



COST ASSESSMENT DATA ENTERPRISE

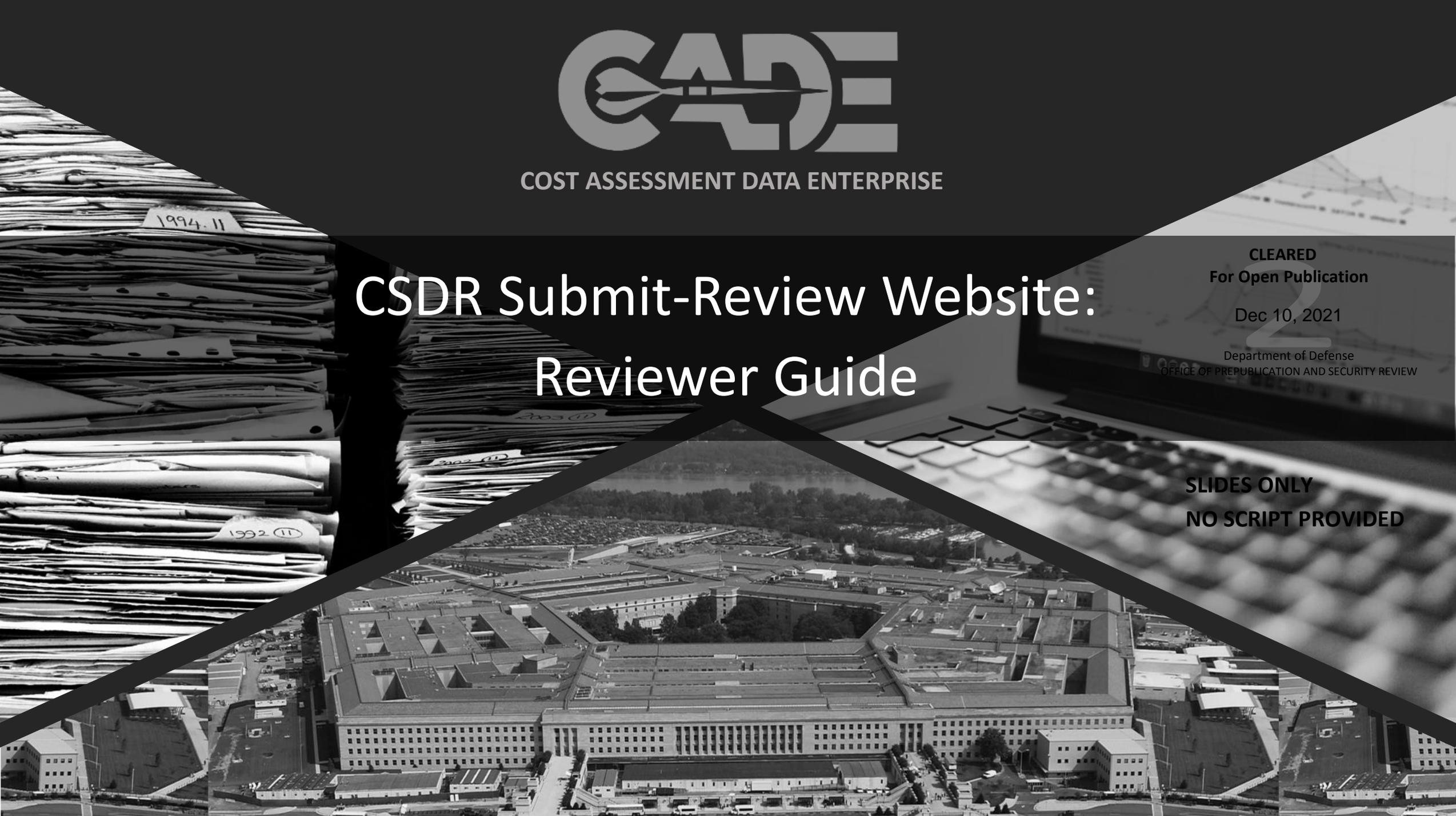
# CSDR Submit-Review Website: Reviewer Guide

CLEARED  
For Open Publication

Dec 10, 2021

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

SLIDES ONLY  
NO SCRIPT PROVIDED

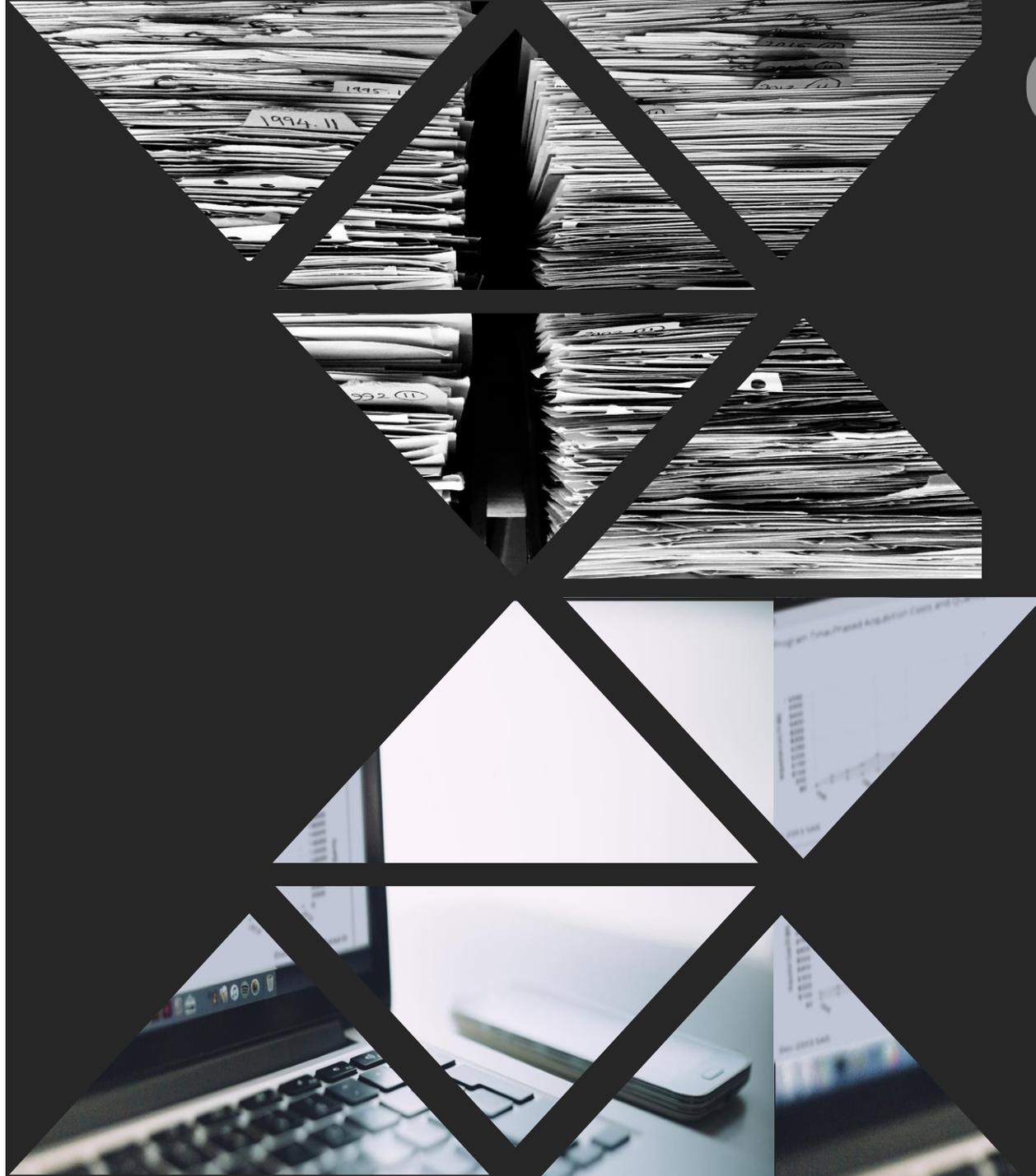


# Training Agenda



By the end of this training you will understand how to:

- › Log in to the Submit-Review Application
- › Creating a Program Request
- › Review and comment on CSDR Submissions
- › Access and Export the Formatted Excel files from the CSDR-SR
- › Search contracts
- › Viewing CSDR Plans
- › Submit date change requests and view CSDR Plans
- › Use the Program Planning Module
- › Post-Contract Award Conference (PAC) Tracking
- › Navigate the Compliance Dashboard
- › 1921-3 & FPR
- › Cost Planning & Execution Tool (cPet)





## **Getting Started with CADE**

- Requesting CADE Portal Access
- Requesting CSDR Roles
- CADE Portal Dashboard

## **Making Program Requests**

- Creating a Program Request from the Portal
- Creating a Program Request from the PPM
- Making a Program Request Update
- Viewing the Status of a Program Request

## **Program Planning Module**

- Access and Overview
- Creating a Plan Package
- Casting a Vote
- Post Award Conference Tracking

## **CSDR- Submit Review**

- Overview
- Search Contracts & Approved CSDR Plans
- Review and Commenting on Submissions
- Date Change Requests

## **CSDR Compliance Dashboard**

- Overview
- Compliance Dashboard
- Compliance Rating Criteria

## **1921-3 & FPR**

- Overview
- Review Submissions
- Search Submissions

## **Cost Planning & Execution Tool (cPet)**

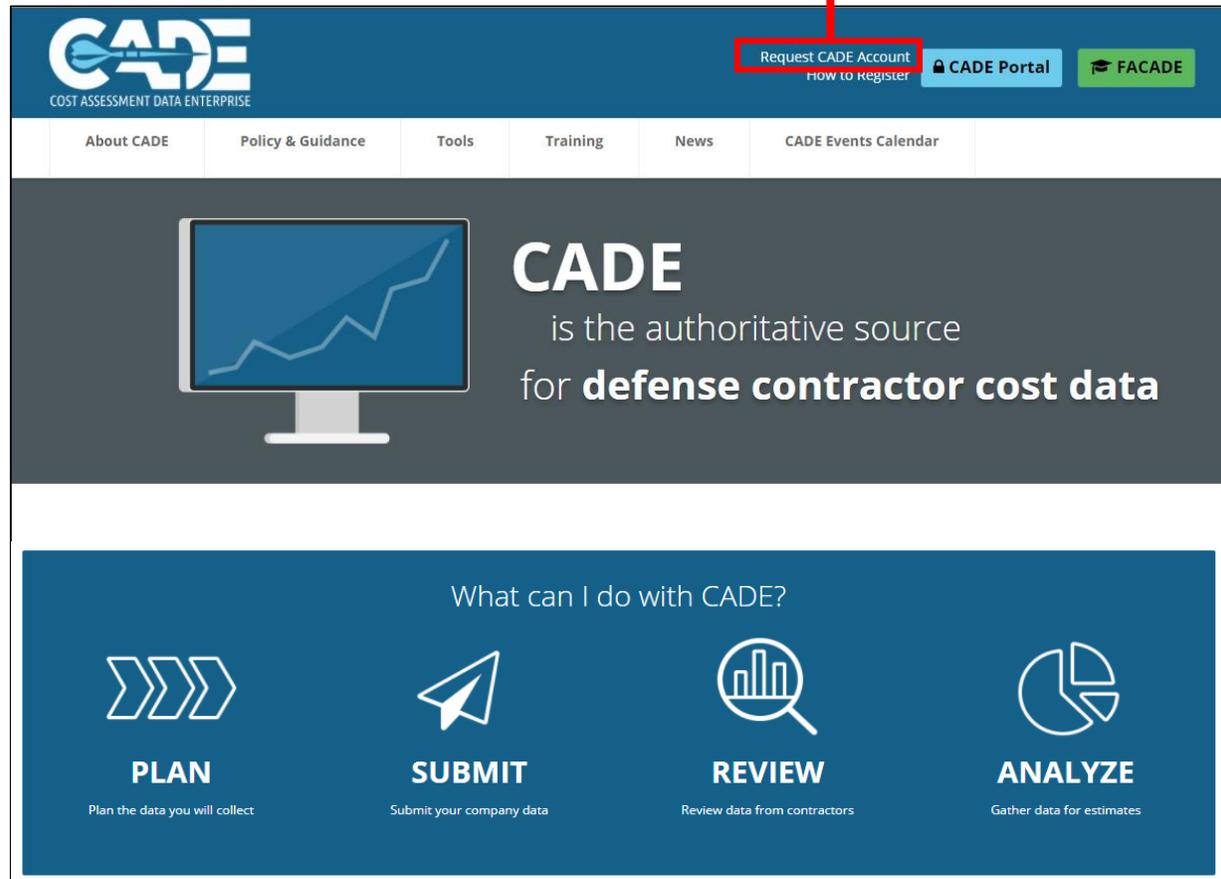
- cPet Web Overview
- XML & JSON Conversion
- Managing Workgroups
- Editing Plans in cPet Web



COST ASSESSMENT DATA ENTERPRISE

# Getting Started With CADE



Getting Started /  
RegistrationRequesting CSDR  
RolesCADE Portal  
Dashboard

The screenshot shows the CADE website home page. The top navigation bar includes the CADE logo, a "Request CADE Account" link (highlighted with a red box and arrow), a "CADE Portal" button, and a "FACADE" button. Below the navigation bar is a main banner with the CADE logo and the text "is the authoritative source for defense contractor cost data". At the bottom, there is a section titled "What can I do with CADE?" with four icons and labels: PLAN (Plan the data you will collect), SUBMIT (Submit your company data), REVIEW (Review data from contractors), and ANALYZE (Gather data for estimates).

- From the CADE Home page (<http://cade.osd.mil/>) select the “Request CADE Account” link.
- If you already have a CADE Portal account, you do not need to register for a new account.
- Please contact [CADESupport@tecolote.com](mailto:CADESupport@tecolote.com) for assistance



Getting Started /  
Registration

Requesting CSDR  
Roles

CADE Portal  
Dashboard

- First, create a username and password, enter your email address and click submit
- When completing the account request form, please request the **“CSDR-SR Reviewer”** role
- Select any other desired roles
- Enter any contracts or programs you require access to in the Comments box
- Click **“Submit”** to begin account approval process

Please complete the following profile information to complete the registration process.  
Also select the roles you wish to have for each of the applications listed below.

<b>Name</b> Username: test First Name Last Name		<b>Personal Details</b> Email: test@technomics.co    Organization MDAPI/Program Phone    Ext Phone 2    Ext DSH    Pager	
<b>Service Affiliations</b> <input type="radio"/> All <input checked="" type="radio"/> Specific <input type="checkbox"/> AIR FORCE <input type="checkbox"/> ARMY <input type="checkbox"/> DOD <input type="checkbox"/> MARINES <input type="checkbox"/> NAVY		<b>User Type and Security References</b> User Type (Select) Citizenship (Select) Supervisor Email Supervisor    Phone Security Officer    Phone	
<b>Address</b> Address Address2 City State / Region (Select) Zip / Postal Code			

### Request Roles

From the list below, choose the roles you are requesting.  
[Click here for a description of each role.](#)

**CADE Roles**

Analyst  Limited Analyst

**EVM Roles**

Analyst  Limited Analyst  Reviewer  Submitter

**DACIMS 3.5 Roles (CSDR Repository)**

Analyst

**CSDR Submit-Review Roles**

Reviewer  Submitter

**cPet Web Roles**

User

**JIAT Roles**

JIAT Analyst

Add and comments about your role request here.

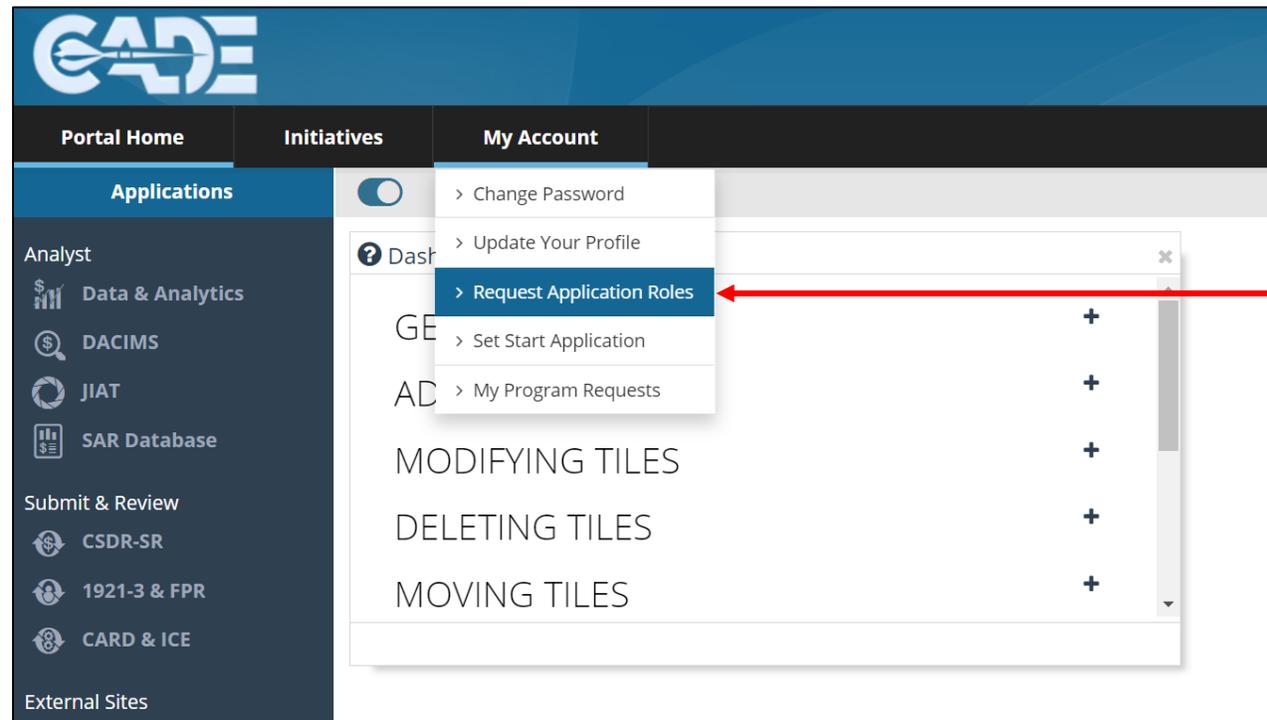
**Submit**

Getting Started /  
Registration

Requesting CSDR  
Roles

CADE Portal  
Dashboard

- After you have successfully logged in, select the **CSDR-SR** link
- Select the **“Request Application Roles”** from the **“My Account”** drop down menu located on your Portal Home screen if you already have a CADE Portal account but need access to the CSDR-Submit Review.

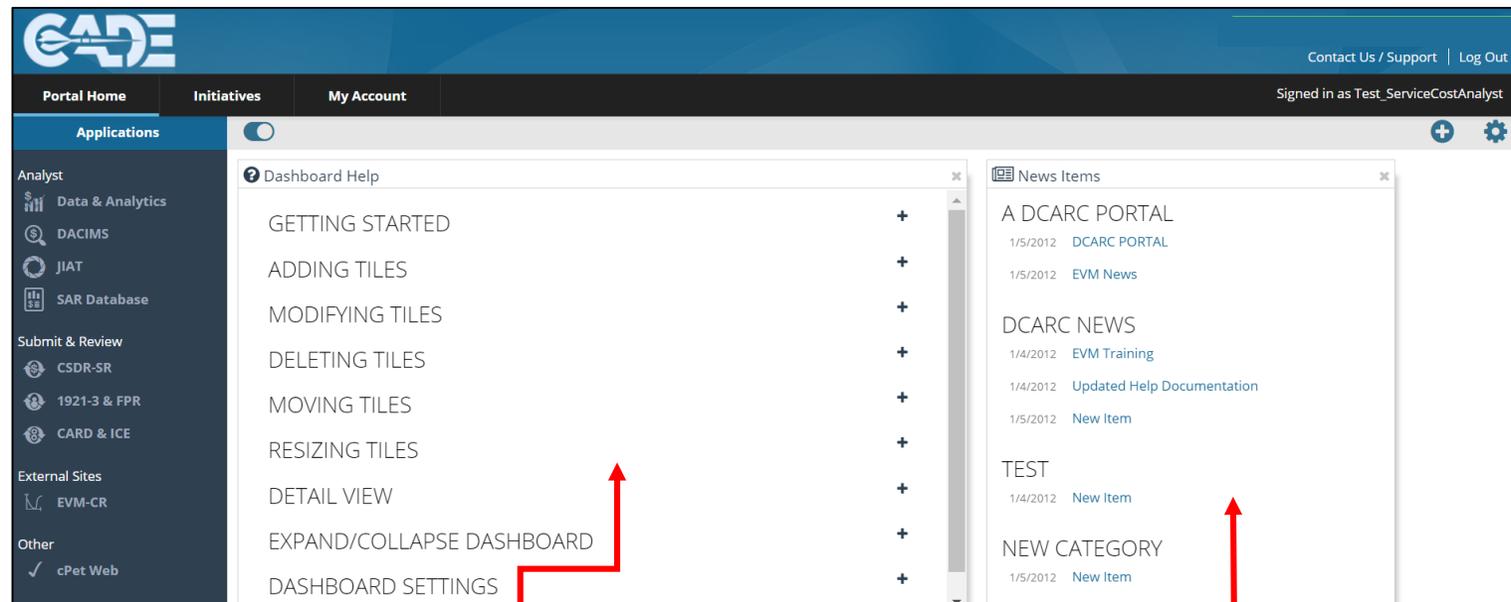


The screenshot shows the CADE Portal Home dashboard. The top navigation bar includes 'Portal Home', 'Initiatives', and 'My Account'. The 'My Account' dropdown menu is open, showing options: '> Change Password', '> Update Your Profile', '> Request Application Roles' (highlighted with a red arrow), '> Set Start Application', and '> My Program Requests'. The left sidebar contains sections for 'Applications', 'Analyst' (with sub-items: Data & Analytics, DACIMS, JIAT, SAR Database), 'Submit & Review' (with sub-items: CSDR-SR, 1921-3 & FPR, CARD & ICE), and 'External Sites'. The main content area shows a 'Dash' widget and a list of application tiles: 'GE', 'AD', 'MODIFYING TILES', 'DELETING TILES', and 'MOVING TILES', each with a '+' icon.

Select **“Request  
Application Roles”**

Getting Started /  
RegistrationRequesting CSDR  
RolesCADE Portal  
Dashboard

Once successfully logged in, you now have the capability to customize your dashboard with status updates, data and information from all of the applications available to you



The screenshot displays the CADE Portal Dashboard interface. At the top, there is a navigation bar with the CADE logo, 'Contact Us / Support | Log Out', and 'Signed in as Test\_ServiceCostAnalyst'. Below this is a secondary navigation bar with 'Portal Home', 'Initiatives', and 'My Account'. The main content area is titled 'Applications' and features a sidebar menu on the left with categories: Analyst (Data & Analytics, DACIMS, JIAT, SAR Database), Submit & Review (CSDR-SR, 1921-3 & FPR, CARD & ICE), External Sites (EVM-CR), and Other (cPet Web). The main content area is divided into two panes. The left pane is titled 'Dashboard Help' and contains a list of actions: GETTING STARTED, ADDING TILES, MODIFYING TILES, DELETING TILES, MOVING TILES, RESIZING TILES, DETAIL VIEW, EXPAND/COLLAPSE DASHBOARD, and DASHBOARD SETTINGS. The right pane is titled 'News Items' and contains a list of news items: A DCARC PORTAL (1/5/2012), DCARC NEWS (1/4/2012), TEST (1/4/2012), and NEW CATEGORY (1/5/2012). Two red arrows point from the text below to the 'DASHBOARD SETTINGS' item in the 'Dashboard Help' menu and the 'NEW CATEGORY' item in the 'News Items' section.

The “**Dashboard Help**” Menu explains how to add, modify and delete the different tiles of information.

News about future design releases, training classes, new policies and site maintenance will appear as a default tile.

Getting Started /  
Registration

Requesting CSDR  
Roles

CADE Portal  
Dashboard

The screenshot displays the CADE Integrated User Dashboard. The top navigation bar includes 'Portal Home', 'Initiatives', and 'My Account'. The user is signed in as 'Test\_ServiceCostAnalyst'. The left sidebar lists various applications under categories like 'Analyst', 'Data & Analytics', 'Submit & Review', 'External Sites', and 'Other'. The main content area shows a 'Dashboard Help' section with options like 'GETTING STARTED', 'ADDING TILES', 'MODIFYING TILES', etc. An 'Add Dashboard Tile' dialog box is open, showing a list of dashboard tile types. The 'CSDR Plan Packages Action Required' tile is selected. A red arrow points to the '+ icon' in the top right corner of the dashboard, with a text box stating 'Select the + icon to expand the list of dashboard tiles.'

- You can select to display upcoming reporting requirements and current plan packages and CSDR submissions for your review
- If you have access to the **Data & Analytics** application, you can now see BOTH CSDR submission information and time-phased visual analytics by program



Getting Started /  
Registration

Requesting CSDR  
Roles

CADE Portal  
Dashboard

CSDR Plan Packages

Action Required | In Process | Planning Schedule

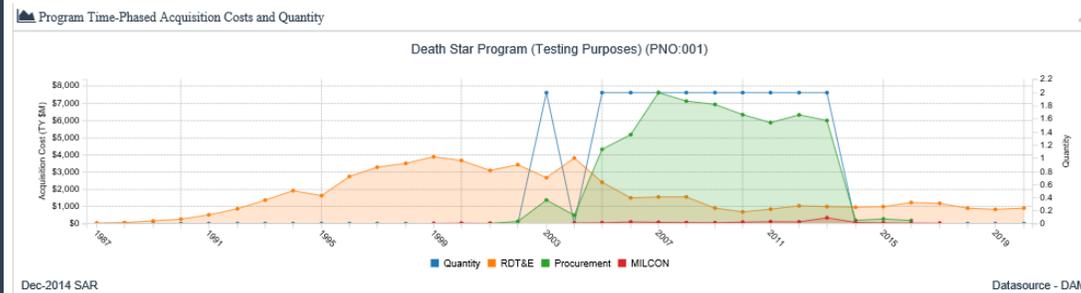
Items 2

	Read Ahead	Plan Package Name	Program Name	Package Contents			Plan Version	CSDR Package Status	# Days in Current Status	# Days Since Development	Last Approver's Name	Last Approved Date
				Prog.	Prime	Sub						
<input type="checkbox"/>	<span style="color: blue;">i</span>	Cpacker GS 15	AEHF – Advanced Extremely High Frequency (AEHF) Satellite Program	1	0	0	New	In Vote	258	342	Test DCARC Director	06/30/20
<input type="checkbox"/>	<span style="color: blue;">i</span>	TEST CANCELLED	AEHF – Advanced Extremely High Frequency (AEHF) Satellite Program	1	1	0	Administrative, Cancelled	In Vote	350	350	Test DCARC Director	06/30/20

Check All | Uncheck All | Update Approvals | Refresh Data

Selecting the  icon will close the detailed view of the tiles and return to your dashboard.

