contracting officer determines is relevant.

## **DFARS Procedures, Guidance, and Information**

### **PGI 212—Acquisition of Commercial Items**

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(ii) If the status of the termination for cause changes, for example, from a termination for cause to a termination for convenience, the status and information must be revised and submitted to the address in paragraph (c)(i) of this section within 10 calendar days after the change. This revised information can be provided by either the contracting officer or the termination contracting officer.

# DFARS Procedures, Guidance, and Information

## PGI 249—Termination of Contracts

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*(Added July 22, 2008)*

### PGI 249.4—TERMINATION FOR DEFAULT

#### PGI 249.470 Reporting of termination for default.

(1) No later than 10 calendar days after issuing any notice of termination for default, regardless of contract dollar value, the contracting officer shall report the termination through agency channels to the Director, Defense Procurement, Acquisition Policy, and Strategic Sourcing, ATTN: OUSD(AT&L)DPAP(CPIC), 3060 Defense Pentagon, Washington, DC 20301-3060. Information to be submitted shall include the following:

- (i) Contractor name.
- (ii) Contractor Data Universal Numbering System (DUNS) Number.
- (iii) Contractor Commercial and Government Entity (CAGE) Code.
- (iv) Contractor address.
- (v) Contract number.
- (vi) General description of supply or service.
- (vii) Federal Supply Classification (FSC) Code.
- (viii) Reason for termination.
- (ix) Estimated dollar value of contract.
- (x) Estimated dollar value of termination.
- (xi) Contracting officer name.
- (xii) Contracting officer address.
- (xiii) Contracting officer e-mail address.
- (xiv) Contracting officer phone number.
- (xv) Any other information that the contracting officer determines is relevant.

(2) If the status of the termination for default changes, for example, from a termination for default to a termination for convenience, the status and information must be revised and

## **DFARS Procedures, Guidance, and Information**

### **PGI 249—Termination of Contracts**

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submitted to the address in paragraph (1) of this section within 10 calendar days after the change. This revised information can be provided by either the contracting officer or the termination contracting officer.