- MODIFYING TILES
- DELETING TILES
- MOVING TILES
- RESIZING TILES



Selecting to View Details at the bottom of each widget will expand the size to reveal data tables. For example, the CSDR Plan Packages widget will expand to show your Action Required, In Process or Planning Schedule data tables.

Getting Started /  
RegistrationRequesting CSDR  
RolesCADE Portal  
Dashboard

The “**Initiatives**” page provides government users with a space to review drafts of emerging new policy guidance as well as download all of the CADE release notes that provide users with a description of system updates.

CADE

Contact Us / Support | Log Out

Portal Home Initiatives My Account Signed in as Test\_POReviewer

### Initiatives

> Initiatives

#### CADE Release Notes

CADE Release Notes are used to provide users with a description of system updates and changes that are implemented to improve the functionality of CADE. The CADE team will use the release notes section to capture screen shots, where applicable, to facilitate the user's understanding of the change. Information on the application(s), operating procedures, roles and/or interfaces impacted will be explained. Users will continue to be notified of scheduled maintenance and system updates via email notifications.

If you have any questions or concerns, please contact the Help Desk at 253-564-1979 x1.

- 20.11 Release Notes.pptx ( 3/10/2021 ) - 20.11 Release Notes
- 20.10 Release Notes.pptx ( 2/2/2021 ) - 20.10 Release Notes
- 20.9 Release Notes.pptx ( 1/5/2021 ) - 20.9 Release Notes
- 20.8 Release Notes.pptx ( 12/1/2020 ) - 20.8 Release Notes
- 20.7 Release Notes.pptx ( 10/20/2020 ) - 20.7 Release Notes
- 20.6 Release Notes.pptx ( 9/14/2020 ) - CADE 20.6 - Release Notes
- CADE C.20.5 - Release Notes.pptx ( 8/11/2020 ) - CADE C.20.5 Release Notes
- CADE C.20.4 - Release Notes.pptx ( 7/8/2020 ) - CADE 20.4 Release Notes
- CADE C.20.3 - Release Notes.pptx ( 6/3/2020 ) - CADE 20.3 Release Notes

#### DoD Cost Estimating Guide

The DoD Cost Estimating (DoDCE) Guide was collaboratively written by CAPE and a host of other DoD stakeholders to provide an overview of cost estimating processes and introduce topics and concepts that are important for every DoD cost estimator to understand. Resources for detailed theory and explanation, mathematical mechanics, and training opportunities are referenced in the guide to assist new and seasoned analysts with their projects and analyses.

- DoD\_CEGuide\_DRAFT v1.0\_June 2020.pdf ( 6/11/2020 ) - Draft DoDCE Guide v1.0

# Creating Program Request from the Portal





### Creating a Program Request - Portal

Government analysts have the ability to make requests for new programs to be added to CADE. Programs will only be added if they **DO NOT** currently exist in the system.

### Creating a Program Request - PPM

This feature is **NOT** for requesting a plan package to be created for already existing programs. If you have participated in previous CWIPT collaboration for the program you are requesting, then first proceed to contact your DCARC Analyst or the CADE Support Help Desk ([CADESupport@Tecolote.com](mailto:CADESupport@Tecolote.com)).

### Making a Program Request Update

Before making a request, please ensure you have taken the following steps:

- Search within the Program Planning Module to ensure the program does not already exist. (See slides 17-21 for details).
- Confirm official program of record information for the following fields:
  - Program Name
  - Short Name
  - Program Group
  - DAES Group
  - ACAT Category
  - Mil-Standard
  - Weapon System Type
  - Program Office
  - Upgrade/Modernization
  - 804 Program Designation
  - Service/Component

### Viewing Status of Program Requests



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Starting from the Portal Home page, go to My Account select **“My Program Request”**

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with 'Portal Home', 'Initiatives', and 'My Account'. The 'My Account' menu is open, showing options like 'Change Password', 'Update Your Profile', 'Request Application Roles', 'Set Start Application', and 'My Program Requests' (highlighted with a red box). Below the menu, there are several widgets: 'Applications' (with a toggle), 'DCARC NEWS' (listing items like 'EVM Training' and 'Updated Help Documentation'), 'TEST', and two status boxes for 'CSDR Plan Packages' (0 Action Required and 51 In Process). On the right, there is a 'Post Award Conferences' table and a 'Dashboard Help' sidebar.

Program	Contract #	Plan #	Contract Award	PAC Status
Example Program ...	Examples: RDT&E,...	XX-21-A-C1	08/01/2021	Scheduled
ADS (AN/WQR-3) -...		Mission01	03/28/2021	Scheduled
ADS (AN/WQR-3) -...		Mission01-Clone	03/28/2021	Scheduled
AAG - Advanced A...		111-111-1111	08/03/2020	Scheduled
AAG - Advanced A...		111-111-1111-Clo...	08/03/2020	Scheduled



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

On the My Program Request page select **“Request a New Program”**

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with the CADE logo on the left and 'Contact Us / Support | Log Out' on the right. Below the navigation bar is a menu with 'Portal Home', 'Initiatives', and 'My Account'. The main content area is titled 'My Program Requests'. A blue button labeled 'Request a New Program' is highlighted with a red border. Below the button is a table with the following data:

ID ↓	Program Name	Type	Request Date	My Comment	Review Date	Admin Comment	State
<a href="#">90</a>	ACS - Aerial Common Sensor	Edit Metadata	4/7/2021				Pending
<a href="#">89</a>	AEHF - Advanced Extremely High Frequency (AEHF) Satellite Program	Edit Metadata	4/6/2021				Pending



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Enter all required metadata in the appropriate fields.

**Enter all known metadata**

<p>Program Name*</p> <p>Short Name*</p> <p>Description</p> <p>Program Group*</p> <p>DAES Group* (Select)</p> <p>ACAT Category* (Select)</p> <p>Mil-Standard* (Select)</p> <p>MDAP</p> <p>Weapon System Type*</p> <p>Procuring Organization</p> <p>Program Office*</p> <p>Upgrade/Modernization*</p> <p>804 Program* <input type="radio"/> Yes <input type="radio"/> No</p>	<p style="text-align: center;">DAMIR Aligned Fields</p> <p>DAMIR Program Name</p> <p>DAMIR Short Name</p> <p>Program URI</p> <p>PNO</p> <p>Service/Component*</p> <p>Joint Capability Assessment</p> <p>Latest SAR</p> <p>Acquisition Cost (\$M)</p> <p>Quantity</p> <p>Comment</p> <p style="text-align: right;"><input type="button" value="Submit"/> <input type="button" value="Cancel"/></p> <p style="font-size: small; background-color: #f0f0f0; padding: 5px;">The following are required field(s): Program Name, Short Name, Program Group, DAES Group, ACAT Category, Mil-Standard, Weapon System Type, Program Office, Upgrade/Modernization, 804 Program, Service/Component</p>
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Program Planning Approval  
 DCARC  Service  SYSCOM

The following are required field(s):

- Program Name
- Short Name
- Program Group
- DAES Group
- ACAT Category
- Mil-Standard
- Weapon System Type
- Program Office
- Upgrade/Modernization
- 804 Program
- Service/Component

Select the **“Submit”** button to save the program request.



Creating a Program  
Request - Portal

Creating a Program  
Request - PPM

Making a Program  
Request Update

Viewing Status of  
Program Requests

### The following are required field(s):

**Program Name:** Official program of record name (as found in DAMIR/DAVE/AIR)

**Short Name:** Acronym or short name

**Program Group:** Select Pre-MDAP, MDAP or MAIS

**DAES Group:** Defense Acquisition Executive Summary (DAES) Group if applicable

**ACAT Category:** Acquisition category designation

**Mil-Standard:** MIL-STD-881D appendix designation

**Weapon System Type:** Weapon system designation or appropriate commodity/sub-commodity (ex. Mobile system attack guided missile, navigation satellite, Fixed Wing Fighter)

**Program Office:** PMO responsible for program planning and management

**Upgrade/Modernization:** Select yes or no to identify if this an upgrade or modernization program

**804 Program:** Select yes or no to identify if this is a Middle Tier of Acquisition (Section 804) program

**Service/Component:** Select Air Force, Army, Navy, DoD, Joint

**Program Planning Approval:**

DCARC = All CSDR plans in the PPM will be approved by Deputy Director, Cost Assessment (OSD CAPE)

Service = All CSDR plans in the PPM will be approved by the designated Service Cost Center Director

# Creating Program Request from the PPM





Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Starting at CSDR-SR go to My CSDR and select **“Program Planning”**

The screenshot shows the CADE CSDR Submit & Review portal. The navigation bar includes 'CADE Portal', 'My CSDR', 'Search', and 'Contact Us'. The 'My CSDR' menu is expanded, showing options: 'Program Planning' (highlighted with a red box), 'Review Submissions', 'CSDR Compliance', and 'Retrieve Files'. The main content area features a 'Welcome to CSDR Submit & Review' banner with an image of a military aircraft. Below the banner, there are links for 'Reviewer Guide' and 'Submitter Guide'. A blue box contains a 'Disclaimer' stating that the system handles UNCLASSIFIED cost data. Below the disclaimer, a consent section states: 'By accessing this site, you acknowledge and consent that when you access Department of Defense information systems:'. The consent conditions are listed as follows:

- You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.
- You consent to the following conditions:
  - i. The government routinely monitors communications occurring on this information system, and any device attached to this information system, for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network defense, quality control, employee misconduct investigations, law enforcement investigations, and counterintelligence investigations.
  - ii. At any time, the government may inspect and/or seize data stored on this information system and any device attached to this information system.
  - iii. Communications occurring on or data stored on this information system, or any device attached to this information system, are not private. They are subject to routine monitoring and search.
  - iv. Any communications occurring on or data stored on this information system, or any device attached to this information system, may be disclosed or used for any U.S. Government-authorized purpose.
  - v. Security protections may be utilized on this information system to protect certain interests that are important to the government. For example, passwords, access cards, encryption or biometric access controls provide security for the benefit of the government. These protections are not provided for your benefit or privacy and may be modified or eliminated at the government's discretion.



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

The PPM Homepage allows you to identify programs you are currently assigned and request access to others.

From the PPM select **“Request”**

### Program Planning Module

Hide My Programs

#### Programs

Please select your program to begin. If your program does not appear, click Request to be added to a program.

**Request**

ACAT Category (All) ▾	CSDR Compliance Group (All) ▾	Earliest Target Date (All) ▾
Service (All) ▾	DCARC Analyst (All) ▾	CAPE Analyst (All) ▾
Lead Service Analyst (All) ▾	Action Required (All) ▾	804 Program & Packages (All) ▾

Go    Reset Filters

Name	ACAT Category	804 Program	804 Packages	CSDR Compliance Group	Action Required	Earliest Target Date	Service	DCARC Analyst	CAPE Analyst	Lead Service Analyst
AEHF – Advanced Extremely High Frequency (AEHF) Satellite Program's	ID	No	0	B (not rated)	No		ARMY	Jenighi Powell, Peter Shmorhun	Bridgette Golson, Test CAPE Analyst DC	

It is important to first search for your program to ensure it is not already created. If the program appears in the search results below, select **“Send Request”** to notify a DCARC analyst of your desire to be assigned to the program.

If your don't see your program, select **“Request New Programs”**

#### Program Search

Program Name Example	Program Group (Any)	CSDR Compliance Group A B C	ACAT Category ID IC IAM
<a href="#">Search Programs</a>	<a href="#">Clear Search Criteria</a>	<a href="#">Request New Program</a>	

#### Search Results

Select <input type="checkbox"/>	Name	Description	Program Group	CSDR Group	ACAT Category	804 Program	804 Package Count
<input checked="" type="checkbox"/>	Example	Example			ID	No	0
<input type="checkbox"/>	Example Program (Non-ACAT I)	Example program for Service led plan testing			804	Yes	2

[Send Request](#)



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Enter all required metadata in the appropriate fields.

**Enter all known metadata**

<p>Program Name*</p> <p>Short Name*</p> <p>Description</p> <p>Program Group*</p> <p>DAES Group* (Select)</p> <p>ACAT Category* (Select)</p> <p>Mil-Standard* (Select)</p> <p>MDAP</p> <p>Weapon System Type*</p> <p>Procuring Organization</p> <p>Program Office*</p> <p>Upgrade/Modernization*</p> <p>804 Program* <input type="radio"/> Yes <input type="radio"/> No</p>	<p style="text-align: center;">DAMIR Aligned Fields</p> <p>DAMIR Program Name</p> <p>DAMIR Short Name</p> <p>Program URI</p> <p>PNO</p> <p>Service/Component*</p> <p>Joint Capability Assessment</p> <p>Latest SAR</p> <p>Acquisition Cost (\$M)</p> <p>Quantity</p> <p>Comment</p> <p style="text-align: right;"><input type="button" value="Submit"/> <input type="button" value="Cancel"/></p> <p style="font-size: small; background-color: #f0f0f0; padding: 5px;">The following are required field(s): Program Name, Short Name, Program Group, DAES Group, ACAT Category, Mil-Standard, Weapon System Type, Program Office, Upgrade/Modernization, 804 Program, Service/Component</p>
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Program Planning Approval  
 DCARC  Service  SYSCOM

- The following are required field(s):
- Program Name
  - Short Name
  - Program Group
  - DAES Group
  - ACAT Category
  - Mil-Standard
  - Weapon System Type
  - Program Office
  - Upgrade/Modernization
  - 804 Program
  - Service/Component

Select the **“Submit”** button to save the program request.

# Making a Program Request Update





Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Starting at CSDR-SR go to My CSDR and select **“Program Planning”**

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with 'CADE Portal', 'My CSDR', 'Search', and 'Contact Us'. The 'My CSDR' menu is expanded, showing 'Program Planning' (highlighted with a red box), 'Review Submissions', 'CSDR Compliance', and 'Retrieve Files'. The main content area has a large banner that says 'Welcome to CSDR Submit & Review' with an image of a military aircraft. Below the banner, there are two guides: 'Reviewer Guide' and 'Submitter Guide'. A blue 'Disclaimer' box states: 'This system handles UNCLASSIFIED cost data.' Below that, a section titled 'By accessing this site, you acknowledge and consent that when you access Department of Defense information systems:' contains a list of conditions for use.



After opening an existing program in the PPM click the “Request Edit” button

Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

The screenshot displays the CADE Program Planning Module interface. At the top, there is a navigation bar with the CADE logo, a search bar, and links for 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The user is signed in as 'Test\_POReviewer'. The main content area is titled 'Program Planning Module' and shows details for an 'Example Program (Demo)'. A 'Request Edit' button is highlighted with a red box. Below the program info, there is a table of 'Plan Packages' with columns for Plan Package, Identifying Task, Phase, Action Required, Reporting Entity, Contract Number, 804, and RFP Date.

**Program Info**

- Program Name: Example Program (Demo)
- ACAT Category: IC
- DAES Group: NA (not rated)
- Action Required: Yes
- Earliest Target Date: 4/2/2020
- Service: DoD
- Managed By: DCARC
- 804 Program: No

**Plan Packages:**

Plan Package	Identifying Task	Phase	Action Required	Reporting Entity	Contract Number	804	RFP Date
Example Plan Package 1	Step 0 Of 6	Requested				No	
Example Plan Package 3	Step 1 Of 8	PO Action				No	
XX-21-B-C2	Example Sustainment Plan Task 1	Phase	No	CADE Industries	XY1234-20-Z-0001		
XX-21-B-C2-S1	Example Sustainment Plan Task 2	Phase	No	Example Company	XY1234-20-Z-0001		
Example Plan Package 2	Step 0 Of 8	Requested				No	



Creating a Program Request - Portal

Creating a Program Request - PPM

**Making a Program Request Update**

Viewing Status of Program Requests

Make changes to metadata in the appropriate fields.

**Edit Program Request**

Enter all known metadata

Program Name\*  
Example Program (Demo)

Short Name  
Example (Demo)

Description  
This program is meant for webinar and training useage.

Program Group  
MDAP

DAES Group  
A

ACAT Category  
IC

Mil-Standard  
ELECTRONIC/AUTOMATED SOFTWARE

MDAP  
Example Program

Weapon System Type  
Radar

Procuring Organization  
DoD

Program Office  
DoD

Upgrade/Modernization  
No

804 Program  
 Yes  No

Program Planning Approval  
 DCARC  Service  SYSCOM

DAMIR Aligned Fields

DAMIR Program Name

DAMIR Short Name

Program URI

PNO

Service/Component  
DoD

Joint Capability Assessment

Latest SAR

Acquisition Cost (\$M)

Quantity

Comment

**Submit** Cancel

Select the "Submit" button to save the "Edit Program Request".

# Viewing Status of Program Request





Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

Starting from the Portal Home page, go to My Account select **“My Program Request”**

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with 'Portal Home', 'Initiatives', and 'My Account'. The 'My Account' menu is open, and 'My Program Requests' is highlighted with a red box. Below the navigation bar, there are several sections: 'Applications' (with a toggle switch), 'Analyst' (with links to Data & Analytics, DACIMS, and SAR Database), 'Submit & Review' (with links to CSDR-SR, 1921-3 & FPR, and CARD & ICE), 'External Sites' (with EVM-CR), and 'Other' (with cPet Web). The main content area displays a list of news items under 'DCARC NEWS' and 'TEST'. On the right side, there is a 'Post Award Conferences' table and a 'Dashboard Help' section.

Program	Contract #	Plan #	Contract Award	PAC Status
Example Program ...	Examples: RDT&E,...	XX-21-A-C1	08/01/2021	Scheduled
ADS (AN/WQR-3) -...		Mission01	03/28/2021	Scheduled
ADS (AN/WQR-3) -...		Mission01-Clone	03/28/2021	Scheduled
AAG - Advanced A...		111-111-1111	08/03/2020	Scheduled
AAG - Advanced A...		111-111-1111-Clo...	08/03/2020	Scheduled



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

From “My Program Request” page To view the program request metadata, click on the ID number.

Scroll down to the bottom of page to view the edited program request metadata.



**My Program Requests**

Request a New Program

ID	Program Name	Type	Request Date	My Comment	Review Date	Admin Comment	State
97	Test Program 4	New Program	6/2/2021				Pending
96	Test Program 3	New Program	6/2/2021				Pending
95	Test Program 2	New Program	6/2/2021				Pending
94	Test Program 1	New Program	6/2/2021				Pending
93	Example Program Reviewer Guide (Demo)	New Program	6/2/2021				Pending
91	Example Program (Demo)	Edit Metadata	4/13/2021				Pending
90	ACS - Aerial Common Sensor	Edit Metadata	4/7/2021		5/19/21	This is a Test	Approved
89	AEHF - Advanced Extremely High Frequency (AEHF) Satellite Program	Edit Metadata	4/6/2021	This is a request to edit AEHF - Advanced E...	4/13/21	Your Program request for AEH...	Approved
88	test	New Program	4/6/2021	test			Pending
86	test	New Program	10/8/2020		12/21/20		Pending

1 - 10 of 11 items

**Requested Program Metadata**

Program Name	Example Program Reviewer Guide (Demo)
Short Name	Example
Description	Program to demonstrate how program requests are created within CADE.
804 Program	No
Program Group	MDAP
DAES Group	B
ACAT Category	IC
Mil-Standard	ELECTRONIC/AUTOMATED SOFTWARE
MDAP	Example Program (Demo)
Weapon System Type	Electronics Communication Satellite
Procuring Organization	Air Force
Program Office	PEO
Upgrade/Modernization	No
Program Planning Approval	DCARC



Creating a Program Request - Portal

Creating a Program Request - PPM

Making a Program Request Update

Viewing Status of Program Requests

To view the status of the program request (Pending, Approved or Rejected).  
To add or change **“My Comments”** click the blue pencil.

ID ↓	Program Name	Type	Request Date	My Comment	Review Date	Admin Comment	State
<a href="#">97</a>	Test Program 4	New Program	6/2/2021	This is a request for a new program. 			Pending
<a href="#">96</a>	Test Program 3	New Program	6/2/2021				Pending

After adding or changing your comment click the blue check mark to save comment or the blue x to cancel.

ID	Program Name	Type	Request Date	My Comment	Review Date	Admin Comment	State
<a href="#">97</a>	Test Program 4	New Program	6/2/2021	This is a request for a new program  			Pending
<a href="#">96</a>	Test Program 3	New Program	6/2/2021				Pending

To view all of **“Admin Comments”** hover over the text and a pop up will show all of the comment.

ID ↓	Program Name	Type	Request Date	My Comment	Review Date	Admin Comment	State
<a href="#">97</a>	Test Program 4	New Program	6/2/2021	This is a request for a new program. 	6/2/21		Pending
<a href="#">96</a>	Test Program 3	New Program	6/2/2021				Pending
<a href="#">95</a>	Test Program 2	New Program	6/2/2021				Pending
<a href="#">94</a>	Test Program 1	New Program	6/2/2021				Pending
<a href="#">93</a>	Example Program Reviewer Guide (Demo)	New Program	6/2/2021	This is a request for a new program that is ...	6/2/21	Your program request has been approved.	Approved

# Program Planning Module (PPM) Access and Overview



### PPM Access & Overview

### Creating a Plan Package

### Casting a Vote

### Post Award Conference Tracking

**Plan Packages:**

Request a new Plan Package

Search:

Status: (All)

Filter List

Action Required

Any  Yes  No

Plan Package	Identifying Task	Phase	Action	Contract Number	RFP Date
Deactivated User Test	Step 3 of 8	In Vote (Analyst Review)		No	
111-111-1111	Plan 1	Phase	No		
Edit test-Clone	Step 1 of 6	PO Action		No	

*Note: A red arrow points to the 'Requested' option in the Status dropdown menu.*

- **Requested:** Initial plan package requested by the Program Office or Lead Service Analyst.
- **New:** Initial plan package created by DCARC Analyst.
- **PO Action:** Plan development phase where the Program Office has the action to submit or review CSDR Plans and supporting documentation
- **CADE Action:** DCARC Analyst has the action to upload or review CSDR Plans



PPM Access &  
Overview

Creating a Plan  
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- **In Vote (Analyst Review):** Members of the CSDR IPT vote to approve or disapprove the plan package
- **SCC Director Review:** The Service Cost Centers will review and approve or disapprove the plan package
- **DCARC Directors Review:** The DCARC Director will review and approve or disapprove the plan package
- **CA Deputy Directors Review:** The CAPE Director will review and approve or disapprove the plan package
- **CADE Finalization:** The DCARC Analyst prepares the plan package memo for final signature
- **Approved:** The CA Director has signed and approved the plan
- **Closed:** All activities that can be done in this package or plan have been completed and the package will be archived.



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

**Plan Packages:**

Add New Package

Search:

Status: (All)   Filter List Reset Filter

Action Required  
 Any  Yes  No

Plan Package	Identifying Task	Phase	Reporting Entity	Contract Number	804	RFP Date
Example Reviewer Guide Plan Package...	Step 1 Of 6	PO A			No	
XX-01-C2	Example Plan Task 2			XY12345-21-Z-0023		
XY-01-C1	Example Plan Task 1			XY12345-21-Z-0023		
XY-01-C3	Example Plan Task 3	Phase	No	XY12345-21-Z-0023		

- **Requested:** Initial plan package requested by the Program Office or Lead Service Analyst.
- **New:** Initial plan package created by Lead Service Analyst Analyst.
- **PO Action:** Plan development phase where the Program Office has the action to submit or review CSDR Plans and supporting documentation
- **Service Action:** Lead Service Analyst has the action to upload or review CSDR Plans



PPM Access &  
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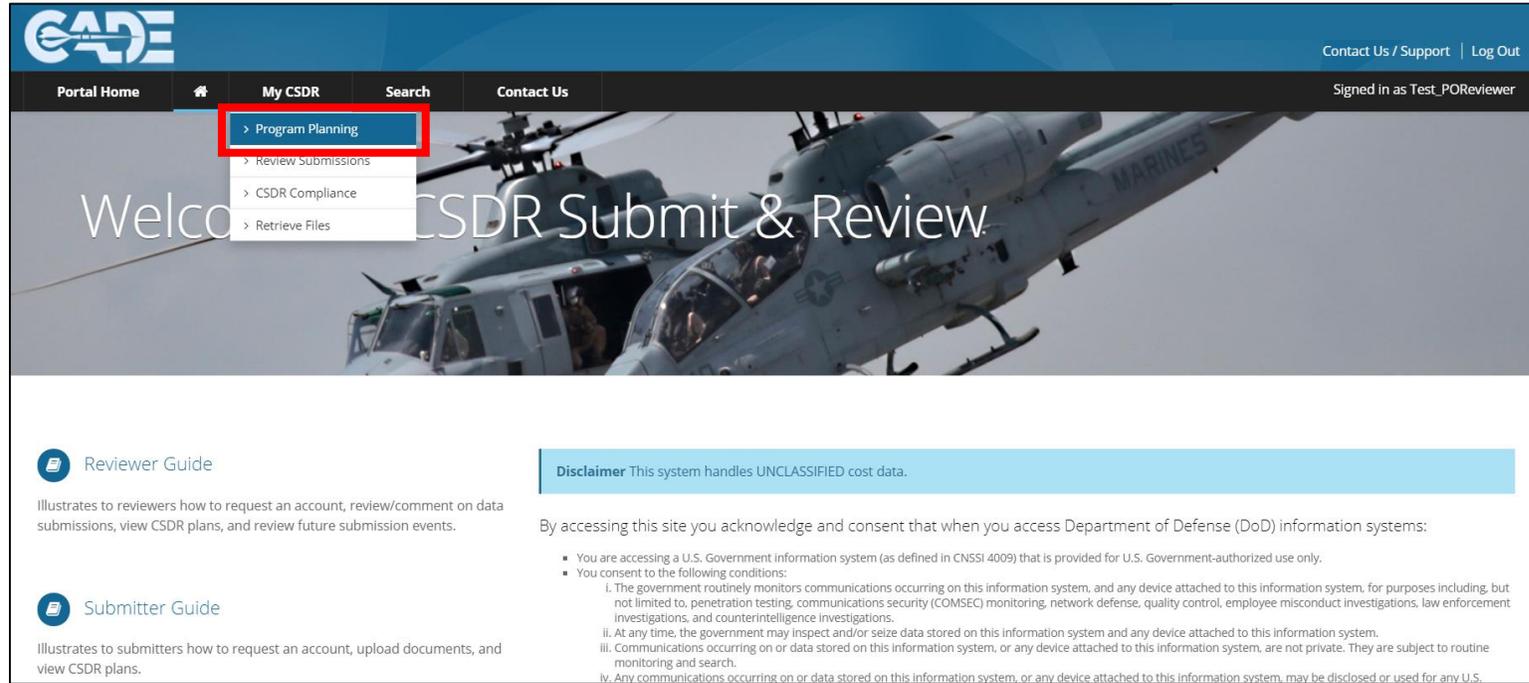
- **In Vote (Analyst Review):** Members of the CSDR IPT vote to approve or disapprove the plan package
- **SCC Director Review:** The Service Cost Centers will review and approve or disapprove the plan package
- **Service/CADE Finalization:** The Lead Service Analyst prepares the plan package memo for final signature
- **Approved:** The Service Cost Center Director has signed and approved the plan
- **Closed:** All activities that can be done in this package or plan have been completed and the package will be archived.

## PPM Access & Overview

## Creating a Plan Package

## Casting a Vote

## Post Award Conference Tracking



The screenshot shows the CADE CSDR Submit & Review portal. The navigation menu includes 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The 'My CSDR' menu is expanded, showing options: 'Program Planning' (highlighted with a red box), 'Review Submissions', 'CSDR Compliance', and 'Retrieve Files'. The page header includes 'Contact Us / Support | Log Out' and 'Signed in as Test\_POReviewer'. The main content area features a 'Reviewer Guide' and a 'Submitter Guide'. A disclaimer states: 'Disclaimer This system handles UNCLASSIFIED cost data.' Below the disclaimer, a consent statement reads: 'By accessing this site you acknowledge and consent that when you access Department of Defense (DoD) information systems:'. The consent conditions are listed as follows:

- You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.
- You consent to the following conditions:
  - i. The government routinely monitors communications occurring on this information system, and any device attached to this information system, for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network defense, quality control, employee misconduct investigations, law enforcement investigations, and counterintelligence investigations.
  - ii. At any time, the government may inspect and/or seize data stored on this information system and any device attached to this information system.
  - iii. Communications occurring on or data stored on this information system, or any device attached to this information system, are not private. They are subject to routine monitoring and search.
  - iv. Any communications occurring on or data stored on this information system, or any device attached to this information system, may be disclosed or used for any U.S.

- The primary purpose of the Program Planning Module (PPM) is the voting and approval of CSDR plan packages and plan tasks.
- Plan Packages house Plan Tasks which are used to structure the plan collaboration.
- To enter the PPM, select **“Program Planning”** from the CSDR-SR Home page.



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

1. Click **“Request”**
2. Type in program name, or use the search criteria
3. Check the box in the *‘Select’* column to select program
4. Click **“Send Request”**
- \*Popups must be enabled
5. Provide a short description of need for program access
6. DCARC analyst reviews request and provides access within 1 – 2 business days

Program Planning Module

Hide My Programs

Programs

your program to begin. If your program does not appear, click Request to be added to a program.

Request

ACAT Category: (All) | CSDR Compliance Group: (All) | Earliest Target Date: (All) | Service: (All)

DCARC Analyst: (All) | CAPE Analyst: (All) | Lead Service Analyst: (All) | Action Required: (All)

Go | Reset Filters

Name	ACAT Category	CSDR Compliance Group	Action Required	Earliest Target Date	Service	DCARC Analyst	CAPE Analyst	Lead Service Analyst
						Charlotte Tarr, DCARC Analyst, Rebecca Fredericksen	CA Director, J.Roman Kirst, Jimmy Kirst, Test CAPE Analyst	N/A
								N/A

Program Planning Module

Back

Search for a Program, select the desired programs, and click the 'Send Request' button to make your request. If you do not see your program, click Request New Program.

Program Search

Program Name: example | Program Group: (Any) | CSDR Compliance Group: A, B, C | ACAT Category: ID, IC, IAM

Search Programs | Clear Search Criteria | Request New Program

Search Results

Select	Name	Description	Program Group	CSDR Group	ACAT Category
<input checked="" type="checkbox"/>	Example	Example			

Send Request

# Program Planning Page Improved Functionality



PPM Access & Overview

Creating a Plan Package

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Ability to request a Program update

Program Info sidebar will allow display of contextual programmatic information.

List of all program collaborators

Program Planning Module

Example Program (Demo)

Plan Packages:

Request a new Plan Package

Search: Enter Text    Status: (All)    Phase: (All)    Filter List    Reset Filter

Action Required  
 Any     Yes     No

Plan Package	Identifying Task	Phase	Action Required	Reporting Entity	Contract Number	804	RFP Date
Example Plan Package 1	Step 0 Of 6	Requested				No	
Example Plan Package 3	Step 1 Of 8	PO Action				No	
XX-21-B-C2	Example Sustainment Plan Task 1	Phase	No	CADE Industries	XY1234-20-Z-0001		
XX-21-B-C2-S1	Example Sustainment Plan Task 2	Phase	No	Example Company	XY1234-20-Z-0001		
Example Plan Package 2	Step 0 Of 8	Requested				No	
XX-01-C1	Example Plan Task 2	Phase	Yes				
Example Plan Package 1	Step 3 Of 8	In Vote (Analyst Review)				No	
XX-21-A-C1	Example Plan Task 1	Phase	Yes	CADE Industries	TBD - (XX-21-A-C1)		

Plan package search and filter capability

Plan package status and display of action required for individual user

Ability to download current version of CSDR plan

# Program Planning Module (PPM) Creating a Plan Package





PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

**Plan Package** = A collection of related program, contract, or subcontract CSDR plans and supporting documentation that require DCARC, Service and/or CAPE approval

The screenshot shows the 'Program Planning Module' interface. On the left, a 'Programs' list is displayed with columns for Name, ACAT Category, 804 Program, and 804 Plan. The 'Example Program (Demo)' is highlighted with a red box. A red arrow points from this box to the first instruction: '1. Select the Program Name from the'. In the center, a 'Program Info' pop-up is visible for 'Example Program (Demo)'. On the right, the 'Example Program (Demo)' page is shown with a 'Plan Packages' section. A red box highlights the 'Request a new Plan Package' button, with a red arrow pointing to the second instruction: '2. Select "Request a new Plan Package"'. The interface includes various filters, search bars, and a table of plan packages with columns for Plan Package, Identifying Task, Phase, Action Required, Reporting Entity, Contract Number, 804, and RFP Date.

1. Select the Program Name from the

2. Select "Request a new Plan Package"

PPM Access &  
Overview

Creating a Plan  
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**Package Info**

Package Name:

Phase:

Effort:

Effort Descriptor:

Contract Award Date:

Draft RFP Release Date:

Final RFP Release Date:

Contract End Date:

Target Approval Date:

Appropriations:

Contract Number:

Estimated Total Contract Value:

Contract Officer POC:

Name:	Email:	Phone:
<input type="text"/>	<input type="text"/>	<input type="text"/>

804 Package:  Yes  No

Description

3. Create a **“Plan Package Name”**: a descriptive name to identify the CSDR plans included in this plan package.
4. Select the acquisition phase of the program and the effort (order, lot, end item, etc.).
5. Fill out remaining metadata fields concerning the plan package: Contract Award date, RFP Release date, Final RFP release date, Target Plan Package approval date, EVM/Co-Plan reporting, Period of Performance, Contract Value, Contract appropriation, POCs, Contract Number.
3. Fill out a **“Plan Package Description”**: a brief description of the CSDR plans this plan package will be capturing.
4. Select **“Create”** to finalize.

PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

**Plan Task** = A single program, contract, or subcontract CSDR plan, as well as the accompanying required documentation

## Example Program (Demo)

In Process | In Finalization | Approved Documentation | Archived Working Files

**Plan Packages:**

Request a new Plan Package

Search:  Status: (All) Phase: (All) Filter List Reset Filter

Action Required  Any  Yes  No

Plan Package	Identifying Task	Phase	Action Required	Reporting Entity	Contract Number	804	RFP Date	
Example Plan Package 2	Step 0 of 8	Requested				No		+
<b>XX-01-C1</b>	Example Plan Task 2	Phase	Yes					
Example Plan Package 1	Step 3 of 8	In Vote (Analyst Review)				No		+
XX-21-A-C1	Example Plan Task 1	Phase	Yes	CADE Industries	TBD - (XX-21-A-C1)			↓

- Indicated Plan Package has been requested.
- Click on the plus sign to request a plan task



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

## Example Program (Demo)

### Package Info

Package Name: Example Plan Package 2      Status: Step 0 of 8 Requested  
 Phase: PROD      Contracting Officer: (none entered)  
 Contracting Officer Phone: (none entered)      Contracting Officer Email: (none entered)  
 Effort: Lot      Effort Descriptor:  
 Appropriations:      Draft RFP Release Date:  
 Contract Number: (none entered)      Contract Award Date:

Final RFP Plan Type: Program Plan  
 Target A Units: Enter Units  
 Estimate 804 Pack Reporting Entity Type: Industry  
 Package Reporting Entity Name: Enter Reporting Entity Name  
 WBS System Type: BMDS  
 Is there Software Development On This Contract?: Yes

### Request

Use recommended plan template?: Yes  
 Use recommended support documents?: Yes  
 CA Deputy Director Vote Required: Yes  
 Is this a FlexFile? No

Initial Plan Template:  
 Contract Type: N/A  
 Total Estimated Contract Value: Enter Contract Value

Enter Plan Package Description

Supporting Documents:

<input type="checkbox"/> 2011 CSDR Plan	<input type="checkbox"/> 2015 CSDR/EVM Co-Plan	<input checked="" type="checkbox"/> 2019 CSDR Plan
<input checked="" type="checkbox"/> Request for Proposal (RFP)	<input checked="" type="checkbox"/> Statement of Work (SOW)	<input checked="" type="checkbox"/> Resource Distribution Table (RDT)
<input checked="" type="checkbox"/> Acquisition Schedule Document	<input type="checkbox"/> CDRL - Cost and Hour Report (Flexfile)	<input type="checkbox"/> CDRL - Quantity Data Report
<input checked="" type="checkbox"/> CDRL - Cost Data Summary Report (1921)	<input checked="" type="checkbox"/> CDRL - Contractor Business Data Report (1921-3)	<input type="checkbox"/> CDRL - Sustainment Functional Cost-Hour Report (1921-5)
<input type="checkbox"/> CDRL - Software Development Report (DD Form 3026-1)	<input type="checkbox"/> CDRL - Software Maintenance Report (DD Form 3026-2)	<input type="checkbox"/> CDRL - Software Enterprise Resource Planning Report (3026-3)
<input type="checkbox"/> CDRL - Maintenance & Repair Date Report	<input type="checkbox"/> CDRL - Technical Data Report	<input type="checkbox"/> Cost Analysis Requirement Description (CARD)
<input type="checkbox"/> Tech Data Supplement	<input type="checkbox"/> Other	

Create Cancel

1. Fill in plan task information, provide a task description.

2. Selecting “Yes” to using a recommended template will allow you to select using the Standard Plan templates for each commodity. More information on Standard Plans can be found at: <https://cade.osd.mil/policy/csdr-plan>

PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

Once a Plan Package and corresponding tasks have been approved by DCARC, the package will move to **“PO Action”**. Select the Plan Task in order to upload required documentation.

### Example Program (Demo)

In Process | In Finalization | **Approved Documentation** | Archived Working Files

**Plan Packages:**

Request a new Plan Package

Search:  Status: (All)

Action Required:  Any  Yes  No

Plan Package	Identifying Task	Phase	Action Req
Example Plan Package 1	Step 0 of 6	Requested	
Example Plan Package 3	Step 1 of 8	PO Action	
<b>XX-21-B-C2</b>	Example Sustainment Plan Task 1	Phase	No

### Documents

Action Required:  Any  Yes  No

Required	File	Upload Date	Accepted Date	User	Action Required
2019 CSDR Plan		4/6/2021 10:57:22 AM	4/6/2021 10:57:22 AM	Jenighi Powell	No Prior Versions
Request for Proposal (RFP)					No Prior Versions Request Update
Statement of Work (SOW)					No Prior Versions Request Update
Resource Distribution Table (RDT)					No Prior Versions Request Update
Acquisition Schedule Document					No Prior Versions Request Update
CDRL - Cost and Hour Report (Flexfile)					No Prior Versions Request Update
CDRL - Quantity Data Report					No Prior Versions Request Update

Upload File

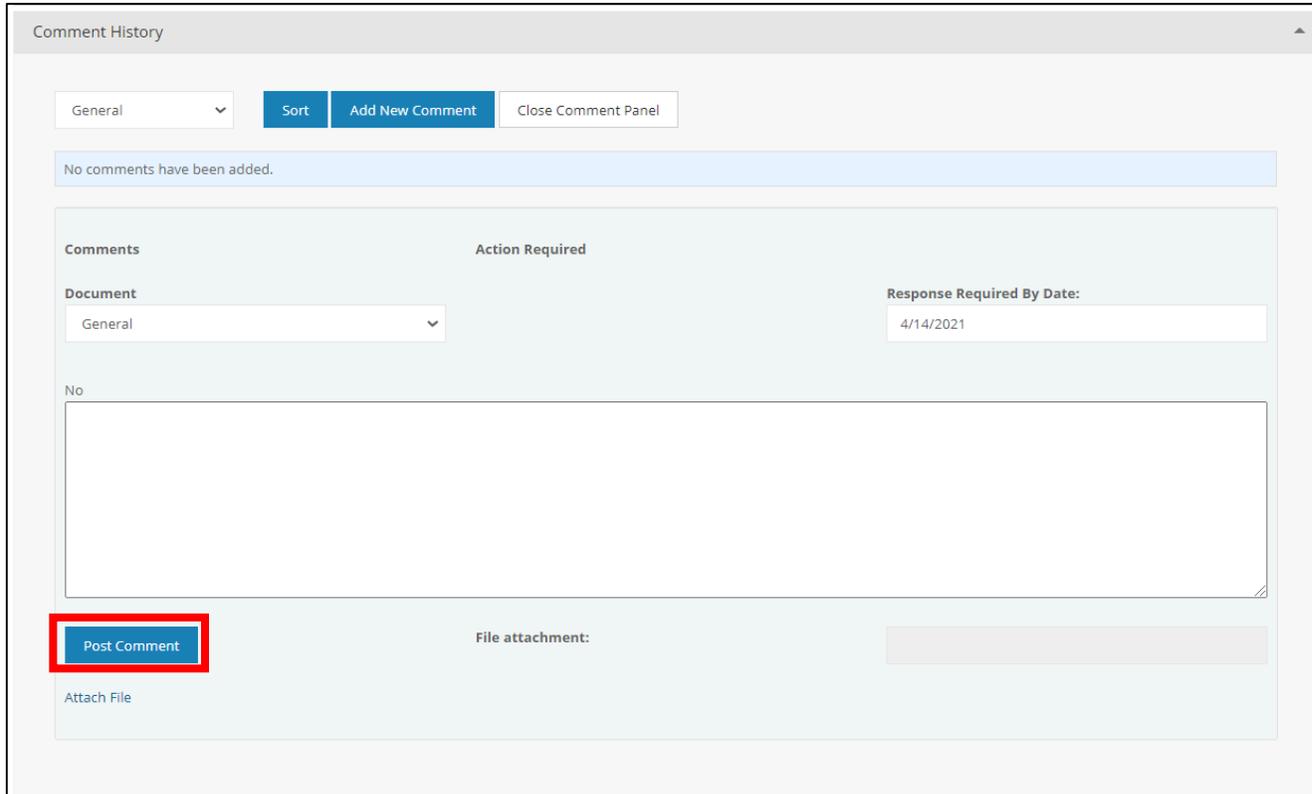
[ no files selected ]

**NOTE:** CSDR Plans should be uploaded as XML only. Uploading in other formats will result in loss of data.

1. Click on plan number assigned by DCARC
2. Click on **“Documents”** and the blue plus sign **+** to add document
3. Click **“Browse”** to search hard drive and select a file
4. Click **“Upload”** to transmit document

PPM Access &  
OverviewCreating a Plan  
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The screenshot shows a web interface titled "Comment History". At the top, there is a dropdown menu set to "General", a "Sort" button, an "Add New Comment" button, and a "Close Comment Panel" button. Below this is a light blue banner that says "No comments have been added." The main area is divided into two columns: "Comments" and "Action Required". Under "Comments", there is a "Document" dropdown menu set to "General" and a "Response Required By Date:" field with the value "4/14/2021". Below these is a large text area with the word "No" at the top. At the bottom left, a "Post Comment" button is highlighted with a red rectangle. To its right is a "File attachment:" label and a file upload area. At the bottom left, there is an "Attach File" link.

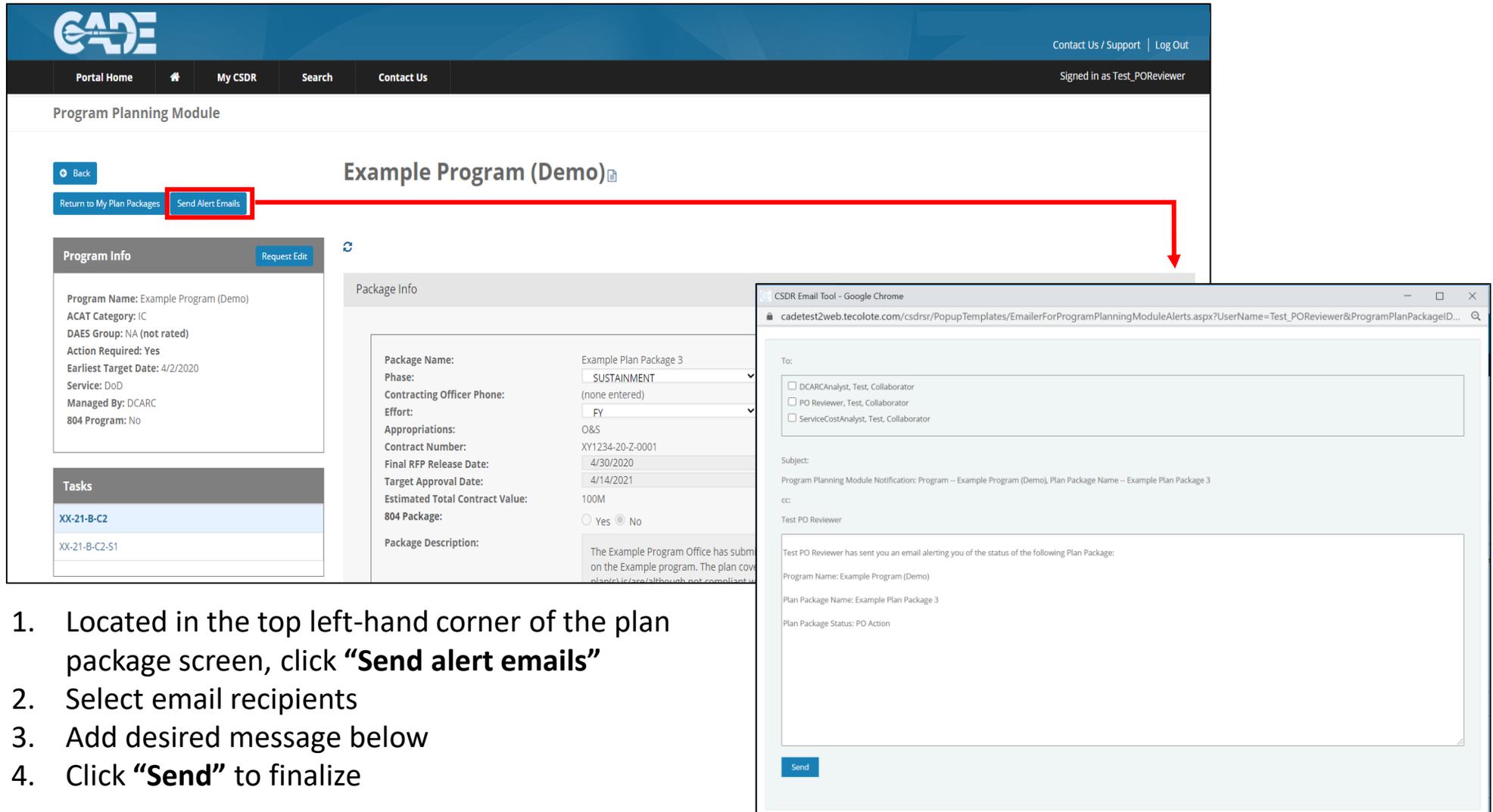
1. Under the “**Comment History**” tab, the comment can be attached to one of the required document types, or “**general.**”
2. Under “**Response Required by Date,**” enter date by which you would like to receive a response from the DCARC Analyst.
3. The comment can be added below, with or without a file attachment.
4. Click “**Post Comment**” to finalize.

PPM Access &  
Overview

Creating a Plan  
Package

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The screenshot displays the CADE Program Planning Module interface. The main heading is "Example Program (Demo)". A red box highlights the "Send Alert Emails" button, with a red arrow pointing to a preview window of the email notification. The preview window shows the following details:

- To:**
  - DCARCAAnalyst, Test, Collaborator
  - PO Reviewer, Test, Collaborator
  - ServiceCostAnalyst, Test, Collaborator
- Subject:** Program Planning Module Notification: Program -- Example Program (Demo), Plan Package Name -- Example Plan Package 3
- cc:** Test PO Reviewer
- Message Body:**

Test PO Reviewer has sent you an email alerting you of the status of the following Plan Package:

Program Name: Example Program (Demo)

Plan Package Name: Example Plan Package 3

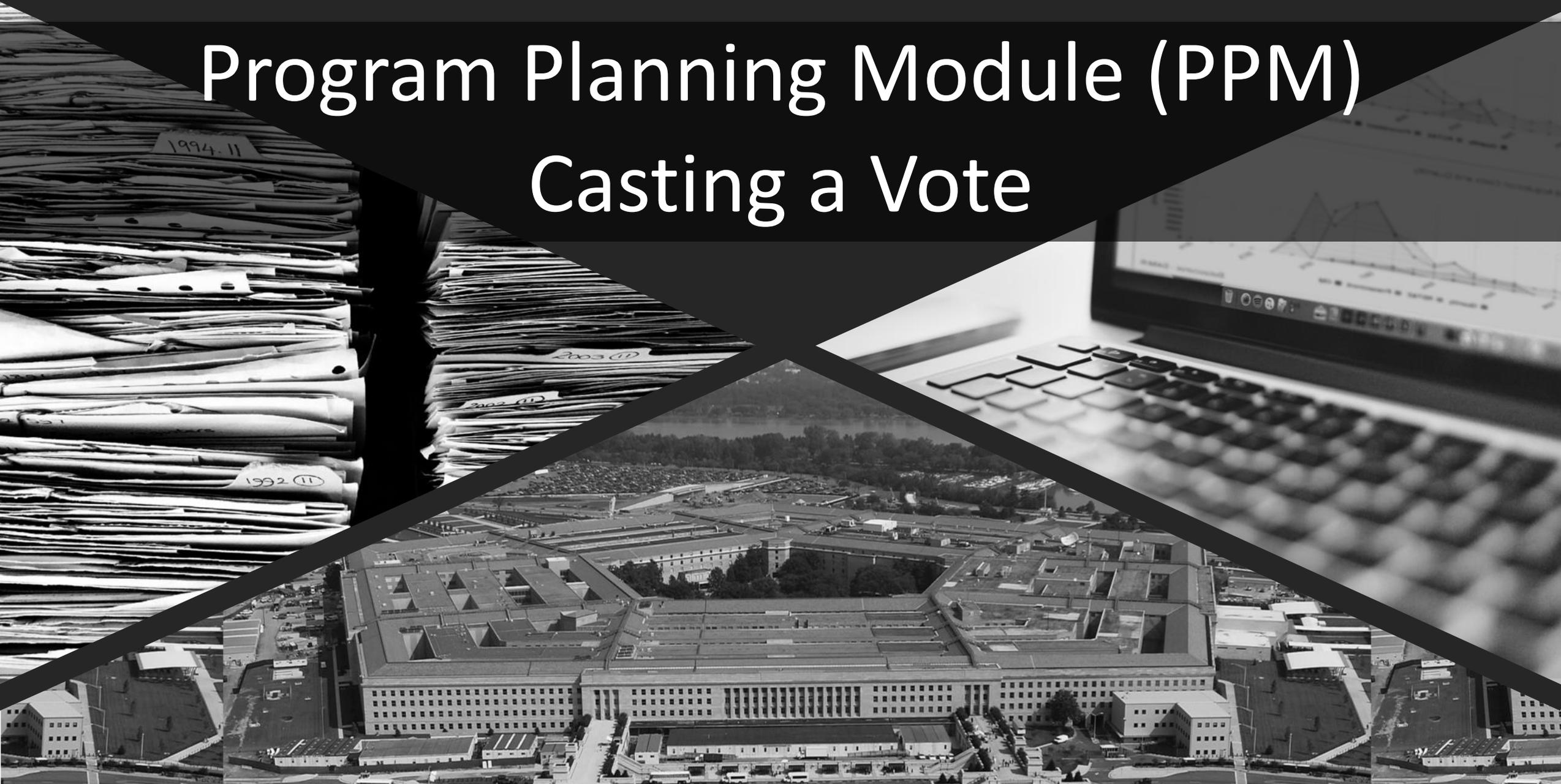
Plan Package Status: PO Action
- Send** button

The main interface also shows the following information:

- Program Info:**
  - Program Name: Example Program (Demo)
  - ACAT Category: IC
  - DAES Group: NA (not rated)
  - Action Required: Yes
  - Earliest Target Date: 4/2/2020
  - Service: DoD
  - Managed By: DCARC
  - 804 Program: No
- Package Info:**
  - Package Name: Example Plan Package 3
  - Phase: SUSTAINMENT
  - Contracting Officer Phone: (none entered)
  - Effort: FY
  - Appropriations: O&S
  - Contract Number: XY1234-20-Z-0001
  - Final RFP Release Date: 4/30/2020
  - Target Approval Date: 4/14/2021
  - Estimated Total Contract Value: 100M
  - 804 Package:  Yes  No
  - Package Description: The Example Program Office has submit...

1. Located in the top left-hand corner of the plan package screen, click **"Send alert emails"**
2. Select email recipients
3. Add desired message below
4. Click **"Send"** to finalize

# Program Planning Module (PPM) Casting a Vote



# Casting a Vote from "My Dashboard"



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

The screenshot shows the CADE Analyst Dashboard. The 'Portal Home' tab is selected in the top navigation bar. The left sidebar contains various application categories like 'Analyst', 'Data & Analytics', 'DACIMS', 'SAR Database', 'Submit & Review', 'External Sites', and 'Other'. The main content area displays several news items and a notification for 'CSDR Plan Packages - Action Required' with a 'View Details' button. An 'Add Dashboard Tile' dialog box is open, showing a list of dashboard tile options. The 'CSDR Plan Packages Action Required' tile is highlighted in blue. A red arrow points from the 'View Details' button in the dashboard to the selected tile in the dialog box.

The Analyst Dashboard is accessible from the "Portal Home" tab

Add the "CSDR Plan Packages- Action Required" tile to your dashboard and select "View Details"



Select the **"Plan Package Name"** to view the Program Planning Module view of the plan description and supporting documentation

PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

**CSDR Plan Packages**

Action Required | In Process | Planning Schedule

Items 1

Read Ahead	Plan Package Name	Program Name	Package Contents			Plan Version	CSDR Package Status	# Days in Current Status	# Days Since Development	Last Approver's Name	Last Approved Date
			Prog.	Prime	Sub						
<input type="checkbox"/>	Example Plan Package 1	Example Program (Demo)	0	1	0	New	In Vote	8	8	Test PO Reviewer	04/14/21

Check All | Uncheck All | Update Approvals | Refresh Data

Check this box and then select **"Update Approvals"** to cast your vote without opening the PPM plan package page

Select **"Refresh Data"** when you are done to remove the plan from your "Action Required" list

Select to **"Vote To Approve"** or to **"Vote to Reject"** with the plan in order to cast your vote

Vote

Your vote is required. Please submit a vote and provide a description if necessary.

Add Comment

Vote to Approve

Vote to Reject

Vote History

Name	Role	VoteDate	Vote	Comment	
DCARCAAnalyst, Test					
PO Reviewer, Test					Reset Vote
ServiceCostAnalyst, Test					



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

“In Process Monitoring” displays all the CSDR plan packages that are in the PPM being worked on by the CWIPT for your assigned program. The status of each plan package and the last approver to vote will be displayed.

CSDR Plan Packages

Action Required In Process Planning Schedule

Plan Package Name	Program Name	Package Contents			Plan Version	CSDR Package Status	# Days in Current Status	# Days Since Development	Last Approver's Name	Last Approved Date
		Prog.	Prime	Sub						
AGM-88E AARGM-ER MSI	AGM-88E AARGM - AGM-88E Advanced Anti-Radiation Guided Missile (AARGM) Program	0	1	0	New	CADE Finalization		1469	CA Director	02/06/20
AGM-88E AARGM FRP 6 and 7	AGM-88E AARGM - AGM-88E Advanced Anti-Radiation Guided Missile (AARGM) Program	0	1	1	New	CADE Finalization		1667	CA Director	02/06/20
Mikel's Test	AGM-88E AARGM - AGM-88E Advanced Anti-Radiation Guided Missile (AARGM) Program	1	0	0	New	In Vote	547	547	Test PO Reviewer	04/13/21
Retesting Bug 19047	Example (Non-ACAT I)	0	0	0		PO Action	406	406		
20.2 Test Plan Package	Example (Non-ACAT I)	0	0	0		PO Action	407	407		
20.2 Test Plan Package	Example (Non-ACAT I)	0	0	0		PO Action	407	407		
20.2 Test Plan Package	Example (Non-ACAT I)	0	0	0		Requested	407	407		
Cancelled Plan Package Test	Example (Non-ACAT I)	0	1	0	Administrative	In Vote	555	555	Test PO Reviewer	03/25/20

**NOTE:** All three tabs (Action Required, In Process and Planning Schedule) have their own tile available on the Portal Dashboard.



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

“CSDR Planning Schedule” displays a calendar view of upcoming RFP and contract award date information for your assigned program.

**CSDR Plan Packages**

Action Required | In Process | **Planning Schedule**

Select Date:

NEW CSDR PACKAGES ONLY			# CSDR Plans			SEP2017	OCT2017	NOV2017	DEC2017	JAN2018	FEB2018	MAR2018	APR2018	MAY2018
Program Name	Plan Package Name	Prog.	Prime	Sub										
Example	Request Test	0	1	0										
Example	Request Test	0	1	0										
Example	test for millier demo	0	1	0										
Example	Service Reject Test	0	1	0										
Example	P-49 Phoenix Fighter aircraft	0	1	0										
Example	bbbb	0	1	0										
Example	Test 5-16-18	0	1	0										
Example	Comments section test	0	1	0										
Example	Test 8 - Default 5-8-18	0	1	0										
Example	Test Add FlexFile Plan to Comments	0	1	0										
Example	Test Contract	0	1	0		9/1/2017				2/1/2018				
Example	New Aircraft Dev Co-Plan	0	1	0										
Example	New 2015 Co-Plan	0	1	0										
Example	S/10 Test (Lot 3 Aircraft)	0	1	0		9/1/2017								

**NOTE:** All three tabs (Action Required, In Process and Planning Schedule) have their own tile available on the Portal Dashboard.



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

- Once the plan package has the necessary documents uploaded, The DCARC Analyst will change the plan package status to **“In Vote”**.
- After the plan package has been voted on and accepted by all collaborators, the package moves to **“Service Cost Center Review”**.
- After DCARC Director approval, the plan package moves to **“DCARC Director Review”**.
- CA Director will approve the plan package, at which point the DCARC finalizes the plan.

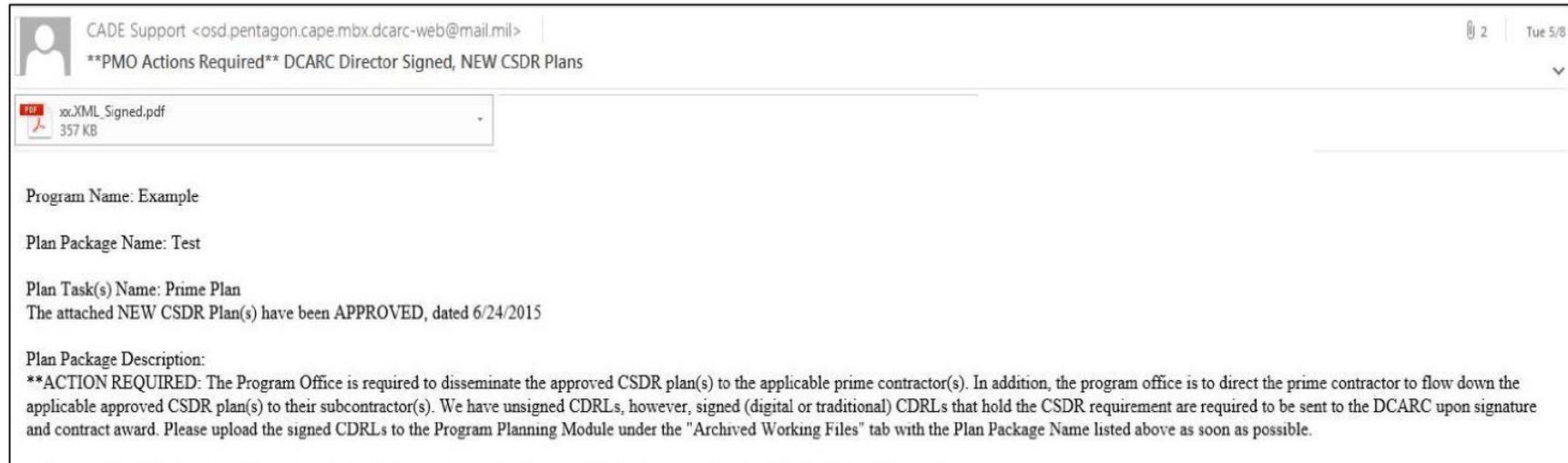
The screenshot shows the CADE Program Planning Module interface. On the left, there is a 'Program Info' sidebar with details like Program Name, ACAT Category, and Collaborators. The main area displays a table of 'Plan Packages'. One row is highlighted, showing a plan package with the status 'In Vote (Analyst Review)' in the 'Action Required' column. A red box and arrow point to this status.

This is a close-up of the 'Plan Packages' table from the previous screenshot. The 'Action Required' column for the selected row has a dropdown menu open, listing various statuses. 'In Vote (Analyst Review)' is highlighted in blue, indicating it is the selected status.

Plan Package	Identifying Task	Phase	Action Required	Reporting Entity	Contract Number	804	RFP Date
Test - Automated Emails	Step 3 of 8	In Vo	In Vote (Analyst Review)			No	
TEST-20-TEST	Testing - Automated Emails	Phase	No				
test tech data	Step 1 of 8	PO Action				No	
test tech data	test tech data	Phase	No				

PPM Access &  
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Tracking

- After the final Approver has voted to approve the plan, all CWIPT members will receive an e-mail confirmation with the final signed CSDR plan in .pdf format.

PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

CSDR Plans and supporting documentation that have been approved can be accessed through the Program’s **“Approved Documentation”** tab in the PPM.

**Example Program (Demo)**

In Process | In Finalization | **Approved Documentation** | Archived Working Files

**Plan Packages:**

Request a new Plan Package | Search:  | Status: (All) | Phase: (All) | Filter List | Reset Filter

**Action Required**

Plan Number	Identifying Task	Phase	Action Required	Reporting Entity	Contract Number	804	Approved Memo Date	CDRLs Received	In S/R?	
XX-21-C-C4	Example Plan Task 5	PROD	No	CADE Industries	XY1234-20-Z-0001		4/7/2021	No	No	

**Versions of Plans to Download**

Download as XLS: | Download as XML:

Close

Downloads the most recent version of the CSDR plan.

# Program Planning Module (PPM) Post-Contract Award Conference (PAC) Tracking



PPM Access &  
Overview

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Tracking

The PAC Tracking component allows Plans Analyst (DCARC Analyst, Collaborators & Directors) to manage and provide insight on Post-Contract Award Conferences and upload briefings & important material relating to the contract and associated CSDR Plan.

Post Award Conference (PAC)

**Post Award Conference (PAC)** Edit

Status <b>Not Yet Scheduled</b>	PAC Date	<input type="text"/>
Meeting Type <span style="float: right; color: #0070c0; text-decoration: underline;">Telecon</span>		
Location		
Attendees		
Briefing Classifications (U.S.)		
PAC Summary		
Briefs (no briefs attached)		

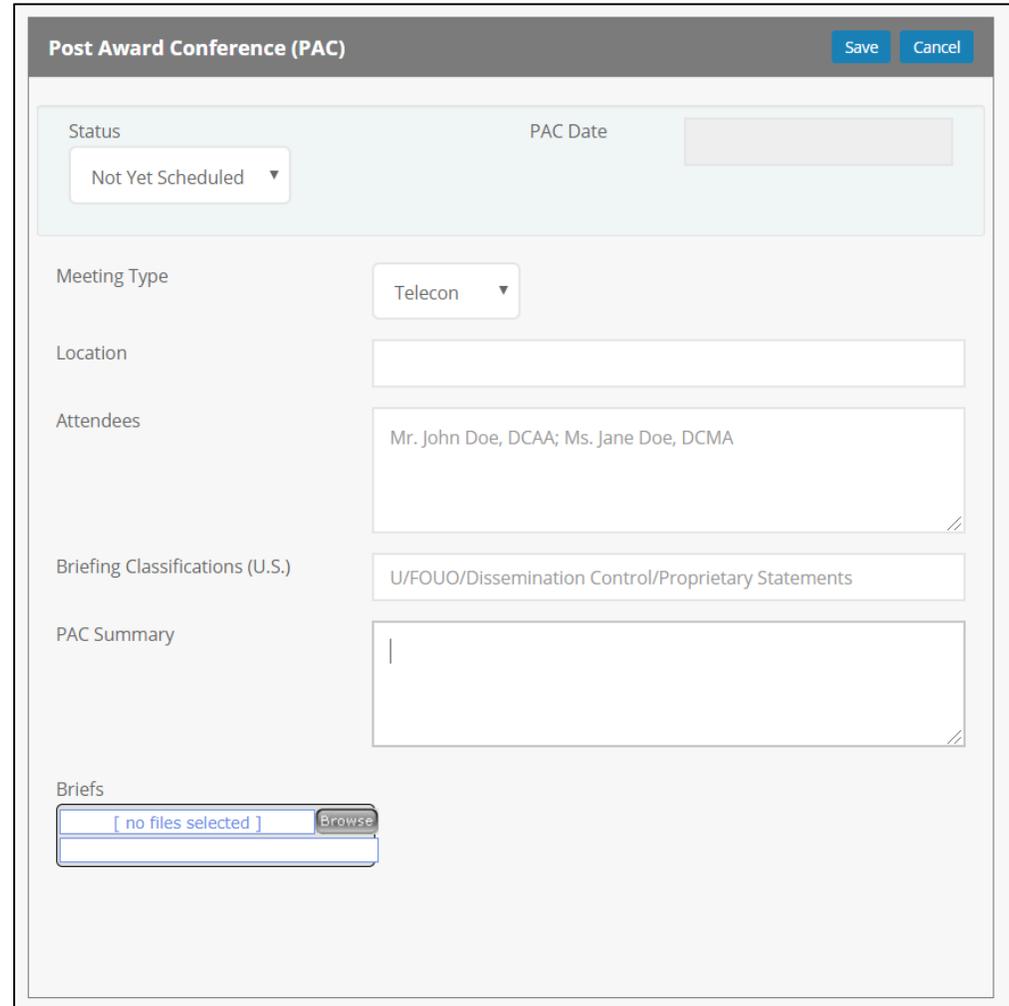
- The PAC component will appear at the bottom of the Plan Task within the PPM once a plan package and plan task(s) are created.
- PAC data can be edited to show:
  - Status (Not Yet Scheduled, Concluded, Scheduled, Not Required)
  - PAC Date
  - Meeting Type
  - Attendees
  - PAC Summary
  - Briefs
- Any type of document can be uploaded into the briefs.

PPM Access &  
Overview

Creating a Plan  
Package

Casting a Vote

Post Award  
Conference  
Tracking



The screenshot shows a web form titled "Post Award Conference (PAC)" with a "Save" and "Cancel" button in the top right corner. The form contains the following fields:

- Status:** A dropdown menu currently set to "Not Yet Scheduled".
- PAC Date:** An empty text input field.
- Meeting Type:** A dropdown menu currently set to "Telecon".
- Location:** An empty text input field.
- Attendees:** A text area containing "Mr. John Doe, DCAA; Ms. Jane Doe, DCMA".
- Briefing Classifications (U.S.):** A text area containing "U/FOUO/Dissemination Control/Proprietary Statements".
- PAC Summary:** A large empty text area.
- Briefs:** A file upload section with a text box containing "[ no files selected ]" and a "Browse" button.

- Once you select edit you will be able to edit the corresponding metadata for the PAC Tracking.
- The PAC Metadata can be edited throughout all stages of the PPM Process.

PPM Access &  
Overview

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Post Award  
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Tracking

**Post Award Conference (PAC)**
Save Cancel

Status PAC Date

Scheduled ▾

Not Yet Scheduled

Scheduled

Not Required

Concluded

Cancelled

M

Location

Attendees

Briefing Classifications (U.S.)

PAC Summary

Briefs

- The Status will always default to *Not Yet Scheduled*.
- Once you set the Status to *Scheduled* the PAC Date will be able to be set.
- Select Save to save your PAC Metadata.
- You will be able to Clone the Package and the PAC Metadata will be in the cloned package – this should be updated to ensure it reflects accurate information.

PPM Access &  
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Tracking

A PAC Tracking Dashboard Tile can be added to the analysts Portal Dashboard by selecting the + in the upper right hand corner and selecting Post Award Conferences in the Add Dashboard Tile dropdown menu and selecting the Add Tile button. This will allow analyst to see the status of upcoming PACs.

The screenshot displays the CADE Analyst Portal Dashboard. The main content area shows a list of news items and several dashboard tiles, including 'CSDR Unfinished Submissions' (180) and 'CSDR Submissions for Review' (2). A dropdown menu titled 'Add Dashboard Tile' is open, listing various dashboard tile types. The 'Post Award Conferences' option is highlighted in blue. A second 'Add Dashboard Tile' dialog box is shown in the foreground, with 'Post Award Conferences' selected in the 'Dashboard Tile Type' dropdown. The 'Add Tile' button is highlighted in blue, and the 'Close' button is visible next to it.



PPM Access & Overview

Creating a Plan Package

Casting a Vote

Post Award Conference Tracking

Program	Contract #	Plan #	PAC Status
Automated Test Program	AUTO-TEST-CONTRACT	AUTO-TEST-TASK	Not Yet Scheduled
fff		Test	Cancelled

1 - 2 of 2 items

[View Details](#) [Export](#)

- The PAC Tile will populate with the PAC Metadata from the PPM.
- Select Export to export the list of Programs and associated PAC data displayed in the dashboard tile.
- Select View Details to enter the Tile and see the corresponding metadata.
- If you select the Plan # hyperlink you will be taken to the Plan Task in the PPM.

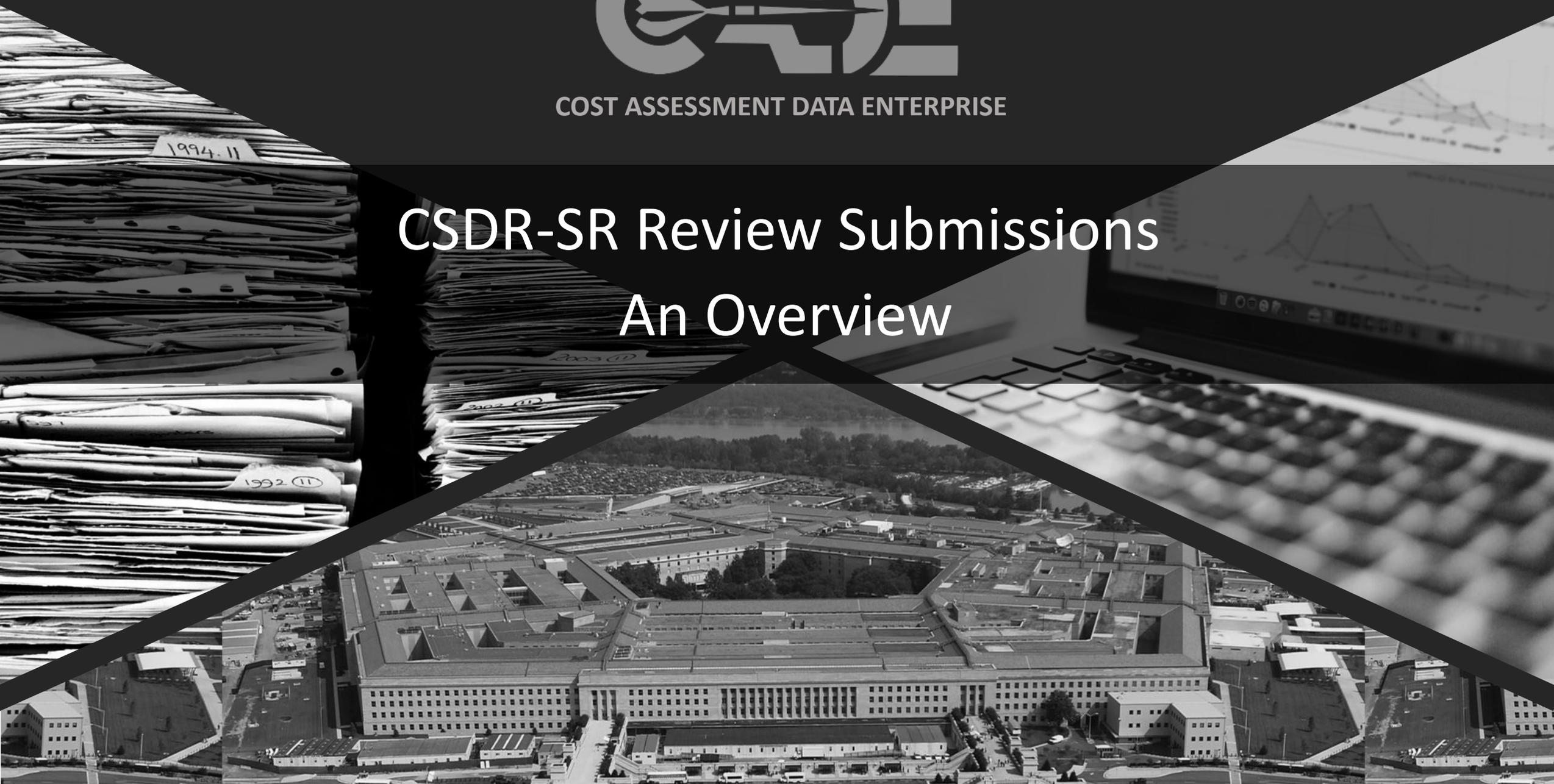
Program	Contract #	Plan Type	Plan #	Reporting Entity	Approved Mem...	Contract Award	PAC Status	PAC Date
Automated Test Prog...	AUTO-TEST-CONT...	Program Plan	<a href="#">AUTO-TEST-TASK</a>			02/24/2020	Not Yet Scheduled	
fff		Program Plan	<a href="#">Test</a>			03/31/2020	Cancelled	04/04/2020

1 - 2 of 2 items



COST ASSESSMENT DATA ENTERPRISE

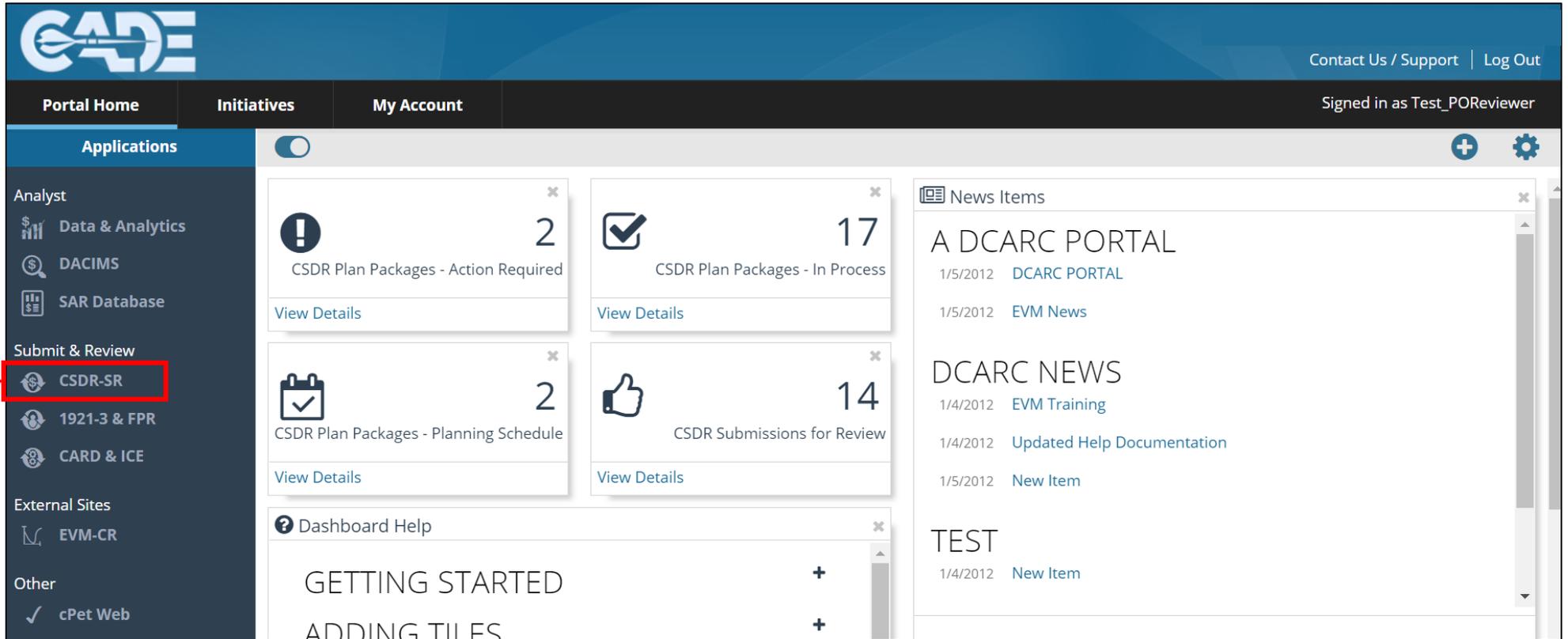
# CSDR-SR Review Submissions An Overview



## CSDR-SR Overview

Search Contracts  
&  
Approved PlansReview &  
Commenting on  
SubmissionsDate Change  
Requests

To enter the “**CSDR-SR Application**”, select “**CSDR-SR**” from the list of applications on the left panel.



The screenshot displays the CADE portal dashboard. The top navigation bar includes the CADE logo, 'Portal Home', 'Initiatives', and 'My Account' tabs. The user is signed in as 'Test\_POReviewer'. The 'Applications' menu on the left is expanded, showing categories like 'Analyst', 'Submit & Review', and 'External Sites'. The 'CSDR-SR' option under 'Submit & Review' is highlighted with a red box. The main dashboard area contains several data tiles: 'CSDR Plan Packages - Action Required' (2), 'CSDR Plan Packages - In Process' (17), 'CSDR Plan Packages - Planning Schedule' (2), and 'CSDR Submissions for Review' (14). A 'News Items' section on the right lists recent news items under 'DCARC NEWS' and 'TEST'.



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

Go to **“My CSDR”** and choose **“Review Submissions”** from the drop down to access submissions awaiting your review and view your assigned contracts.

The screenshot shows the CADE portal interface. At the top left is the CADE logo. On the right, there are links for 'Contact Us / Support' and 'Log Out'. Below the logo is a navigation bar with 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The 'My CSDR' dropdown menu is open, showing options: '> Program Planning', '> Review Submissions' (highlighted with a red box and a red arrow), '> CSDR Compliance', and '> Retrieve Files'. A tooltip for 'Review Submissions' says 'Home page used for reviewing documents'. The main content area has a background image of a helicopter and the text 'Welcome to CSDR Submit & Review'. Below this are sections for 'Reviewer Guide' and 'Submitter Guide'. A blue 'Disclaimer' box states: 'This system handles UNCLASSIFIED cost data.' Below the disclaimer is a consent statement: 'By accessing this site you acknowledge and consent that when you access Department of Defense (DoD) information systems:'. A list of conditions follows: 'You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.' and 'You consent to the following conditions: i. The government routinely monitors communications occurring on this information system, and any device attached to this information system, for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network defense, quality control, employee misconduct investigations, law enforcement investigations, and counterintelligence investigations. ii. At any time, the government may inspect and/or seize data stored on this information system and any device attached to this information system.'



COST ASSESSMENT DATA ENTERPRISE

CSDR-SR Review Submissions  
Searching for Contracts  
&  
Approved Plans



CSDR-SR Overview

Search Contracts  
&  
Approved Plans

Review &  
Commenting on  
Submissions

Date Change  
Requests

On the Submit-Review home page, click on **“Search Contracts”**

CADE Portal My CSDR **Search** Contact Us Contact Us / Support | Log Out

Signed in as Test\_POReviewer

> Search Contracts  
> Search Approved Plans

## Welcome to CSDR Submit & Review

**Reviewer Guide**  
Illustrates to reviewers how to request an account, review/comment on data submissions, view CSDR plans, and review future submission events.

**Submitter Guide**  
Illustrates to submitters how to request an account, upload documents, and view CSDR plans.

**Disclaimer** This system handles UNCLASSIFIED cost data.

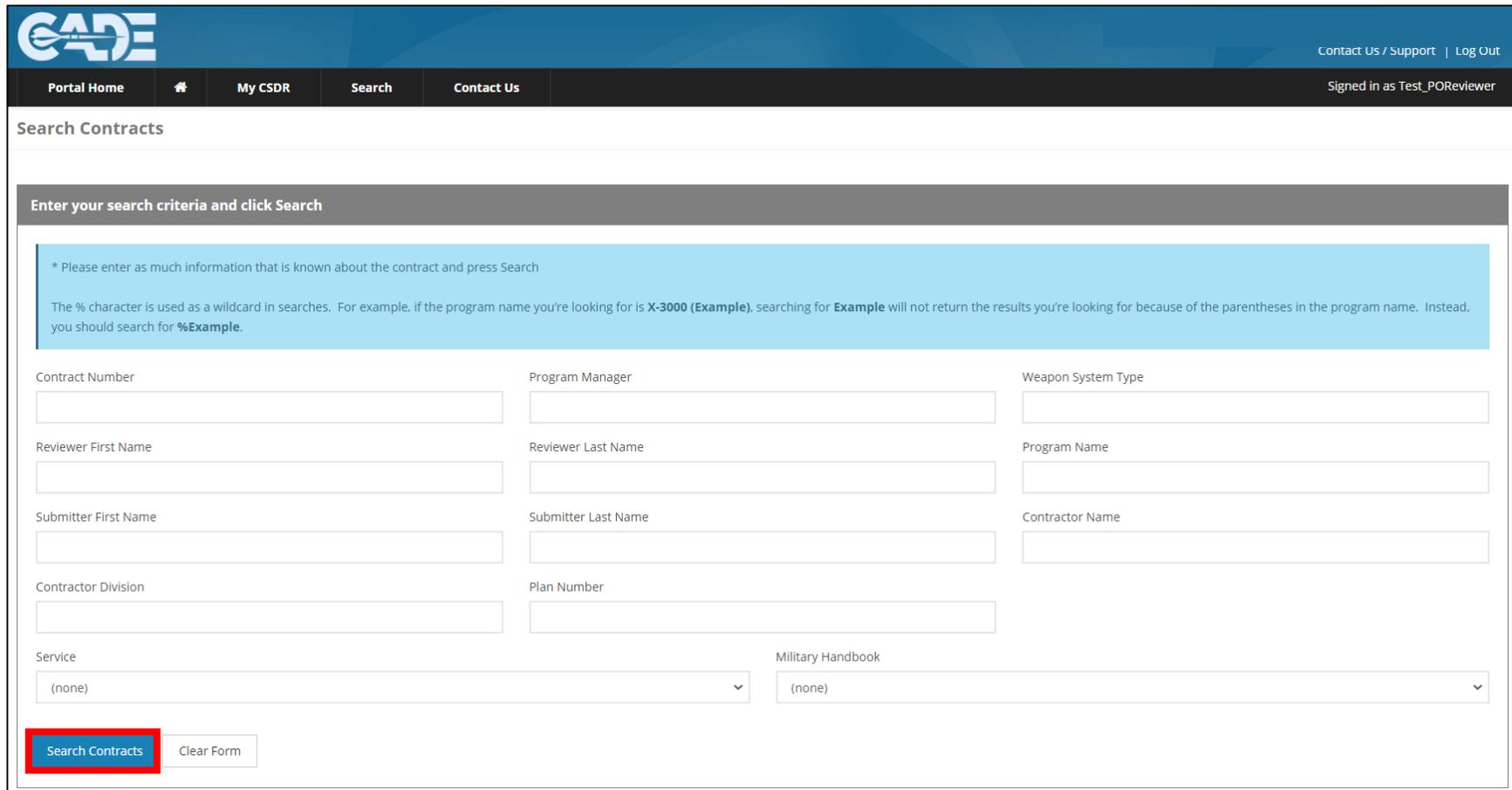
By accessing this site, you acknowledge and consent that when you access Department of Defense information systems:

- You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.
- You consent to the following conditions:
  - i. The government routinely monitors communications occurring on this information system, and any device attached to this information system, for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network defense, quality control, employee misconduct investigations, law enforcement investigations, and counterintelligence investigations.
  - ii. At any time, the government may inspect and/or seize data stored on this information system and any device attached to this information system.
  - iii. Communications occurring on or data stored on this information system, or any device attached to this information system, are not private. They are subject to routine monitoring and search.
  - iv. Any communications occurring on or data stored on this information system, or any device attached to this information system, may be disclosed or used for any U.S. Government-authorized purpose.
  - v. Security protections may be utilized on this information system to protect certain interests that are important to the government. For example, passwords, access cards, encryption or biometric access controls provide security for the benefit of the government. These protections are not provided for your benefit or privacy and may be modified or eliminated at the government's discretion.

CSDR-SR Overview

Search Contracts  
&  
Approved PlansReview &  
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Enter your search criteria in the fields and click **“Search Contracts”** to search your available contracts



The screenshot shows the CADE web application interface for searching contracts. At the top, there is a navigation bar with the CADE logo on the left and links for 'Contact Us / Support' and 'Log Out' on the right. Below the navigation bar is a menu with 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The 'Search' menu item is highlighted. The main content area is titled 'Search Contracts' and contains a form with the following fields:

- Contract Number
- Program Manager
- Weapon System Type
- Reviewer First Name
- Reviewer Last Name
- Program Name
- Submitter First Name
- Submitter Last Name
- Contractor Name
- Contractor Division
- Plan Number
- Service (dropdown menu, currently set to '(none)')
- Military Handbook (dropdown menu, currently set to '(none)')

At the bottom of the form, there are two buttons: 'Search Contracts' (highlighted with a red border) and 'Clear Form'.

Instructions and tips are provided in a light blue box:

- \* Please enter as much information that is known about the contract and press Search
- The % character is used as a wildcard in searches. For example, if the program name you're looking for is X-3000 (Example), searching for Example will not return the results you're looking for because of the parentheses in the program name. Instead, you should search for %Example.



Government analyst and DCARC analyst now have access to approved plans on a single page. This feature can be added by going to CSDR-SR and selecting **“Search Approved Plans”** from the Search dropdown menu

CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with the CADE logo on the left and 'Contact Us / Support | Log Out' on the right. Below the navigation bar, there is a secondary menu with 'CADE Portal', 'My CSDR', 'Search', and 'Contact Us'. The 'Search' menu is open, showing two options: '> Search Contracts' and '> Search Approved Plans'. The 'Search Approved Plans' option is highlighted with a red box. Below the navigation bar, there is a large banner with the text 'Welcome to CSDR Submit & Review' and an image of a military aircraft. Below the banner, there are two sections: 'Reviewer Guide' and 'Submitter Guide'. To the right of these sections, there is a 'Disclaimer' box and a section titled 'By accessing this site, you acknowledge and consent that when you access Department of Defense information systems:' followed by a list of conditions.



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

**Search Approved Plans**

Clear All

Plan Number: (All) Program Name: (All) Service: (All) Commodity: (All)

Contract Task: (All) Phase: (All) Reporting Contractor: (All) Contract Number: (All)

**Approved CSDR Plans**

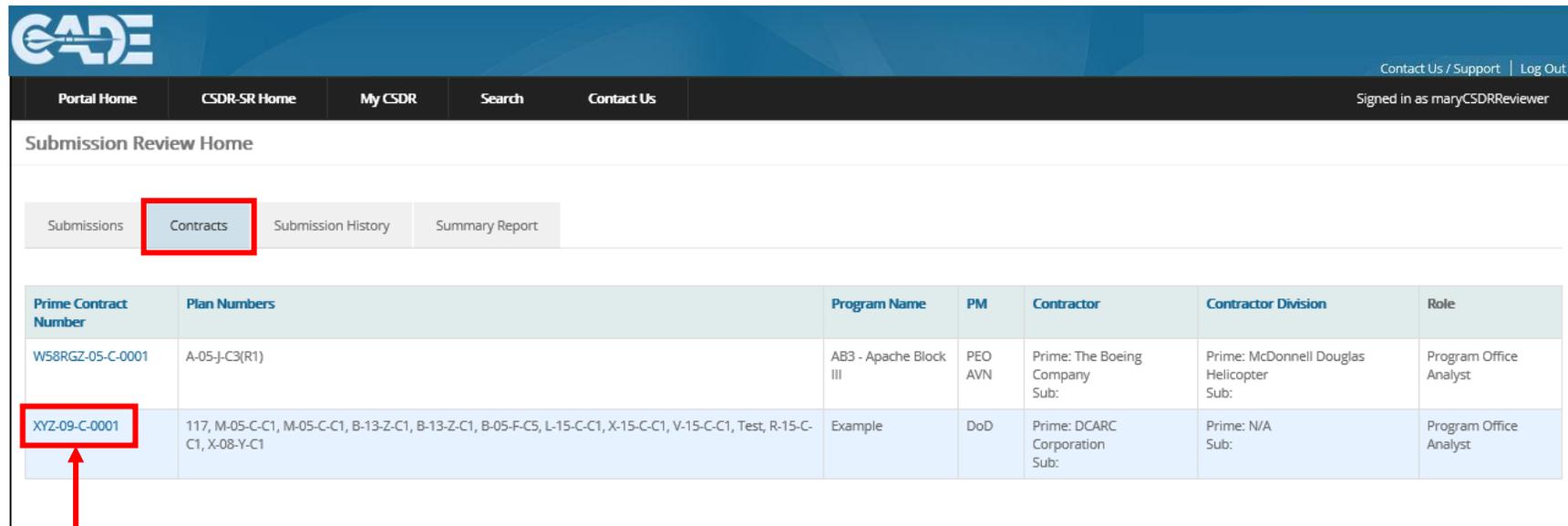
Program Name	Plan Number	Contract Task	Phase	Service	Reporting Contractor	Contract Number	Date Approved	Download
3DELRR - Three-Dimensional Expeditionary Long-Range Radar	A-05-G-C8	GMLRS/GMLRS AW,FRP GMLRS,FRP 7	LRIP	AIR FORCE	501st ACSS	TEST	12/10/2013	<a href="#">PDF</a> <a href="#">Excel</a> <a href="#">XML</a>
3DELRR - Three-Dimensional Expeditionary Long-Range Radar	N-08-A-C3	AGM-88E AARGM Missile System LRIP 3	EMD	AIR FORCE	501st ACSS	REAS	08/01/2012	<a href="#">PDF</a> <a href="#">Excel</a> <a href="#">XML</a>
AAG - Advanced Arresting Gear Program	BRAD'S PLAN 1	Search and Destruct	EMD	DOD	Javelin Joint Venture	BRAD'S TEST	04/13/2017	<a href="#">PDF</a> <a href="#">Excel</a> <a href="#">XML</a>
AAG - Advanced Arresting Gear Program	JULIE	Search and Destruct	EMD	DOD	Javelin Joint Venture	BRAD'S TEST	04/13/2017	<a href="#">PDF</a> <a href="#">Excel</a> <a href="#">XML</a>

- Analyst can use the metadata filters to narrow their search
- The plans can be downloaded and searched here; Analyst can download PDF, Excel and XML versions of the plan
- Plans will be displayed on this list once they plan is Approved and pushed to the SR by the DCARC Analyst

CSDR-SR Overview

Search Contracts  
&  
Approved PlansReview &  
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SubmissionsDate Change  
Requests

- To access the CSDR plans the DCARC has on file for your contracts you must access the Contract Detail screen for each contract
- You can access the Contract Detail screen by clicking on the contract number hyperlink on the **“Contracts”** tab on Submission Review Home page:



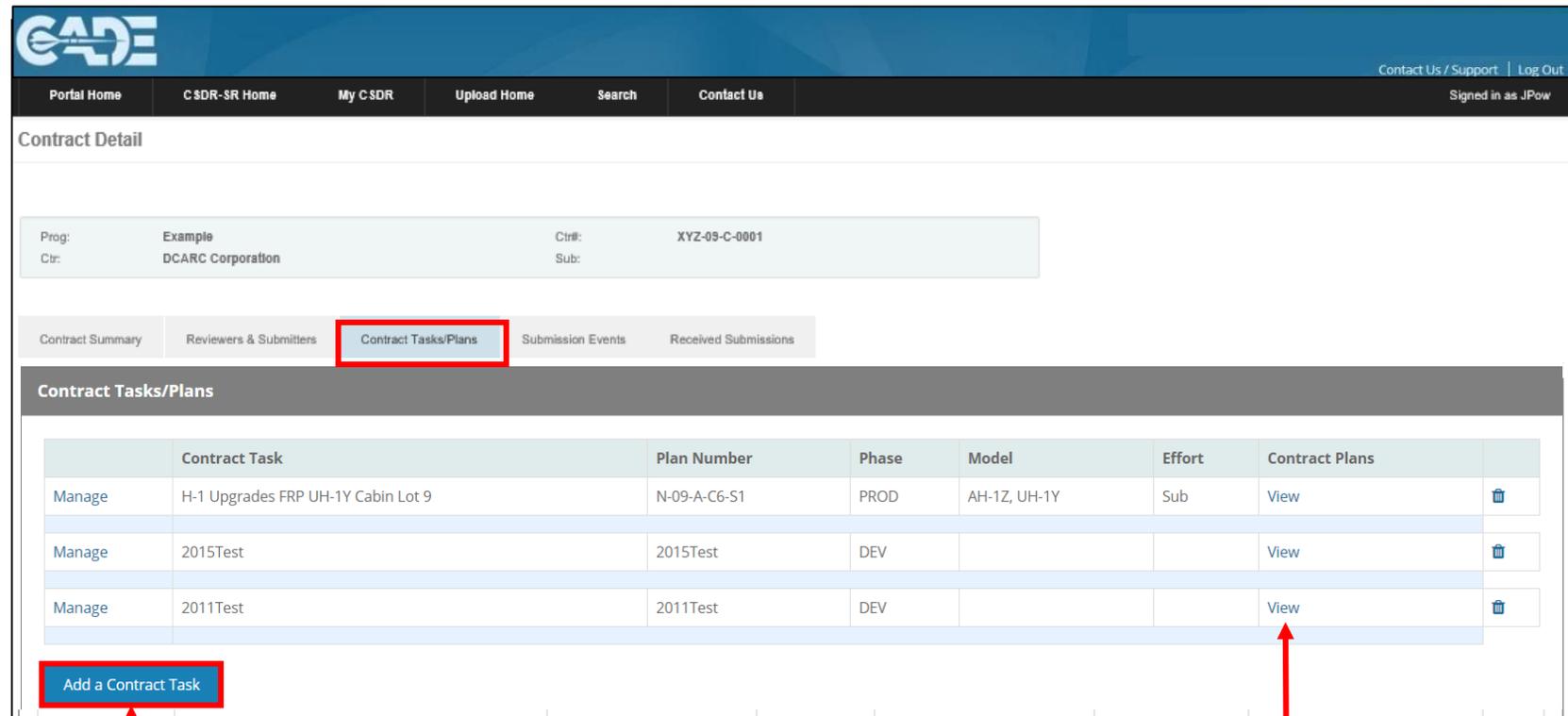
Prime Contract Number	Plan Numbers	Program Name	PM	Contractor	Contractor Division	Role
W58RGZ-05-C-0001	A-05-J-C3(R1)	AB3 - Apache Block III	PEO AVN	Prime: The Boeing Company Sub:	Prime: McDonnell Douglas Helicopter Sub:	Program Office Analyst
<b>XYZ-09-C-0001</b>	117, M-05-C-C1, M-05-C-C1, B-13-Z-C1, B-13-Z-C1, B-05-F-C5, L-15-C-C1, X-15-C-C1, V-15-C-C1, Test, R-15-C-C1, X-08-Y-C1	Example	DoD	Prime: DCARC Corporation Sub:	Prime: N/A Sub:	Program Office Analyst

Click on the Prime Contract Number to view the Contract Details

CSDR-SR Overview

Search Contracts  
&  
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Requests

From the Contract Detail screen select the **“Contract Tasks/Plans”** tab



The screenshot shows the CADE web application interface. At the top, there is a navigation bar with the CADE logo and links for 'Portal Home', 'CSDR-SR Home', 'My CSDR', 'Upload Home', 'Search', and 'Contact Us'. The user is signed in as 'JPow'. Below the navigation bar, the 'Contract Detail' section is visible. It includes a header with 'Contract Summary', 'Reviewers & Submitters', 'Contract Tasks/Plans' (highlighted with a red box), 'Submission Events', and 'Received Submissions'. Below this, there is a table of contract tasks. The table has columns for 'Contract Task', 'Plan Number', 'Phase', 'Model', 'Effort', and 'Contract Plans'. The first row shows 'H-1 Upgrades FRP UH-1Y Cabin Lot 9' with 'View' and a trash icon. The second row shows '2015Test' with 'View' and a trash icon. The third row shows '2011Test' with 'View' and a trash icon. Below the table, there is a button labeled 'Add a Contract Task' (highlighted with a red box). A red arrow points from the 'View' link in the first row to the text below.

	Contract Task	Plan Number	Phase	Model	Effort	Contract Plans	
Manage	H-1 Upgrades FRP UH-1Y Cabin Lot 9	N-09-A-C6-S1	PROD	AH-1Z, UH-1Y	Sub	View	
Manage	2015Test	2015Test	DEV			View	
Manage	2011Test	2011Test	DEV			View	

Click here to add  
contract tasks

Click **“View”** to download the  
XML and Excel versions of the  
approved CSDR Plan



COST ASSESSMENT DATA ENTERPRISE

# CSDR-SR Review Submissions





CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

The **“Submissions”** tab displays all submissions associated with the Reviewer’s assigned contracts.

**Submission Review Home**

Submissions | Contracts | Submission History | Summary Report

Submissions Filtered By My Review Decisions

Open Submissions

Program	Prime Contract Number	Contractor Name	Approved Plan Number	Submission Number	Resubmission Number	Submission Event Name	As Of Date	SR ID #	Due Date	Received Date	Status
Example	XYZ-09-C-1234	DCARC Corporation	TEST-1	8	0	Jen Test	7/16/2014	5464	7/16/2014	8/14/2014	Signed
Example	XYZ-09-C-1234	DCARC Corporation	X-15-C-C1	1	0	cPet Demo - Errors	12/1/2015	14080	2/1/2016		In Process: Ctr



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

The “**Contracts**” tab displays all contracts assigned to the Lead Reviewer.

Prime Contract Number	Plan Numbers	Program Name	PM	Contractor	Contractor Division	Role
TBD	N-09-A-C6-S1, 2015Test, 2011Test	Example	Joe	Prime: DCARC Corporation Sub:	Prime: N/A Sub:	PO Analyst

**NOTE:** If there are no contracts listed here, please email [CADESUPPORT@TECOLOTE.COM](mailto:CADESUPPORT@TECOLOTE.COM) with your contract number.



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

The **“Submission History”** tab displays a record of all submissions made to the Reviewer’s assigned contracts.

**Submission Review Home**

Submissions | Contracts | **Submission History** | Summary Report

**Search Submission History**

Submission ID:  Contract Number:   
 Submission Status: Any Status Program: All Programs  
 As Of Date After:  As Of Date Before:

[Search Submissions](#)

[Hide Search History Criteria](#)

Submission ID	As Of Date	Submission Event	Submission Date	Prime Contract Number	Plan Number	Task	Last Status Date	Last Status Set By	Status
44296	6/9/2020	Final Review	6/1/2020	W15P7T-04-C-J409	Test	Test	9/15/2020	James Kirst	Final Review



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

On the **“Summary Report”** tab, select **“View Report”** or **“Export to Excel”** to see a summary of all submissions for your assigned contracts:

**Submission Review Home**

Submissions | Contracts | Submission History | **Summary Report**

**Summary Report**

**View Report** | Export to Excel |  - Legacy Summary Report

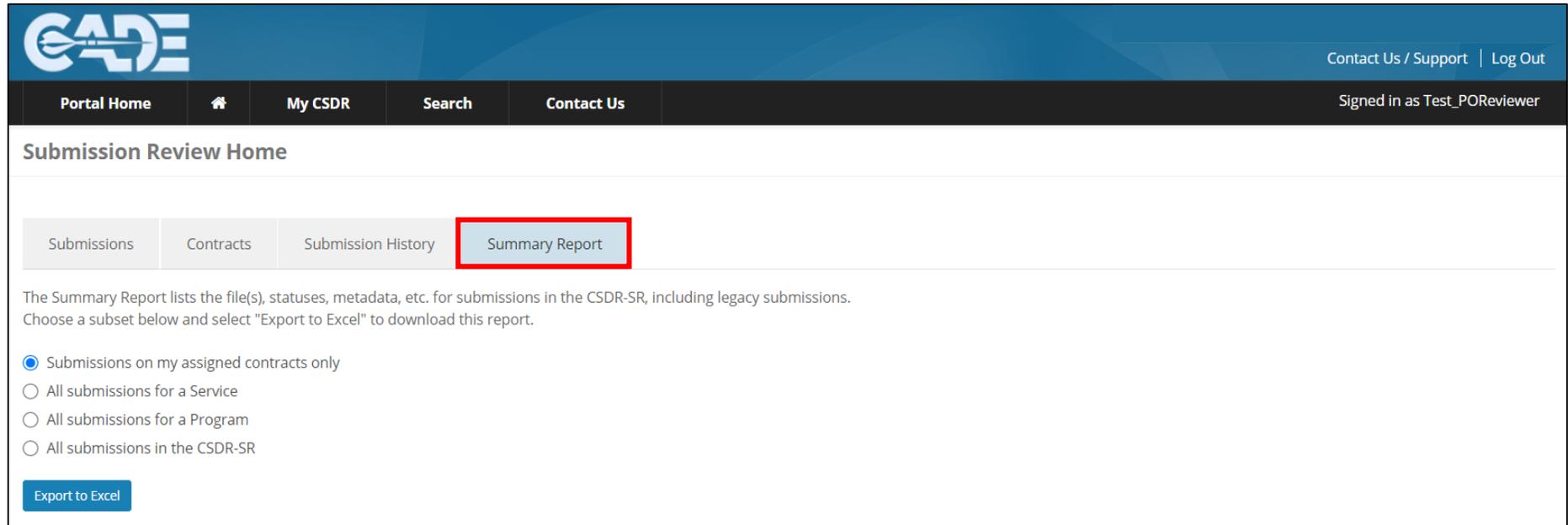
Service: All Services Included

Contract #	Program	Contractor	Sub Contractor	Task Name	Approved Plan #	Sub #	Resub #	Form	Reporting Event	As Of Date	Due Date	Received	Status	Memo Date	Is Legacy
N0000-00-0001	Death Star Program (Testing Purposes)	501st ACSS			A-15-D-C1	1	0	CWBS Dictionary	Initial CWBS Submission	8/14/2012	8/14/2012		Late Submit		

CSDR-SR Overview

Search Contracts  
&  
Approved PlansReview &  
Commenting on  
SubmissionsDate Change  
Requests

On the “**Summary Report**” tab, Analyst can choose to export a subset or all data available in the Summary Report



The screenshot shows the CADE web application interface. At the top, there is a blue header with the CADE logo on the left and "Contact Us / Support | Log Out" on the right. Below the header is a navigation bar with "Portal Home", "My CSDR", "Search", and "Contact Us" buttons. The main content area is titled "Submission Review Home" and contains a tabbed interface with "Submissions", "Contracts", "Submission History", and "Summary Report" tabs. The "Summary Report" tab is highlighted with a red border. Below the tabs, there is a text block: "The Summary Report lists the file(s), statuses, metadata, etc. for submissions in the CSDR-SR, including legacy submissions. Choose a subset below and select 'Export to Excel' to download this report." Below this text are four radio button options: "Submissions on my assigned contracts only" (selected), "All submissions for a Service", "All submissions for a Program", and "All submissions in the CSDR-SR". At the bottom left of the content area is a blue "Export to Excel" button.



CSDR-SR Overview

Search Contracts & Approved Plans

Review & Commenting on Submissions

Date Change Requests

The **“Submissions”** tab shows all submissions on your assigned contracts that are awaiting review.

Submission Review Home

Submissions | Contracts | Submission History | Summary Report

Submissions Filtered By My Review Decisions

Open

Program	Prime Contract Number	Contractor Name	Approved Plan Number	Submission Number	Resubmission Number	Submission Event Name	As Of Date	SR ID #	Due Date	Received Date	Status	SE Comment	Role
Example	XYZ-09-C-0001	DCARC Corporation	D-09-Z-C1	1	0	Initial CWBS	11/26/2010	1541	3/1/2009	1/22/2016	In Process: Ctr	Full Comment	DCARC Analyst
Example	XYZ-09-C-0001	DCARC Corporation	D-09-Z-C1	3	0	Final Lot 3 Report	12/31/2010	1575	6/30/2012	12/1/2010	Signed	Full Comment	DCARC Analyst
Death Star Program (Testing Purposes)	N0000-00-0001	501st ACSS	A-15-D-C1	2	0	Initial Report	11/28/2015	1743	8/14/2012	11/10/2015	In Process: Ctr	Full Comment	DCARC Analyst

Click on the Submission ID Number to view the submission.

Submissions awaiting review are shown here.



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Select the **View All Metadata** button to open a popup window that displays the **Submission**

The screenshot shows the CADE web application interface. On the left, the 'Submission Detail' page displays program information for 'Example XYZ-09-C-12'. A red box highlights the 'View All Metadata' button. A red arrow points from this button to a 'Submission Metadata' popup window. The popup window contains several sections: 'Submission Information' with fields like Submission ID (44162), Submission Event (Initial Review), and Submission Date (9/4/2019); 'Point of Contact Information' with fields for Name, Phone, Fax, and Email; 'Submission Event' with details for event number 1 and name 'Initial Review'; and 'Contract Summary' with fields for Contractor Name (DCARC Corporation), Prime/Sub (Prime), and Contract Type (CPAF).

The Submission Metadata window displays Submission Information, Point of Contact Information, Submission Event and Contract Summary.

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Select the **Files** tab to review submissions other than CCDRs such as CWBS Dictionaries and SRDR reports.

The screenshot shows the CADE Submission Detail page. At the top, there is a navigation bar with 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The user is signed in as 'Test\_POReviewer'. The main content area is titled 'Submission Detail' and includes navigation buttons for 'Back', 'Previous', and 'Next'. Below this, submission metadata is displayed in two columns:

Program:	Example	Submission ID:	44197
Ctr#:	XYZ-09-C-1234	Status:	DIRECTOR REVIEW
Reporting Ctr:	TBD	Plan:	AF-05-D-C1-S2(R1) AF-05-D-C1-S2(R1) AF-05-D-C1-S2(R1)
Prime/Sub:	Prime	Event:	Final Lot 4 Reports, F33657-02-C-0010, 180 days af
Sub Date:	10/12/2021	Event #:	5
As Of Date:	9/5/2021	Resubmit #:	1

A 'View All Metadata' button is located below the metadata. Below the metadata, there are four tabs: 'Files', 'Validation', 'Reviewers', and 'Compliance Comments'. The 'Files' tab is highlighted with a red box. Below the tabs is a 'Submission Files' section containing a table:

File Name	File Type	File Comment	Created Date	Replacement File	Replacement Comment
Demo 1921-1.1921_1.xml	1921-1		11/27/2019 8:21:38 AM		
Demo 1921.1921.xml	1921		11/27/2019 8:21:09 AM		

In the bottom right corner of the table, there is a red box around the file management icons (edit and delete), with a red arrow pointing to it from above.

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On the Validation tab the Reviewer selects the **“CCDR Report Name”** in order to review the list of all major/minor errors found in the submission and view report data.

The screenshot shows the 'Validation' tab in the CADE system. At the top, there are tabs for 'Files', 'Validation', 'Reviewers', and 'Compliance Comments'. Below this is a section titled 'Validate: Review Results' with an 'Export CCDR Report Data' button. A table lists various reports, with the 'Test' report highlighted. Below the table, there are tabs for 'Major Errors (5)', 'Minor Errors (9)', 'History', 'View Reports', and 'References'. A text box explains that clicking 'View Reports' leads to a 'View Report Data' button, which is also highlighted.

CCDR Report Name	1921 File	1921-1 File	1921-2 File	1921-5 File	Major Error Count	Minor Error Count	File(s) Current	Date Report Generated	
Test	Demo 1921.1921.xml	Demo 1921-1.1921_1.xml			5	9	<input checked="" type="checkbox"/>	2/22/2021 10:43:45 AM	

**On the View Report tab click View Report Data to view the Data Reports for the 1921, 1921-1/5, 1921-2**

Summary Elements To Date	Final Lot 4 Reports, F33657-02-C-0010, 180 days af
Report Name:	Test
Generation Date:	11/27/2019
Generated by:	Rebecca Fredericksen
Click to View Data Report	View Report Data



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Major Errors (24) Minor Errors (11) History **View Reports** References

Contract Data Report Data

Report Name: test

Header Data 1921 Cost Data 1921-1 Cost Data

Export to Excel

MAJOR PROGRAM

PRIME MISSION PRODUCT

REPORTING ORGANIZATION TYPE

NAME/ADDRESS (Include ZIP Code)

APPROVED PLAN NUMBER

CUSTOMER (Direct-reporting subcontract)

CONTRACT TYPE

CONTRACT PRICE

CONTRACT CEILING

TYPE ACTION

PERIOD OF PERFORMANCE

Contract Data Report Data

Report Name: test

Header Data 1921 Cost Data 1921-1 Cost Data

Formatted File Export Export to Excel

WBS ELEMENT CODE	WBS REPORTING ELEMENTS	NUMBER OF UNITS TO DATE	COSTS INCURRED TO DATE (thousands of U.S. Dollars)			NUMBER OF UNITS AT COMPLETION	COSTS INCURRED AT COMPLETION (thousands of U.S. Dollars)		
			NONRECURRING	RECURRING	TOTAL		NONRECURRING	RECURRING	TOTAL
1.0	Space System	0.0	\$419000.0	\$492000.0	\$4682000.0	1.0 / 1.0	\$2819000.0	\$1407000.0	\$29597000.0
1.1	S&I/PM and Other Common Elements	0.0	\$250000.0	\$250000.0	\$500000.0	1.0	\$1250000.0	\$290000.0	\$1540000.0
1.2	Space Vehicle (L... as required)	0.0							
1.2.1	S&I/PM and Other Common Elements	0.0							
1.2.2	Spacecraft Bus	0.0							
1.2.2.1	Integration, Assembly, Test and Checkout	0.0							
1.2.2.2	Telemetry, Tracking, and Command Subsystem	0.0							
1.2.3	Communication / Payload	0.0							
1.2.3.1	Communication	0.0							
1.2.3.1.1	UHF Antenna Subsystem	0.0							
1.2.3.1.2	KA Antenna Subsystem	0.0							
1.2.3.2	Payload	0.0							
1.2.3.2.1	Lepacy Subsystem	0.0							
1.2.3.2.2	KA to UHF Subsystem	0.0							
1.2.4	Booster Adapter	0.0							
1.2.5	Space Vehicle Storage	0.0							

The Reviewer should review the cost data under **“View Reports”** to check for missing or incorrect data.

Contract Data Report Data

Report Name: test

Header Data 1921 Cost Data 1921-1 Cost Data

Formatted File Export Export to Excel

WBS ELEMENT: 1.0 Space System NUMBER OF UNITS TO DATE: 0.0 NUMBER OF UNITS AT COMPLETION: 1.0 / 1.0

Hours Type:  Thousands  Whole

	To Date			At Completion			
	Nonrecurring	Recurring	Total	Nonrecurring	Recurring	Total	
<b>Engineering</b>							
(1) Direct Engineering Labor Hours		2000.0	1000.0	3000.0	3000.0	4000.0	7000.0
(2) Direct Engineering Labor Dollars	\$100000.0	\$100000.0	\$100000.0	\$500000.0	\$200000.0	\$520000.0	\$520000.0
(3) Engineering Overhead Dollars	\$200000.0	\$150000.0	\$215000.0	\$800000.0	\$250000.0	\$825000.0	\$825000.0
(4) Total Engineering Dollars	\$300000.0	\$250000.0	\$325000.0	\$1300000.0	\$450000.0	\$1345000.0	\$1345000.0
<b>Manufacturing Operations</b>							
(5) Direct Tooling Labor Hours	0.0	0.0	0.0	0.0	0.0	0.0	0.0
(6) Direct Tooling Labor Dollars	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0



To view the formatted file version of the 1921 and 1921-1 reports, Select the **Formatted File Export** button on the Validation Report table.

This will open an excel version of the reports.

Contract Data
Report Data

Header Data
1921 Cost Data
1921-1 Cost Data

Formatted File Export
Export to Excel

WBS ELEMENT CODE	WBS REPORTING ELEMENTS	NUMBER OF UNITS	COSTS INCURRED TO DATE (thousands of U.S. Dollars)				COSTS INCURRED AT COMPLETION (thousands of U.S. Dollars)			
A	B	C	NONRECURRING D	RECURRING E	TOTAL F	NUMBER OF UNITS AT COMPLETION G	NONRECURRING H	RECURRING I	TOTAL J	
1.0	Space System	0.0	\$418,000.0	\$48,200.0	\$466,200.0	10	\$2,618,000.0	\$140,700.0	\$2,758,700.0	
1.1	SEIT/PM and Other Common Elements	0.0	\$25,000.0	\$25,000.0	\$50,000.0	10	\$125,000.0	\$23,000.0	\$148,000.0	
1.2	Space Vehicle (1...n as required)	0.0	\$223,000.0	\$13,200.0	\$236,200.0	10	\$1,323,000.0	\$57,200.0	\$1,380,200.0	
1.2.1	SEIT/PM and Other Common Elements	0.0	\$24,000.0	\$5,000.0	\$29,000.0	10	\$29,000.0	\$3,000.0	\$32,000.0	
1.2.2	Spacecraft Bus	0.0	\$22,000.0	\$2,500.0	\$24,500.0	10	\$222,000.0	\$10,500.0	\$232,500.0	
1.2.2.1	Integration, Assembly, Test and Checkout	0.0	\$12,000.0	\$2,000.0	\$14,000.0	10	\$112,000.0	\$6,000.0	\$118,000.0	
1.2.2.2	Telemetry, Tracking, and Command Subsystem	0.0	\$10,000.0	\$500.0	\$10,500.0	10	\$110,000.0	\$4,500.0	\$114,500.0	
1.2.3	Communication / Payload	0.0	\$24,000.0	\$0.0	\$24,000.0	10	\$424,000.0	\$16,000.0	\$440,000.0	
1.2.3.1	Communication	0.0	\$17,000.0	\$0.0	\$17,000.0	10	\$217,000.0	\$8,000.0	\$225,000.0	
1.2.3.1.1	UHF Antenna Subsystem	0.0	\$8,000.0	\$0.0	\$8,000.0	10	\$108,000.0	\$4,000.0	\$112,000.0	
1.2.3.1.2	KA Antenna Subsystem	0.0	\$9,000.0	\$0.0	\$9,000.0	10	\$109,000.0	\$4,000.0	\$113,000.0	
1.2.3.2	Payload	0.0	\$7,000.0	\$0.0	\$7,000.0	10	\$207,000.0	\$8,000.0	\$215,000.0	
1.2.3.2.1	Legacy Subsystem	0.0	\$2,000.0	\$0.0	\$2,000.0	10	\$193,000.0	\$4,000.0	\$197,000.0	
1.2.3.2.2	KA to UHF Subsystem	0.0	\$4,000.0	\$0.0	\$4,000.0	10	\$194,000.0	\$4,000.0	\$198,000.0	
1.2.4	Booster Adapter	0.0	\$5,000.0	\$200.0	\$5,200.0	10	\$195,000.0	\$4,200.0	\$199,200.0	
1.2.5	Space Vehicle Storage	0.0	\$4,000.0	\$500.0	\$4,500.0	10	\$194,000.0	\$4,500.0	\$198,500.0	
1.2.6	Launch Systems Integration	0.0	\$50,000.0	\$2,000.0	\$52,000.0	10	\$195,000.0	\$6,000.0	\$201,000.0	
1.2.7	Launch Operations & Mission Support	0.0	\$100,000.0	\$3,000.0	\$103,000.0	10	\$200,000.0	\$7,000.0	\$207,000.0	
1.3	Ground (1...n as required)	0.0	\$128,000.0	\$7,000.0	\$135,000.0	10	\$1,128,000.0	\$47,000.0	\$1,175,000.0	
1.3.1	SEIT/PM and Other Common Elements	0.0	\$20,000.0	\$2,000.0	\$22,000.0	10	\$120,000.0	\$5,000.0	\$125,000.0	
1.3.2	Ground Terminal Subsystems	0.0	\$13,000.0	\$0.0	\$13,000.0	10	\$113,000.0	\$4,000.0	\$117,000.0	
1.3.3	Command and Control Subsystem	0.0	\$14,000.0	\$0.0	\$14,000.0	10	\$114,000.0	\$4,000.0	\$118,000.0	
1.3.4	Mission Management Subsystem	0.0	\$18,000.0	\$0.0	\$18,000.0	10	\$118,000.0	\$4,000.0	\$122,000.0	
1.3.5	Data Archive/Storage Subsystem	0.0	\$5,000.0	\$0.0	\$5,000.0	10	\$119,000.0	\$4,000.0	\$123,000.0	
1.3.6	Mission Data Processing Subsystem	0.0	\$10,000.0	\$0.0	\$10,000.0	10	\$120,000.0	\$5,000.0	\$125,000.0	
1.3.7	Mission Data Analysis and Dissemination Subsystem	0.0	\$8,000.0	\$0.0	\$8,000.0	10	\$120,000.0	\$4,500.0	\$124,500.0	
1.3.8	Mission Infrastructure Subsystem	0.0	\$12,000.0	\$500.0	\$12,500.0	10	\$120,000.0	\$4,500.0	\$124,500.0	
1.3.9	Collection Management Subsystem	0.0	\$4,000.0	\$1,000.0	\$5,000.0	10	\$124,000.0	\$5,000.0	\$129,000.0	
1.3.10	Satellite Control Subsystem	0.0	\$20,000.0	\$2,000.0	\$22,000.0	10	\$126,000.0	\$6,000.0	\$132,000.0	
1.4	Launch Vehicle	0.0	\$18,000.0	\$3,000.0	\$21,000.0	10	\$118,000.0	\$7,000.0	\$125,000.0	
1.5	User Equipment	0.0	\$22,000.0	\$1,000.0	\$23,000.0	10	\$122,000.0	\$5,000.0	\$127,000.0	
	Subtotal Cost		\$468,200.0	\$48,200.0	\$516,400.0		\$4,618,000.0	\$140,700.0	\$4,758,700.0	

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On the SRDR Validation tab, SRDR data reviewer can view the dimensional exports generated and the associated validation error report from the data submissions in the CSDR-SR .

### Submission Detail

Program:	Example	Submission ID:	53533
Ctr#:	XYZ-09-C-1234	Status:	IN QUEUE
Reporting Ctr:	TBD	Plan:	Z-18-X-C1
Prime/Sub:	Prime	Event:	Contract Completion
Sub Date:	10/12/2021	Event #:	17
As Of Date:	9/5/2021	Resubmit #:	n/a

[View All Metadata](#)

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Files **SRDR Validation** Reviewers Compliance Comments

#### SRDR Validation

SRDR File:  Contract Plan Number:  [Validate](#)

File Name	File Type	CSDR Plan	Conversions	Exports	Validation Result
SRDR DEV TEMPLATE - FROM CPET Export.xls	SRDR Dev	Regression Testing for C.20.5		Dimensional Export	Validation Report (5 error(s))

SRDRs submitted in the proper format can be ingested into the system generating a dimensional export of the data and the associated validation error report



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The SRDR data reviewer can download the dimensional export of the data and the associated validation error report.

The screenshot shows the SRDR Validation interface at the top, with a table listing reports. Two items are highlighted with red boxes: 'Dimensional Export' and 'Validation Report (5 error(s))'. Red arrows point from these boxes to two separate windows below. The left window is an Excel spreadsheet titled 'SRDRDevDimensionalReport (fake data) (1) - Excel', showing a summary table and a detailed data table. The right window is a File Explorer window showing a folder named 'Demo SRDR DEV Report\_Validation Error Major - Val...' containing several files, including 'Contract Plan.cplan', 'Demo SRDR DEV Report\_Validation Error Major', and 'Demo SRDR DEV Report\_Validation Error Major.srdr\_dev'.

Report ID	CADE Submission ID	Release ID	CSCI ID	Product Name	Glue Code Count	Glue Coded Estimated?	Configuration Effort Hours	Confi
27	66793 1		FCS-1	COTS 1	11	X	12	
27	66793 1		FCS-1	COTS 2	11		12	
27	66793 1		FCS-1	COTS 3	11	X	12	
27	66793 1		FCS-1	COTS 4	11		12	
27	66793 2		FCS-1	COTS 1	11	X	12	
27	66793 2		FCS-1	COTS 2	11		12	
27	66793 2		FCS-1	COTS 3	11	X	12	
27	66793 2		FCS-1	COTS 4	11		12	
28	66793 1		FCS-1	COTS 1	11	X	12	
28	66793 1		FCS-1	COTS 2	11		12	
28	66793 1		FCS-1	COTS 3	11	X	12	
28	66793 1		FCS-1	COTS 4	11		12	
28	66793 2		FCS-1	COTS 1	11	X	12	
28	66793 2		FCS-1	COTS 2	11		12	
28	66793 2		FCS-1	COTS 3	11	X	12	
28	66793 2		FCS-1	COTS 4	11		12	

Downloads Excel

Downloads Zip file



The Reviewer can change the status from **“Pending”** to **“Accepted”** if you approve the submission or **“Rejected”** if a resubmission should be required.

### Submission Detail

Program: Example	Submission ID: 53533	
Ctr#: XYZ-09-C-1234	Status: IN QUEUE	
Reporting Ctr: TBD	Plan: Z-18-X-C1	
Prime/Sub: Prime	Event: Contract Completion	
Sub Date: 10/12/2021	Event #: 17	
As Of Date: 9/5/2021	Resubmit #: n/a	

[View All Metadata](#)

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Files
SRDR Validation
Reviewers
Compliance Comments

**PO Analysts**

Reviewer	Organization	Role	Status	Status Date	Comment	
Shanice Jones	CAPE - CDSG	PO Analyst	Pending			
Test PO Reviewer	Example	PO Analyst	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block;">                     Pending <span style="float: right;">v</span>                      Pending                      Accepted                      Rejected                 </div>		<input style="width: 100%;" type="text"/>	<input type="button" value="Save"/>

Remember to hit the **“Save”** button when you are finished.

Comments box for any additional explanations the reviewer may have.

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# Submitting Date Change Requests





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Navigate to **“My CSDR”** and select the dropdown option for **“Review Submissions”**

The screenshot shows the CADE portal interface. At the top, there is a navigation bar with the CADE logo on the left and links for 'Contact Us / Support' and 'Log Out' on the right. Below this is a secondary navigation bar with 'Portal Home', 'My CSDR', 'Search', and 'Contact Us'. The 'My CSDR' menu is open, showing a dropdown list with four options: 'Program Planning', 'Review Submissions' (highlighted with a red box), 'CSDR Compliance', and 'Retrieve Files'. The main content area features a large banner image of a military helicopter with the text 'Welcome to CSDR Submit & Review'. Below the banner, there are two guide sections: 'Reviewer Guide' and 'Submitter Guide'. A blue 'Disclaimer' box states: 'This system handles UNCLASSIFIED cost data.' Below the disclaimer, a paragraph reads: 'By accessing this site you acknowledge and consent that when you access Department of Defense (DoD) information systems:'. This is followed by a bulleted list of conditions for use of the system.

**Reviewer Guide**  
Illustrates to reviewers how to request an account, review/comment on data submissions, view CSDR plans, and review future submission events.

**Submitter Guide**  
Illustrates to submitters how to request an account, upload documents, and view CSDR plans.

**Disclaimer** This system handles UNCLASSIFIED cost data.

By accessing this site you acknowledge and consent that when you access Department of Defense (DoD) information systems:

- You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.
- You consent to the following conditions:
  - i. The government routinely monitors communications occurring on this information system, and any device attached to this information system, for purposes including, but not limited to, penetration testing, communications security (COMSEC) monitoring, network defense, quality control, employee misconduct investigations, law enforcement investigations, and counterintelligence investigations.
  - ii. At any time, the government may inspect and/or seize data stored on this information system and any device attached to this information system.
  - iii. Communications occurring on or data stored on this information system, or any device attached to this information system, are not private. They are subject to routine monitoring and search.
  - iv. Any communications occurring on or data stored on this information system, or any device attached to this information system, may be disclosed or used for any U.S. Government-authorized purpose.
  - v. Security protections may be utilized on this information system to protect certain interests that are important to the government. For example, passwords, access cards, encryption or biometric access controls provide security for the benefit of the government. These protections are not provided for your benefit or privacy and may be modified or eliminated at the government's discretion.



On the **“Submissions Review Home”** page, navigate to the **“Submissions Events Name”** to view the events and select the event name of the submission you would like to change.

Submission Review Home

Submissions | Contracts | Submission History | Summary Report

Submissions Filtered By My Review Decisions

Final Review

Program	Prime Contract Number	Contractor Name	Approved Plan Number	Submission Number	Resubmission Number	Submission Event Name	As Of Date
STRYKER - Armored Vehicle	W56HZV-07-D-M112	General Dynamics Corporation	A-04-C-C2(R)	1	0	Contractor Logistics Supp	12/31/2006
CH-47F - Cargo Helicopter. CH-47D Helicopter Upgrade Program	W58RGZ-08-C-0098	The Boeing Company	A-05-E-C3(R1)	1	1	Submit CWBS and CWBS Dict	7/21/2006
CH-53K - Heavy Lift Replacement Program	N00019-06-C-0081	Sikorsky Aircraft Corporation	N-05-G-C1(R2)	7	0	Software Release A - Star	7/17/2006
NAVSTAR GPS - Global Positioning System	FA8807-06-C-0001	Rockwell Collins, Inc.	AF-05-E-C4(R1)	5	0	Final Report Completion	10/20/2006

Submission Event Details

Back

Prog: STRYKER - Armored Vehicle Ctr: W56HZV-07-D-M112  
 Ctr: General Dynamics Corporation Sub:

Contract Summary | Submission Event Details | Submissions | Legacy Submission History

Contract Plan Linker

Plan Number \*  
 A-04-C-C2(R4) A-04-C-C2(R)

Expected As Of Date \*  
 12/21/2006 Submission Number \*  
 1

Expected Submission Date \*  
 6/15/2009 Resubmit Number

Submission Event Name \*  
 Contractor Logistics Supp Report Cycle

Expected File Types

1921  1921-1  1921-2  1921-4 (Obsolete)  1921-5  
 1921-FF (FlexFile)  1921-Q (Quantity Data Report)  CWBS Mapping  CWBS Dictionary  Technical Data Report  
 SRDR 2004: 2630-1  SRDR 2004: 2630-2  SRDR 2004: 2630-3  SRDR 2007: Initial Report  SRDR 2007: Final Report  
 SRDR 2018: Software Development Report (3026-1)  SRDR 2018: Software Maintenance Report (3026-2)  SRDR 2018: Software ERP Report (3026-3)  SRDR Dictionary  Maintenance and Repair Parts Report  
 Other

Comment

Save Submission Event  
 Show Date Change Requests

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On the **“Submission Event Details”** page navigate to the **“Submission Event Details”** tab and select **“Make Date Change Requests.”**

The screenshot shows the 'Submission Event Details' page with the following fields and options:

- Contract Summary** | **Submission Event Details** | Submissions | Legacy Submission History
- Contract Plan Linker: (none)
- Expected As Of Date \*: 5/30/2009
- Expected Submission Date \*: 10/17/2019
- Submission Event Name \*: Final Lot 4 Reports, F33657-02-C-0010, 180 days af
- Plan Number \*: AF-05-D-C1-S2(R1)
- Submission Number \*: 5
- Resubmit Number: 1
- Report Cycle: Interim
- Expected File Types:**
  - 1921
  - 1921-1
  - 1921-2
  - 1921-4 (Obsolete)
  - 1921-5
  - 1921-FF (FlexFile)
  - 1921-Q (Quantity Data Report)
  - CWBS Mapping
  - CWBS Dictionary
  - Technical Data Report
  - SRDR 2004: 2630-1
  - SRDR 2004: 2630-2
  - SRDR 2004: 2630-3
  - SRDR 2007: Initial Report
  - SRDR 2007: Final Report
  - SRDR 2018: Software Development Report (3026-1)
  - SRDR 2018: Software Maintenance Report (3026-2)
  - SRDR 2018: Software ERP Report (3026-3)
  - SRDR Dictionary
  - Maintenance and Repair Parts Report
  - Other
- Comment:** \*Date Change per 6/17/2009 email
- Make Date Change Request** (highlighted in red)
- Show Date Change Requests



- You can also access the **“Submission Event Details”** page via the **“Submission History”** page.
- Select the **“Prime Contract Number”** associated with the submission event requiring a date change.
- The Contract Detail page appears. Navigate to the **“Submission Event Details”** tab and select **“Make Date Change Request”**

Getting Started /  
Registration

Reviewing and  
Commenting on  
Submissions

Searching  
Contracts

Date Change  
Requests

Viewing CSDR  
Plans

Submission Review Home

Submissions | Contracts | **Submission History** | Summary Report

Search Submission History

Submission ID:  Contract Number:

Submission Status: Any Status  Program: All Programs

As Of Date After:  As Of Date Before:

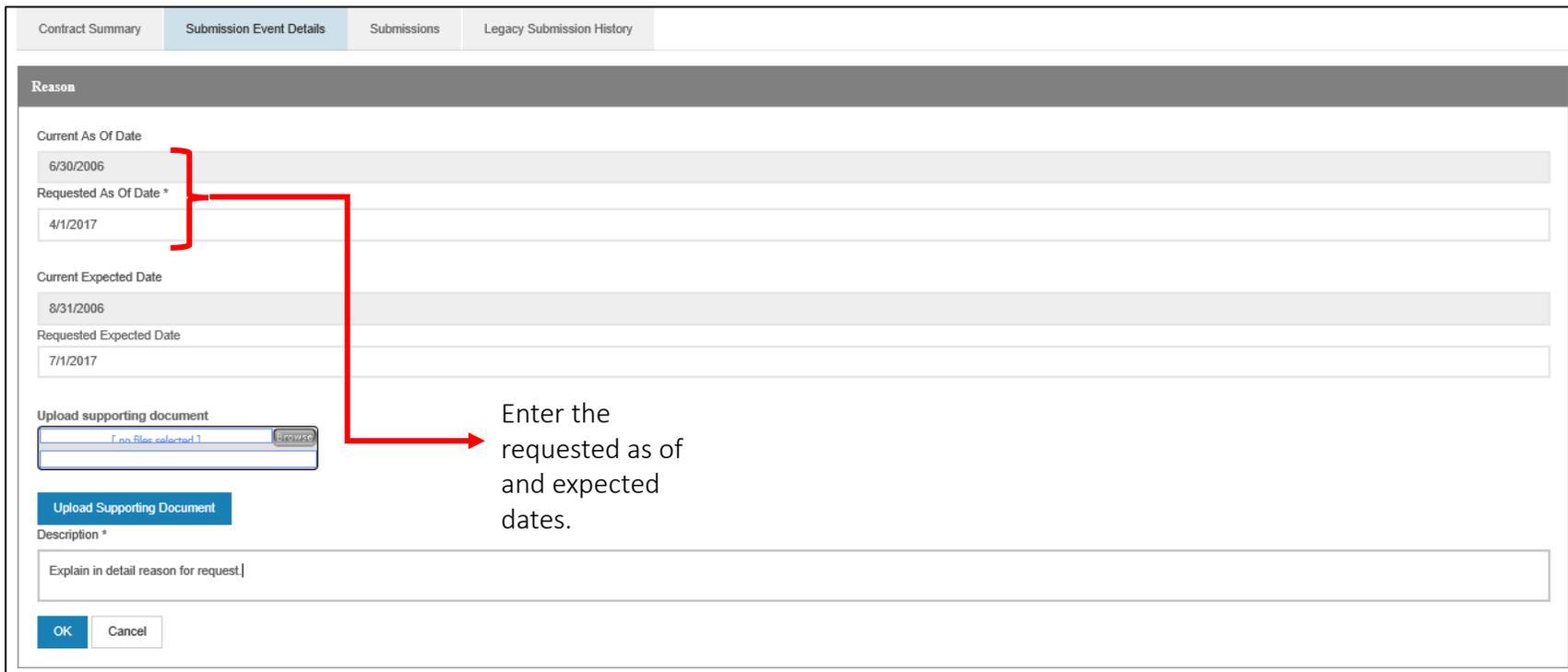
Hide Search History Criteria

Submission ID	As Of Date	Submission Event	Submission Date	Prime Contract Number	Plan Number	Task	Last Status Date	Last Status Set By	Status
44296	6/9/2020	Final Review	6/1/2020	<b>W15P7T-04-C-J409</b>	Test	Test	9/15/2020	James Kirst	Final Review
44284	5/30/2020	First Production Representative Unit Delivered	5/20/2020	W15P7T-04-C-J409	C.19.5		5/20/2020	James Kirst	Finalized-Reject
44288	5/30/2020	Contract Completion	5/26/2020	W15P7T-04-C-J409	C.19.5		5/26/2020	James Kirst	Finalized-Reject

**NOTE:** Date change requests should be made prior to the expected submission date.

Getting Started /  
RegistrationReviewing and  
Commenting on  
SubmissionsSearching  
ContractsDate Change  
Requests

- Explain the date change request in the “**Description**” field or upload a supporting document (e.g., schedule or SOW):
  - Date changes are **ONLY** accepted for programmatic schedule slips
- Select “**OK**” and an automated email will be sent to the DCARC Analyst responsible for the program, who will review the request and accept the date change if appropriate (usually within one or two business days)



The screenshot shows a web application interface with a navigation bar at the top containing 'Contract Summary', 'Submission Event Details', 'Submissions', and 'Legacy Submission History'. The main content area is titled 'Reason' and contains several date-related fields:

- Current As Of Date:** 6/30/2006
- Requested As Of Date \*:** 4/1/2017
- Current Expected Date:** 8/31/2006
- Requested Expected Date:** 7/1/2017

Below these fields is an 'Upload supporting document' section with a file selection box (showing '[no files selected]') and a 'Browse' button. A red arrow points from the 'Requested As Of Date' field to the text: 'Enter the requested as of and expected dates.' Below this is a 'Description \*' text area with the placeholder text 'Explain in detail reason for request.' At the bottom are 'OK' and 'Cancel' buttons.

# CSDR-SR Compliance Dashboard





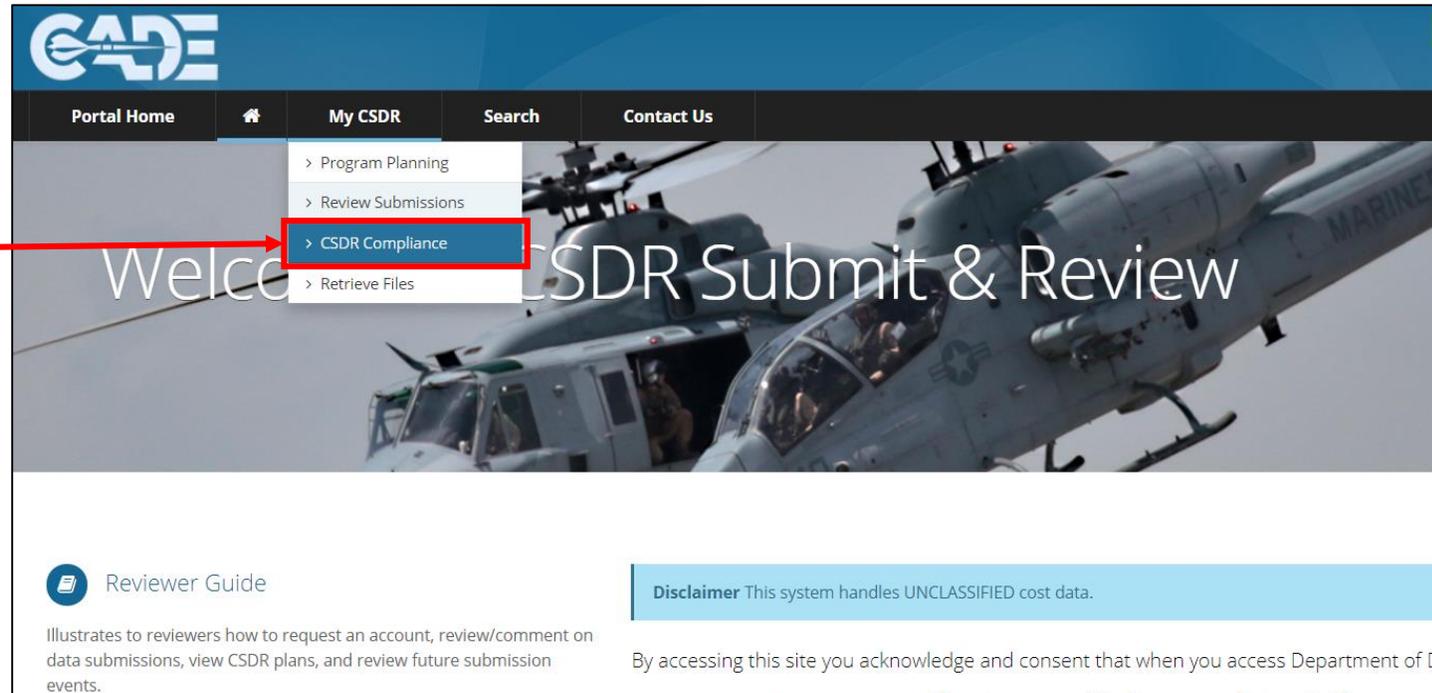
Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

- The Compliance Dashboard provides real-time summaries of all CSDR submissions and CSDR plans compliance issues
- It is the tool for DCARC analysts to communicate the compliance rating and written assessment for the DAES review process with Program Offices and Service Cost Agencies

Select **"CSDR Compliance"** from the **My CSDR** menu



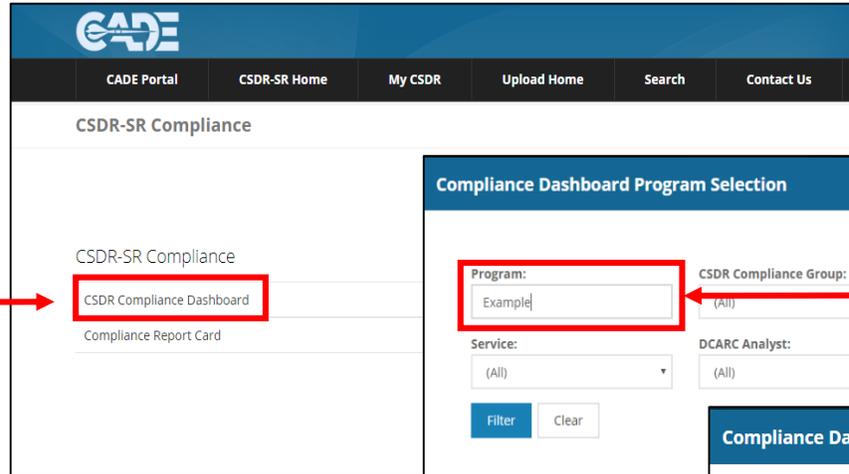


Compliance Overview

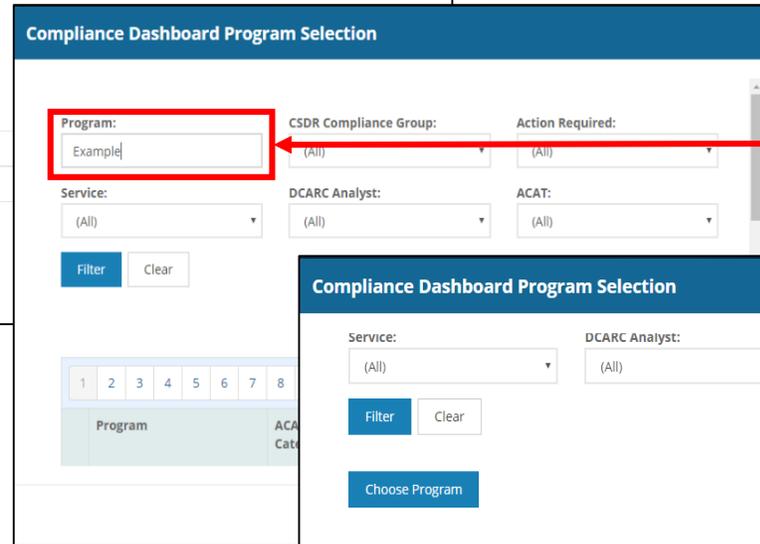
Compliance Dashboard

Compliance Rating Criteria

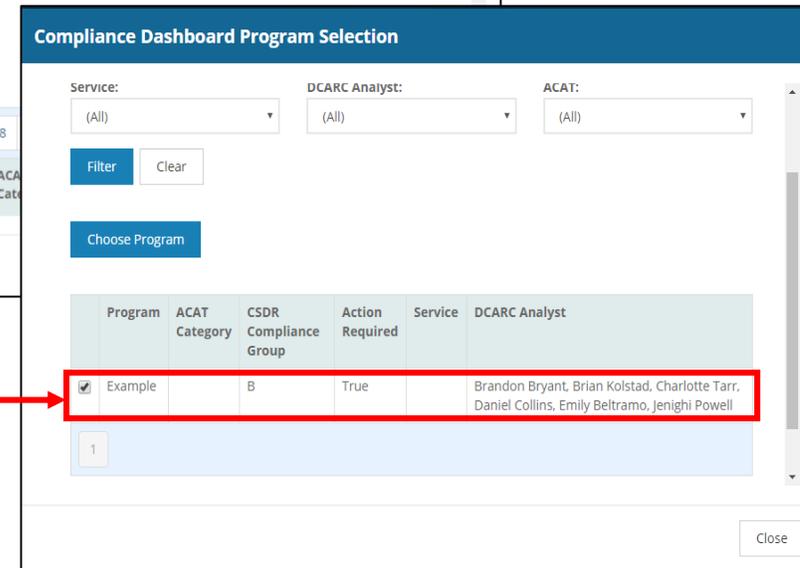
Select CSDR Compliance Dashboard



Enter the Program Name or use the drop down menus and then select Filter



Select the desired program from the list and select Choose Program





Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

- 1 Current Rating and Date Updated
- 2 POC Information
- 3 Compliance Ratings Over Time
- 4 All Outstanding CSDR Issues
- 5 Most Recent Compliance Assessment

The screenshot shows the CADE CSDR Compliance Home Page. At the top is a navigation bar with links for CADE Portal, CSDR-SR Home, My CSDR, Upload Home, Search, and Contact Us. The main content area is titled 'CSDR Compliance Assessments' and includes a 'Select Program' dropdown and a 'Keep this program selected' checkbox. The current program is 'Example' with DAES Group 'B'. A 'CSDR Rating' of 'GREEN' is shown, updated as of May 25, 2017. Below this are sections for 'Program Office POC' and 'DCARC POC', both showing 'No designated' status. A 'CSDR Ratings Over Time' chart shows a red dot for Dec 2016 and green dots for Jan 2017 and Feb 2017. A 'Program Overview' section lists various metrics like 'Missing Prime Contractor Submissions: 60' and 'Latest Overdue Report: 8/31/2006'. A large 'CSDR Compliance Status' area is on the right. A footer contains links for CSDR Compliance Summary, View Assessments, CSDR Submissions, CSDR Plans, Collaborators, and Email Collaborators.



Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

**CSDR Compliance Summary tab** shows all outstanding CSDR issues for the prime and subcontract contracts in expandable panes for a detailed view.

Export the CSDR Compliance Summary to Excel

Action Required	Contract Number	Contract Task Name	Contractor Name	Contractor Division	Contractor Location	CSDR Plan Number	Submission Event Name	Expected As Of Date	Expected Due Date	Expected Reports	Number Of Days Overdue	Full Comment	User	Comment Date	Date Change Request
	N0000-00-N-0000		TBD	N/A		123456	Jens FA18 Test	11/1/2016	11/30/2016	1921,1921-1	230	Full Comment			Make Date Change Request
	N0000-00-N-0000		TBD	N/A		123456	Test	4/7/2017	4/14/2017	1921,1921-1	95	Full Comment			Make Date Change Request
	XYZ-09-C-1234	Lot 3	TBD	N/A		D-09-Z-C1	Final SRDR Report	5/30/2014	8/1/2014	SRDR Final Report	1082	Full Comment			Make Date Change Request
	XYZ-09-C-1234	Lot 3	TBD	N/A		D-09-Z-C1	Test	9/30/2014	12/30/2014	1921,1921-1,1921-2	931	Full Comment			Make Date Change Request
	XYZ-09-C-1234	Prime Example	TBD	N/A		E-15-C-C1	Initial Review	6/30/2006	8/31/2006	CWBS Dictionary	3974	Full Comment			Make Date Change Request
	XYZ-09-C-1234	Prime Example	TBD	N/A		E-15-C-C1	Final Review	1/31/2010	3/31/2010	1921,1921-1	2666	Full Comment			Make Date Change Request

Date Change Requests can be made in this tab



Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

**The View Assessments tab** allows you to view all historical assessments for the program.

<a href="#">CSDR Compliance Summary</a> <a href="#">View Assessments</a> <a href="#">CSDR Submissions</a> <a href="#">CSDR Plans</a> <a href="#">Collaborators</a> <a href="#">Email Collaborators</a>							
Title	CSDR Rating	Status	Assessor	Assessment Date	DAES Month	DAES Year	Clone Assessment
Test	Green	Initial Review	Brandon Bryant	05/25/2017	May	2017	
Test	Green	Finalized	Lindsey Jones	04/07/2017	May	2017	
Test	Green	Initial Review	Lindsey Jones	04/07/2017	May	2017	
Test	Red	Initial Review	Stephanie Myrick	04/07/2017	October	2016	
Test	Red	Initial Review	Stephanie Myrick	04/07/2017	October	2016	
Test	Red	Initial Review	Stephanie Myrick	04/07/2017	October	2016	
Test	Red	Initial Review	James Kirst	12/08/2016	October	2016	
Test	Red	Final Review	Charlotte Tarr	03/21/2016	February	2016	
Test	Green	Initial Review	James Kirst	02/18/2016	February	2016	

[Add an Assessment](#)



Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

**CSDR Submissions tab** allows you to view all CSDR submissions organized by contract number

Prime Contract Number	Contractor Name	Approved Plan Number	Submission Number	Resubmission Number	Submission Event Name	As Of Date	SR ID #	Due Date	Received Date	Status	Memo Date	Comment	Days Past Due
XYZ-09-C-1234	TBD	1	1	1	Test	8/11/2015	10476	7/8/2015	8/11/2015	Late Submit		Full Comment	34
XYZ-09-C-1234	TBD	AF-14-I-C2	22	0	Error Test	2/1/2016	14329	3/21/2016		Late Submit		Full Comment	385
XYZ-09-C-1234	TBD	D-09-Z-C1	2	0	Initial Lot 3 Report	5/1/2010	4614	6/30/2009	12/3/2013	Final Review		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	3	0	Final Lot 3 Report	12/31/2010	1575	6/30/2012	12/1/2010	Cancelled		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	4	0	Lot 4	10/30/2013	4644	12/20/2013	12/12/2013	Rejected		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	5	0	Test	4/30/2014	5354	4/15/2014	9/18/2014	Rejected		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	7	0	June 30th TEST	4/30/2014	5243	6/30/2014	6/23/2015	Rejected		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	9	0	1921-1 Test	7/23/2014	5495	7/23/2014	7/7/2015	Cancelled		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	10	0	Final Cost Report	5/30/2014	5419	8/1/2014	8/11/2014	Signed		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	11	0	Final SRDR Report	11/14/2014	5791	8/1/2014		Late Submit		Full Comment	1083
XYZ-09-C-1234	TBD	D-09-Z-C1	15	0	TEST	1/29/2015	6078	1/15/2015	1/29/2015	Contractor		Full Comment	0
XYZ-09-C-1234	TBD	D-09-Z-C1	15	1	TEST	12/30/2015	10334	7/31/2015		Late Submit		Full Comment	719

View pending date change requests or make requests from this column



Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

The **CSDR Plans tab** allows you to view all approved CSDR plans for the program.

CSDR Compliance Summary													
View Assessments			CSDR Submissions			CSDR Plans		Collaborators			Email Collaborators		
Export To Excel													
1 2 3 4													
Plan Package Name	Plan Task Name	Current Status	Plan Type	Reporting Entity Name	Plan Version	Special Cases	CSDR Plan Number	Contract Number	Draft RFP Release Date	Final RFP Release Date	Contract Award Date	In S/R?	Signed CDRLs Received
Test	Test	DCARC Finalization	Prime	TBD	Administrative	None	N-13-C-C1	N0000-00-N-0000	01/01/2015			Yes	No
Test-Clone	Test	Approved	Program Plan	Test	New	None	Test					Yes	No
Test-Clone	Test-Clone	Approved	Program Plan	Test-Clone	New	None	Test					No	No
Test-Clone	Test	Approved	Program Plan	Test	New	None	Test					No	No
Test-Clone	Test-Clone	Approved	Program Plan	Test-Clone	New	None	Test					No	No
Example	Prime Dev Plan	DCARC Finalization	Prime	TBD	New	None	V-15-C-C1	XYZ-09-C-1234	10/01/2015	11/01/2015	12/01/2015	Yes	No
Example	Sub Dev Plan	DCARC Finalization	Prime	Tecolote	New	None	V-15-C-C1-S1	XYZ-09-C-1234	10/01/2015	11/01/2015	12/01/2015	No	No
6/17	Prime Contract Plan	Approved	Prime	TBD	New	None	T-15-C-C1	XYZ-09-C-1234	10/01/2015	11/01/2015	12/01/2015	Yes	No
Test	Prime Plan	Approved	Sub	Prime	New	None	Q-15-C-C1	TBD	10/01/2015	11/01/2015	12/01/2015	No	No
Test	Test	Approved	Program Plan	Test	New	None	Test	Test				Yes	No
1 2 3 4													

Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

**Collaborators tab** allows you to view all collaborators on the program and view their contact information through the person icon.

Current Collaborators				
Collaborator	Organization	Role	Select	
Brandon Bryant	Technomics	DCARC Analyst		
Brian Kolstad	Technomics	DCARC Analyst		
Charlotte Tarr	Tecolote Research, Inc. (SPSG)	DCARC Analyst		
Daniel Collins	Technomics, Inc.	DCARC Analyst		
David Sangillo	Technomics	Program Collaborator	<input type="checkbox"/>	
Emily Beltramo	Technomics	DCARC Analyst		
James Kirst	Tecolote Research, Inc. (SPSG)	Program Collaborator	<input type="checkbox"/>	
Jen Horner	Tecolote Research, Inc. (SPSG)	Program Collaborator	<input type="checkbox"/>	
Jenighi Powell	Tecolote Research	DCARC Analyst		
Kelli Dowd	DASA-CE	Program Collaborator	<input type="checkbox"/>	

Remove Collaborator

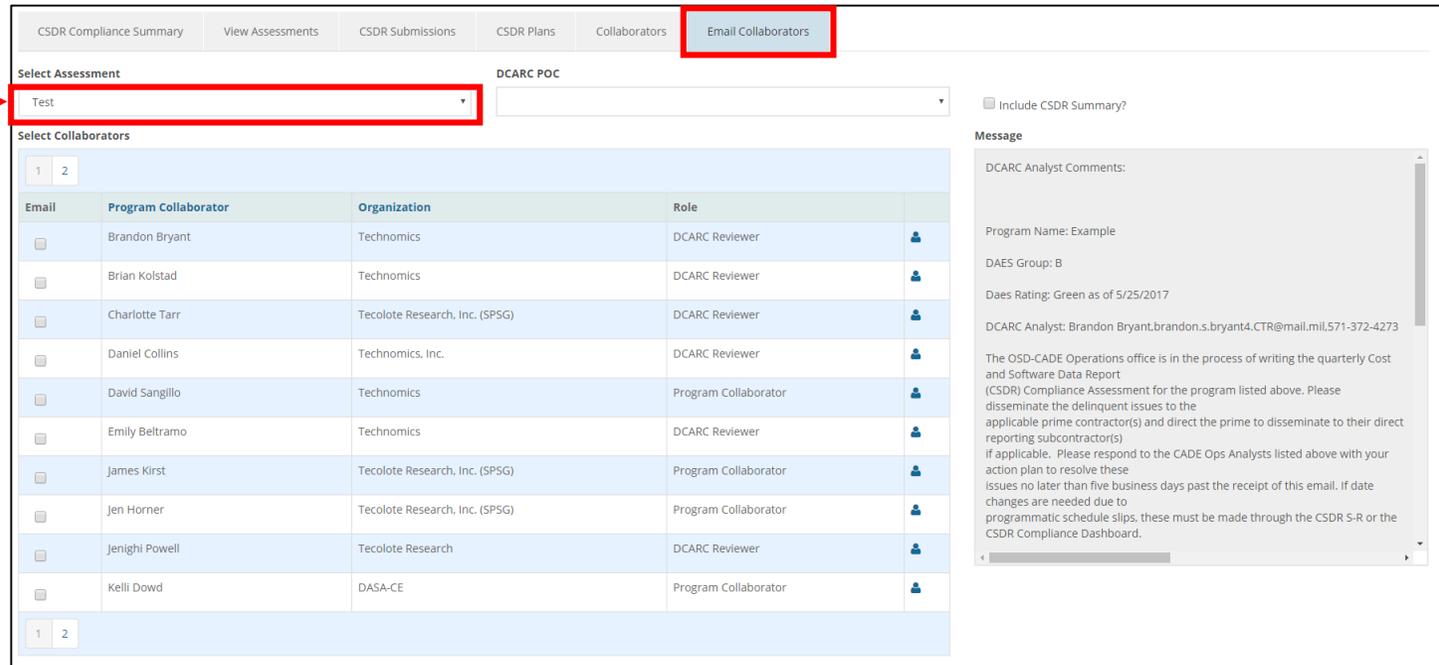
Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

**Email Collaborators tab** allows you to send out the compliance assessment to all relevant collaborators using the checkboxes

Identify the Assessment that is the subject of the message



Include CSDR Summary?

**Message**  
 DCARC Analyst Comments:  
 Program Name: Example  
 DAES Group: B  
 Daes Rating: Green as of 5/25/2017  
 DCARC Analyst: Brandon Bryant,brandon.s.bryant4.CTR@mail.mil,571-372-4273  
 The OSD-CADE Operations office is in the process of writing the quarterly Cost and Software Data Report (CSDR) Compliance Assessment for the program listed above. Please disseminate the delinquent issues to the applicable prime contractor(s) and direct the prime to disseminate to their direct reporting subcontractor(s) if applicable. Please respond to the CADE Ops Analysts listed above with your action plan to resolve these issues no later than five business days past the receipt of this email. If date changes are needed due to programmatic schedule slips, these must be made through the CSDR S-R or the CSDR Compliance Dashboard.

Email	Program Collaborator	Organization	Role
<input type="checkbox"/>	Brandon Bryant	Technomics	DCARC Reviewer
<input type="checkbox"/>	Brian Kolstad	Technomics	DCARC Reviewer
<input type="checkbox"/>	Charlotte Tarr	Tecolote Research, Inc. (SPSG)	DCARC Reviewer
<input type="checkbox"/>	Daniel Collins	Technomics, Inc.	DCARC Reviewer
<input type="checkbox"/>	David Sangillo	Technomics	Program Collaborator
<input type="checkbox"/>	Emily Beltramo	Technomics	DCARC Reviewer
<input type="checkbox"/>	James Kirst	Tecolote Research, Inc. (SPSG)	Program Collaborator
<input type="checkbox"/>	Jen Horner	Tecolote Research, Inc. (SPSG)	Program Collaborator
<input type="checkbox"/>	Jenighi Powell	Tecolote Research	DCARC Reviewer
<input type="checkbox"/>	Kelli Dowd	DASA-CE	Program Collaborator

Compliance Overview

Compliance Dashboard

Compliance Rating Criteria

## Current Compliance Criteria can be viewed using the Current Compliance Rating Criteria link

Rating	Criteria
Green	No open CSDR compliance issues.
Green Advisory	Outstanding CSDR deliverable* less than or equal to three months overdue.
Yellow	Outstanding CSDR deliverable greater than three months, but less than or equal to six months overdue.
Red	<ol style="list-style-type: none"> <li>Outstanding CSDR deliverable greater than six months overdue.</li> <li>Formally rejected CSDR deliverable outstanding greater than 30 days overdue.</li> </ol>
Red Critical	<ol style="list-style-type: none"> <li>Program Office released RFP without an approved CSDR plan.</li> <li>Program Office awarded a Prime contract without an approved CSDR plan or failed to mod contract to place an approved CSDR plan on contract.</li> <li>Program Office or Prime contractor failed to enforce flow down of CSDR requirements to direct reporting subcontractor or the prime contractor failed to mod subcontract to place an approved CSDR plan on contract.</li> <li>Three or more consecutive formal rejections for the same CSDR deliverable event will remain</li> </ol>

*\*CSDR deliverables include CWBS dictionaries, CCDRs, SRDRs, and signed CDRLs*

Close

# 1921-3 & FPR





1921-3 Overview

Review Submissions

Search Submissions

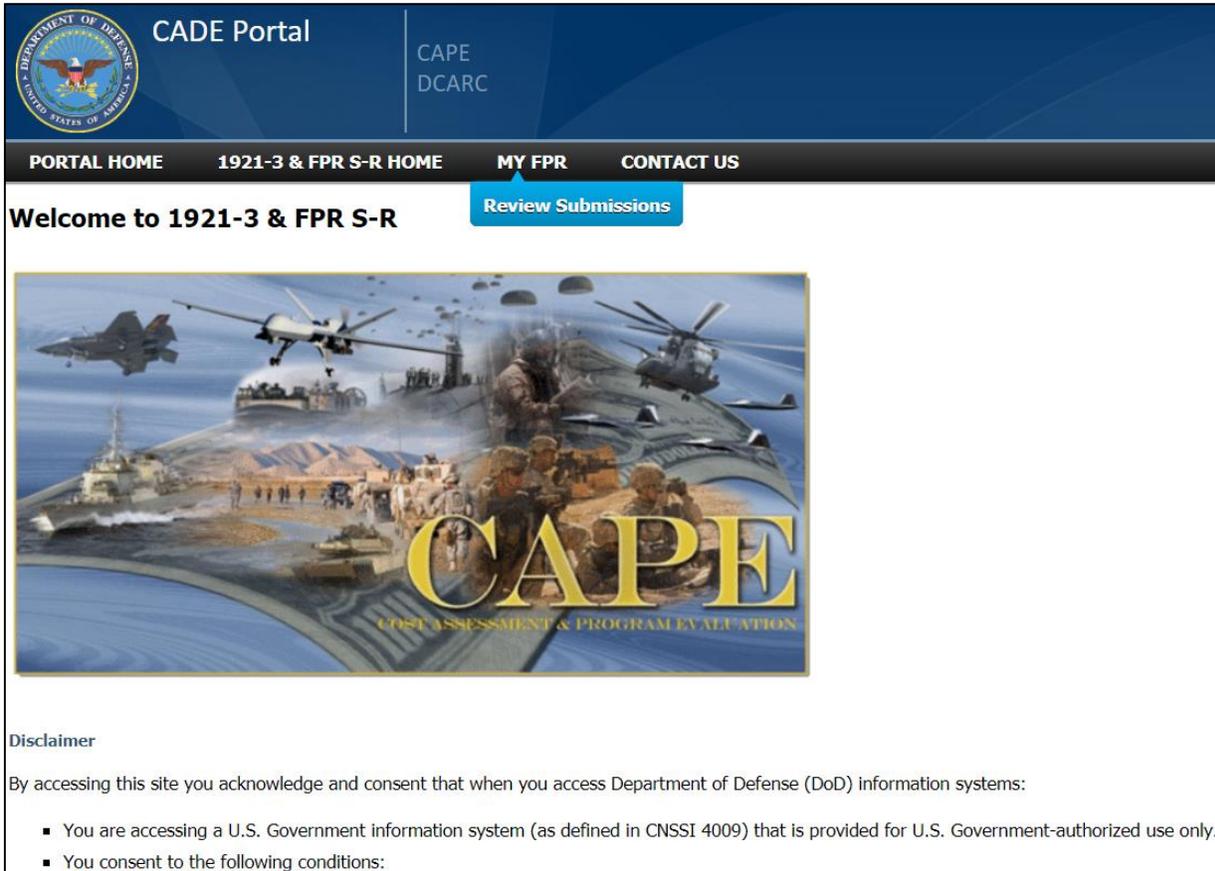
To enter the “CSDR-SR Application”, select “1921-3 & FPR” from the list of applications on the left panel.

The Contractor Business Data Report (1921-3) is the Department of Defense (DoD) system for collecting costs and hours at the business unit level in terms of the contractor’s own proposed categories.

The screenshot shows the CADE portal dashboard. The left sidebar contains a menu under 'Applications' with the following items: Analyst (Data & Analytics, DACIMS, SAR Database), Submit & Review (CSDR-SR, **1921-3 & FPR**, CARD & ICE), External Sites (EVM-CR), and Other (cPet Web). The '1921-3 & FPR' item is highlighted with a red box and a red arrow points to it from the text above. The main dashboard area shows three summary cards: 'CSDR Submissions for Review' (14), 'CSDR Plan Packages - Action Required' (1), and 'CSDR Plan Packages - Planning Schedule' (1). A 'Post Award Conferences' table is also visible, listing programs, contract numbers, plan numbers, award dates, and PAC status.

Program	Contract #	Plan #	Contract Award	PAC Status
Example Progra...	Examples: RDT&E...	XX-21-A-C1	08/01/2021	Scheduled
ADS (AN/WQR-3) ...		Mission01	03/28/2021	Scheduled
ADS (AN/WQR-3) ...		Mission01-Clone	03/28/2021	Scheduled
AAG - Advanced ...		111-111-1111	08/03/2020	Scheduled
AAG - Advanced ...		111-111-1111-Clo...	08/03/2020	Scheduled

1921-3 Overview

Review  
SubmissionsSearch  
Submissions


CADE Portal

CAPE  
DCARC

PORTAL HOME 1921-3 & FPR S-R HOME **MY FPR** CONTACT US

Welcome to 1921-3 & FPR S-R [Review Submissions](#)

**CAPE**  
COST ASSESSMENT & PROGRAM EVALUATION

**Disclaimer**

By accessing this site you acknowledge and consent that when you access Department of Defense (DoD) information systems:

- You are accessing a U.S. Government information system (as defined in CNSSI 4009) that is provided for U.S. Government-authorized use only.
- You consent to the following conditions:

- Select “**MY FPR**” from the 1921-3 & FPR S-R Home and choose “**Review Submissions**” in order to view submission events.
- Forward Pricing Unit (FPR) is used to refer to the business unit.

1921-3 Overview

Review  
SubmissionsSearch  
Submissions

CADE Portal

CAPE  
DCARC

PORTAL HOME 1921-3 & FPR S-R HOME MY FPR CONTACT US

### Review Submissions Home

[Submissions](#) [FPR Units](#) [Submission History](#)

Submissions ready for Review

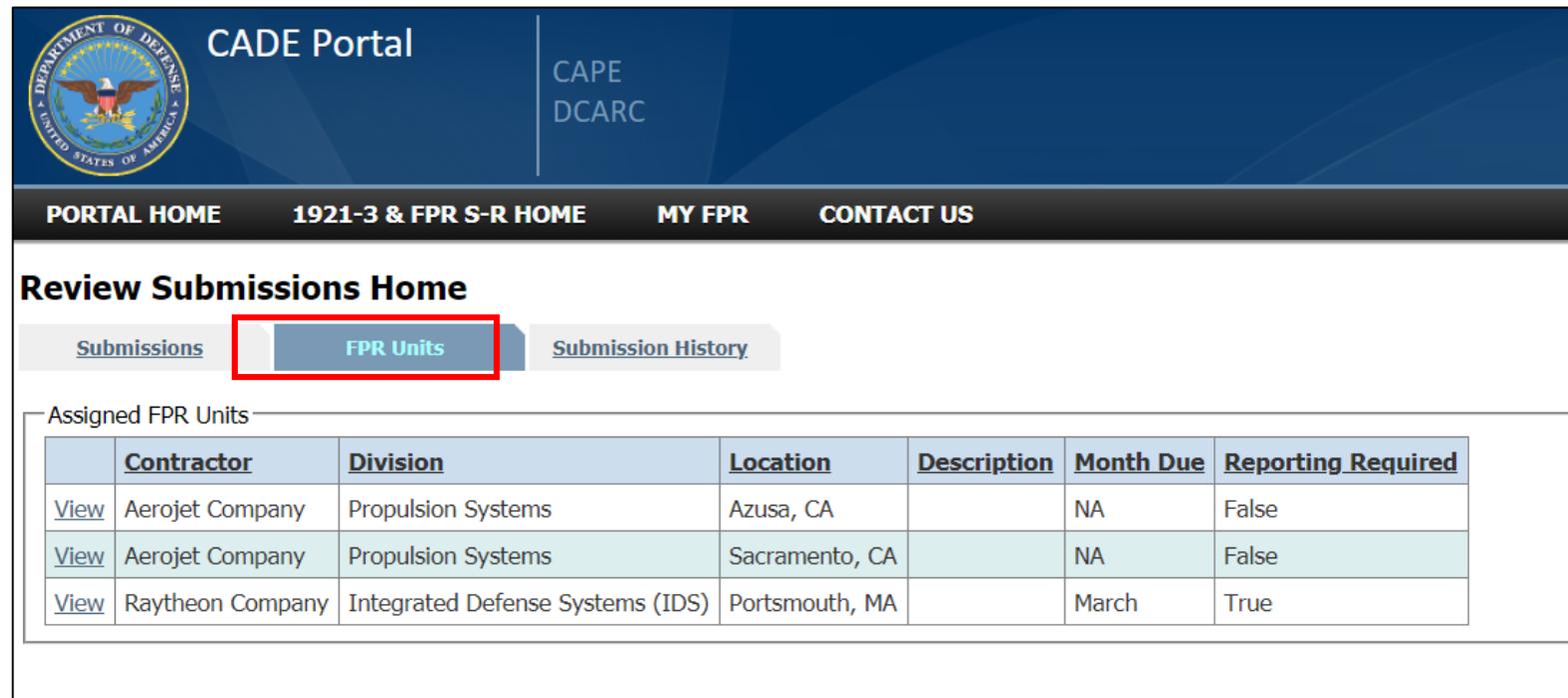
<u>Submission ID</u>	<u>As Of Date</u>	<u>Submitted Date</u>	<u>Contractor Name</u>	<u>Contractor Division</u>	<u>Contractor Location</u>
<a href="#">1802</a>	2/19/2020	3/6/2020	Raytheon Company	Integrated Defense Systems (IDS)	Portsmouth, MA

- Navigate to the **Submissions** tab. Here you will select the Submission ID to review submitted documents.

1921-3 Overview

Review  
SubmissionsSearch  
Submissions

The FPR Units tab. Here you will see the Forward Pricing Unit (FPR) that you have been assigned to as a reviewer.



CADE Portal

CAPE  
DCARC

PORTAL HOME    1921-3 & FPR S-R HOME    MY FPR    CONTACT US

**Review Submissions Home**

[Submissions](#)    **FPR Units**    [Submission History](#)

Assigned FPR Units

	Contractor	Division	Location	Description	Month Due	Reporting Required
<a href="#">View</a>	Aerojet Company	Propulsion Systems	Azusa, CA		NA	False
<a href="#">View</a>	Aerojet Company	Propulsion Systems	Sacramento, CA		NA	False
<a href="#">View</a>	Raytheon Company	Integrated Defense Systems (IDS)	Portsmouth, MA		March	True

- If you do not see a FPR unit listed, contact the CADE Support Help Desk to be assigned to the correct FPR unit.



1921-3 Overview

Review Submissions

Search Submissions

The **Submission History** tab allows you to filter and search past submissions.

The screenshot shows the CADE Portal interface. At the top, there is a navigation bar with links for PORTAL HOME, 1921-3 & FPR S-R HOME, MY FPR, and CONTACT US. Below this is the 'Review Submissions Home' section, which has three tabs: Submissions, FPR Units, and Submission History. The Submission History tab is highlighted with a red box. Underneath the tabs is a 'Submission Filter' section containing several input fields and dropdown menus: ID, Contractor, Status (set to [ALL]), Stage (set to [ALL]), Type (set to [ALL]), As Of Date Before, and As Of Date After. There are also buttons for 'Search Submissions', 'Clear Search Criteria', and a dropdown for '10 Submissions displayed per page'. Below the filter is a 'Hide Search History Filter' link and a 'Submission History' section that displays the message 'No submissions match the given criteria'.



1921-3 Overview

Review Submissions

Search Submissions

To review 1921-3 FPR submission documents choose the **Submissions** tab on **Review Submissions Home** page and select the Submission ID to open the Review Submission page.

**Review Submission**

[Back](#)

**Submission # :** 1802

**Contractor :** Raymon Company

**Division :** Integrated Defense Systems (IDS)

**Location :** Portsmouth, MA

**Submission Info** | [Files](#) | [Validation](#) | [Reviewers](#) | [Finalize](#)

Submission Details

**As Of Date:** 2/19/2020  
**Type:** 1921-3  
**Description:**  
**Comments:**  
**Submitted Date:** 3/6/2020 12:00:00 AM

Submitter Information

**Full Name:** Test Reviewer  
**Phone:** 571-256-5555  
**Fax:**  
**Email:** testr@Raymon.com

Select the Submission ID to open the "Review Submission" page



1921-3 Overview

Review Submissions

Search Submissions

To open and review the 1921-3 FPR documents choose the **Files** tab and click the **Files Name** link.

	A	B	C	D	E	F	G	H	I	J	K
	Direct Labor, Fringe, G&A, or Overhead	Category Name	Base, Expense, or Rate	Dollars/Hour, Dollars, Hours, or Percent	2016	2017	2018	2019	2020	2021	2021
1	Direct Labor	Engineering A	Rate	Dollars/Hour	\$60.00	\$60.60	\$63.63	\$66.81	\$70.15	\$72.26	\$75.15
2	Direct Labor	Engineering B	Rate	Dollars/Hour	\$65.00	\$67.60	\$70.98	\$73.11	\$74.57	\$76.06	\$79.11
3	Direct Labor	Engineering C	Rate	Dollars/Hour	\$70.00	\$72.80	\$73.53	\$74.26	\$77.23	\$81.10	\$81.91
4	Direct Labor	Manufacturing A	Rate	Dollars/Hour	\$40.00	\$42.00	\$42.42	\$43.69	\$45.88	\$47.25	\$47.73
5	Direct Labor	Manufacturing B	Rate	Dollars/Hour	\$45.00	\$45.45	\$46.81	\$49.15	\$51.61	\$53.68	\$55.82
6	Direct Labor	Manufacturing C	Rate	Dollars/Hour	\$50.00	\$52.00	\$52.52	\$53.05	\$54.64	\$56.28	\$56.84
7	Direct Labor	Quality	Rate	Dollars/Hour	\$55.00	\$57.75	\$58.91	\$60.08	\$62.49	\$63.11	\$64.37
8	Direct Labor	Remote Site	Rate	Dollars/Hour	\$45.00	\$45.45	\$47.72	\$49.15	\$50.63	\$52.65	\$54.76
9	Direct Labor	Program Support	Rate	Dollars/Hour	\$60.00	\$60.60	\$61.81	\$64.28	\$64.93	\$67.52	\$70.23
10	*Straight time direct labor rates (no fringe included)										
11											
12											
13	Fringe	Fringe A	Base	Dollars							
14	Fringe	Fringe A	Expense	Dollars							
15	Fringe	Fringe A	Rate	Percent							
16											
17	Fringe	Fringe A	Base	Hours							
18	Fringe	Fringe A	Expense	Hours							
19											
20	Fringe	Fringe B	Base	Dollars							
21	Fringe	Fringe B	Expense	Dollars							
22	Fringe	Fringe B	Rate	Percent							
23											
24	Fringe	Fringe B	Base	Hours							
25	Fringe	Fringe B	Expense	Hours							

- The Excel-compatible file or XML 1921-3 file opens.
- The XML file can be generated automatically from the Excel-compatible file using the cPet software tool for legacy 1921-3 forms.

1921-3 Overview

Review  
SubmissionsSearch  
Submissions

To perform a validation of the FPR file choose the **Validation** tab and select the **Validate** button. Reports submitted in accordance with the 2021 approved data model must be manually validated.



The screenshot shows the 'Validation' tab selected in a software interface. The 'Validation' tab is highlighted with a red box. Below the tabs, there is a section titled 'Select Validation Options' containing a dropdown menu with 'test 1921-3.xls' selected. A 'Validate' button is also highlighted with a red box. Below this section is a 'Working Files' section with a message: 'There are no working files for this submission. The DCARC validation tool now supports Excel 2011 documents.'



1921-3 Overview

Review Submissions

Search Submissions

To Accept or Reject the 1921-3 FPR file choose the **Reviewers** tab. Under Status choose from a drop down to Accept or Reject the file.

Reviewer	Organization	Status	Status Date	Comment	
Reviewer CSDR	test				
Test PO Reviewer	CADE	Pending ▾ Pending Accepted Rejected		Add a comment	Save

Reviewer Files

There are no reviewer files uploaded for this submission.

+

As a Reviewer, you can add a comment.

After you have chosen the status and added a comment remember to click Save.

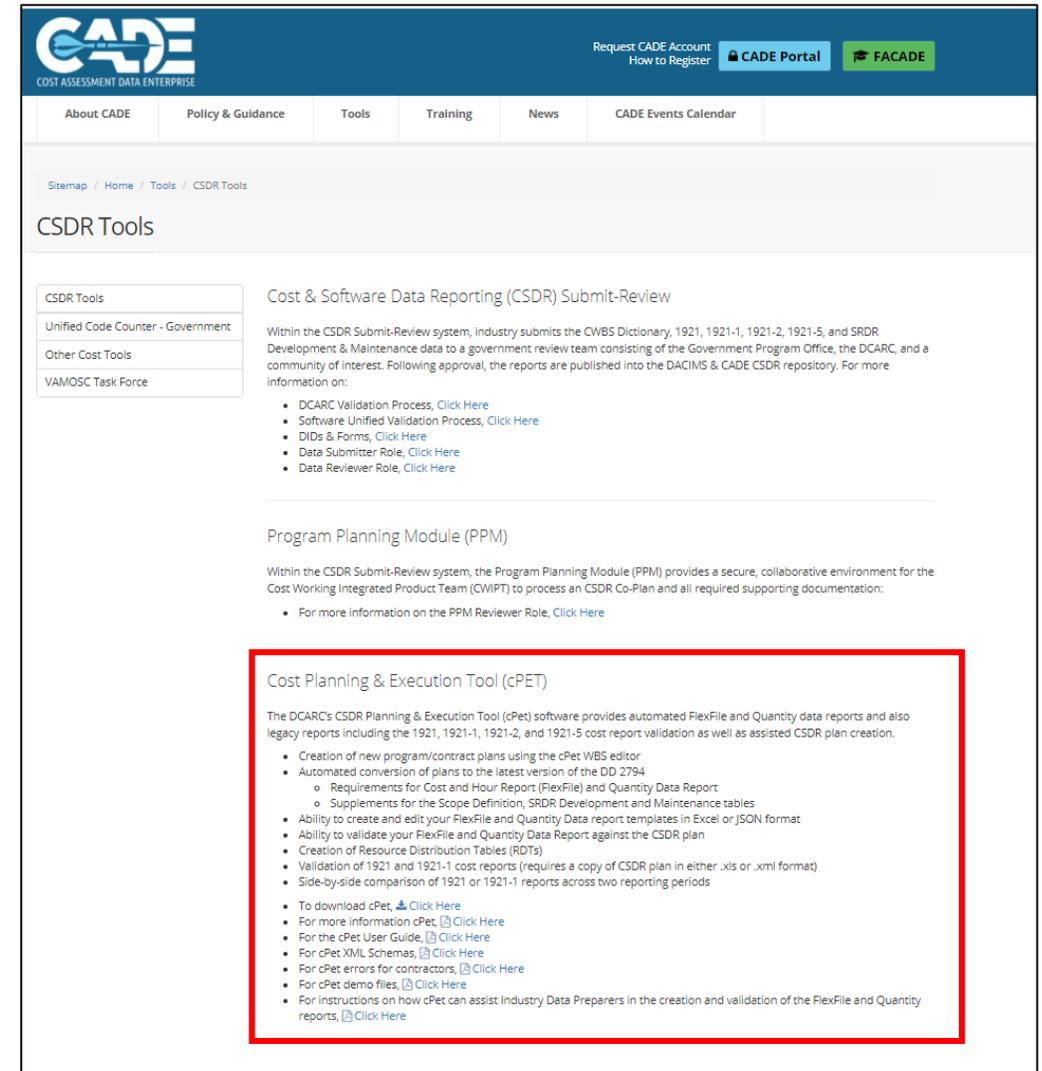
# Cost Planning & Execution Tool (cPet)



## cPet Overview

XML & JSON  
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- Key Cost Planning & Execution Tool (cPet) Functions:
  - ✓ Build & Edit CSDR Plans and RDT
  - ✓ Build, Edit, & Pre-validate CCDR Formats
  - ✓ Import and create Excel CCDR forms/templates
  - ✓ Import CCDR data from Excel “flat file”
- cPet native file format is XML!
- cPet Web has the added ability of allowing direct integration with the PPM.
- For more information and instructions on using cPet Desktop, please see the CADE public website for guides, manuals, and tool download instructions: <https://cade.osd.mil/tools/csd-r-tools>



The screenshot shows the CADE website interface. At the top, there is a navigation bar with the CADE logo and links for 'Request CADE Account', 'How to Register', 'CADE Portal', and 'FACADE'. Below this is a menu with 'About CADE', 'Policy & Guidance', 'Tools', 'Training', 'News', and 'CADE Events Calendar'. The main content area is titled 'CSDR Tools' and contains a table of tool categories: 'CSDR Tools', 'Unified Code Counter - Government', 'Other Cost Tools', and 'VAMOS Task Force'. To the right of the table, there are sections for 'Cost & Software Data Reporting (CSDR) Submit-Review' and 'Program Planning Module (PPM)'. The 'Cost Planning & Execution Tool (cPET)' section is highlighted with a red border and contains the following text:

**Cost Planning & Execution Tool (cPET)**

The DCARC's CSDR Planning & Execution Tool (cPet) software provides automated FlexFile and Quantity data reports and also legacy reports including the 1921, 1921-1, 1921-2, and 1921-5 cost report validation as well as assisted CSDR plan creation.

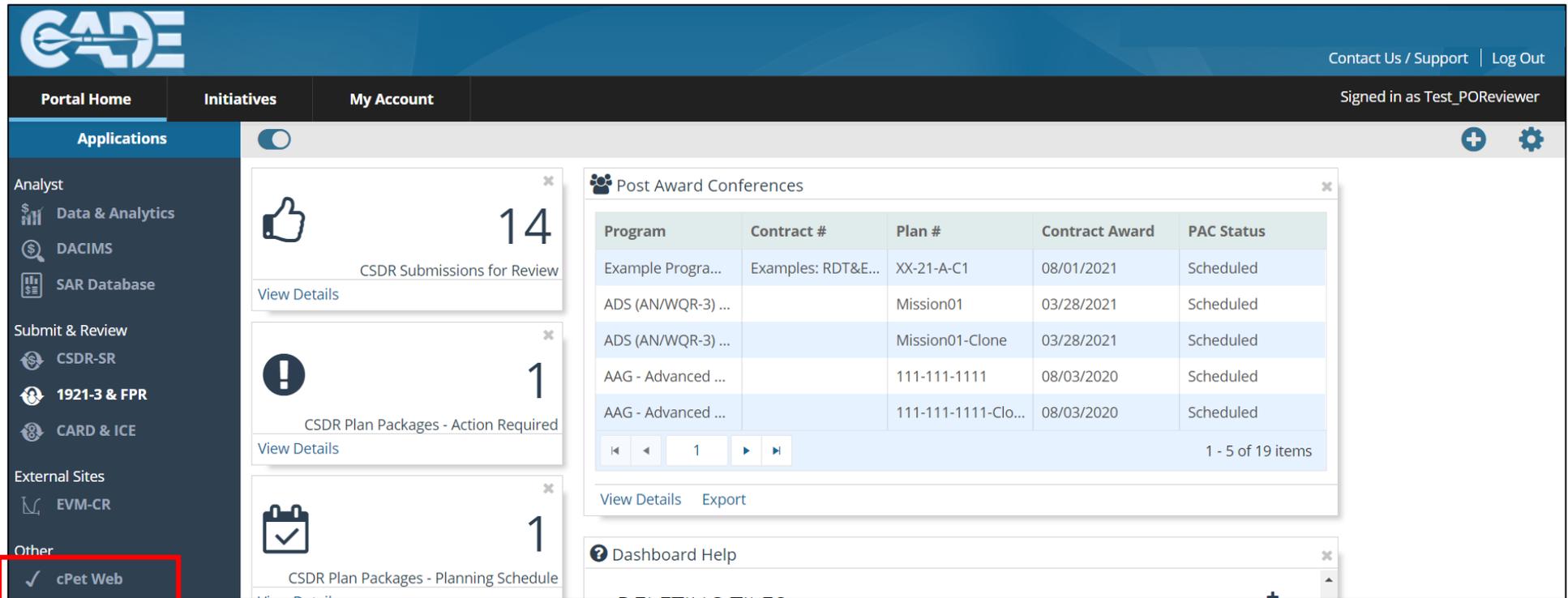
- Creation of new program/contract plans using the cPet WBS editor
- Automated conversion of plans to the latest version of the DD 2794
  - Requirements for Cost and Hour Report (FlexFile) and Quantity Data Report
  - Supplements for the Scope Definition, SRDR Development and Maintenance tables
- Ability to create and edit your FlexFile and Quantity Data report templates in Excel or JSON format
- Ability to validate your FlexFile and Quantity Data Report against the CSDR plan
- Creation of Resource Distribution Tables (RDTs)
- Validation of 1921 and 1921-1 cost reports (requires a copy of CSDR plan in either .xls or .xml format)
- Side-by-side comparison of 1921 or 1921-1 reports across two reporting periods

- To download cPet, [Click Here](#)
- For more information cPet, [Click Here](#)
- For the cPet User Guide, [Click Here](#)
- For cPet XML Schemas, [Click Here](#)
- For cPet errors for contractors, [Click Here](#)
- For cPet demo files, [Click Here](#)
- For instructions on how cPet can assist Industry Data Preparers in the creation and validation of the FlexFile and Quantity reports, [Click Here](#)

## cPet Overview

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To enter the “cPet Web Application”, select “**cPet web**” from the list of applications on the left panel under “Other”.



Program	Contract #	Plan #	Contract Award	PAC Status
Example Progra...	Examples: RDT&E...	XX-21-A-C1	08/01/2021	Scheduled
ADS (AN/WQR-3) ...		Mission01	03/28/2021	Scheduled
ADS (AN/WQR-3) ...		Mission01-Clone	03/28/2021	Scheduled
AAG - Advanced ...		111-111-1111	08/03/2020	Scheduled
AAG - Advanced ...		111-111-1111-Clo...	08/03/2020	Scheduled

CSDR Planning & Execution Tool (cPet) software provides automated FlexFile and Quantity data reports and also legacy reports including the 1921, 1921-1, 1921-2, and 1921-5 cost report validation as well as assisted CSDR plan creation.



cPet Overview

XML & JSON Conversion

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COST DATA SUMMARY REPORT									
<small>The public reporting burden for this collection of information is estimated to average 8 hours 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 collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Executive Services Directorate (0704-0188). Respondents should be aware that providing information on this collection of information does not imply a recommendation, endorsement, or approval of the collection of information by the Department of Defense. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Executive Services Directorate (0704-0188). Respondents should be aware that providing information on this collection of information does not imply a recommendation, endorsement, or approval of the collection of information by the Department of Defense.</small>									
1. PROGRAM a. HICAP: cPet Demonstration Space System (CDSS) b. PHASE: Development		2. PRIME MISSION PRODUCT Demo PMP		3. CONTRACTOR TYPE (If one) a. PRIME/ASSOCIATE b. DIRECT REPORTING SUBCONTRACTOR		4. NAME/ADDRESS (Include ZIP Code) Demo Corporation, 456 Test Blvd, New York, NY, 55555		5. APPROVED PLAN NUMBER X-08-Y-C1	
6. CUSTOMER (DIRECT REPORTING SUBCONTRACTOR USE ONLY)		7. CONTRACT FFP		8. CONTRACT PRICE \$3,219,200.0		9. CONTRACT N/A		10. TYPE ACTION a. CONTRACT NO. A99XYZ-08-B-1234 b. LATEST MODIFICATION c. SOLICITATION NO. d. NAME: Demo	
11. PERIOD OF PERFORMANCE a. START DATE (YYYYMMDD) b. END DATE (YYYYMMDD)		12. APPROPRIATION a. ROUTE b. PROCUREMENT c. ODM		13. REPORT CYCLE INITIAL INTERIM FINAL		14. SUBMISSION NUMBER 1		15. RESUBMISSION NUMBER 0	
17. NAME (Last, First, Middle Initial) Tester, Fred A		18. DEPARTMENT Business Operations		19. TELEPHONE NUMBER (Include Area Code) 555-555-5555		20. EMAIL ADDRESS afred@demo.com		21. DATE PREPARED (YYYYMMDD) 20081031	
VBS ELEMENT CODE A	VBS REPORTING ELEMENTS B	NUMBER OF UNITS TO DATE C	COSTS INCURRED TO DATE			NUMBER OF UNITS AT COMPLETION G	COSTS INCURRED AT COMPLETION		
			NONRECURRING D	RECURRING E	TOTAL F		NONRECURRING H	RECURRING I	TOTAL J
10	Space System	0	\$419,000.0	\$48,200.0	\$467,200.0	1	\$2,879,000.0	\$40,700.0	\$2,919,700.0
11	SET/PM and Other Common Elements	0	\$25,000.0	\$25,000.0	\$50,000.0	1	\$125,000.0	\$29,000.0	\$154,000.0
12	Space Vehicle (L... as required)	0	\$225,000.0	\$13,200.0	\$242,200.0	1	\$1,329,000.0	\$57,200.0	\$1,386,200.0
12.1	SET/PM and Other Common Elements	0	\$24,000.0	\$5,000.0	\$29,000.0	1	\$124,000.0	\$9,000.0	\$133,000.0
12.2	Spacecraft Bus	0	\$22,000.0	\$2,500.0	\$24,500.0	1	\$222,000.0	\$19,500.0	\$232,500.0
12.2.1	Integration, Assembly, Test and Checkout	0	\$12,000.0	\$2,000.0	\$14,000.0	1	\$112,000.0	\$6,000.0	\$118,000.0
12.2.2	Telemetry, Tracking, and Command Subsystem	0	\$10,000.0	\$500.0	\$10,500.0	1	\$110,000.0	\$4,500.0	\$114,500.0
12.3	Communication (Payload)	0	\$24,000.0	\$80.0	\$24,080.0	1	\$424,000.0	\$19,000.0	\$443,000.0

welcome to

# cPet

Suggestions for getting started:

- Import an Excel-based CSDR Plan by selecting File→Import
  - Create a new CSDR Plan by selecting File→New
  - Open an existing cPet document by selecting File→Open
- Drag and drop cPet files from Windows Explorer into this window
- Select Help to access the built-in Help System

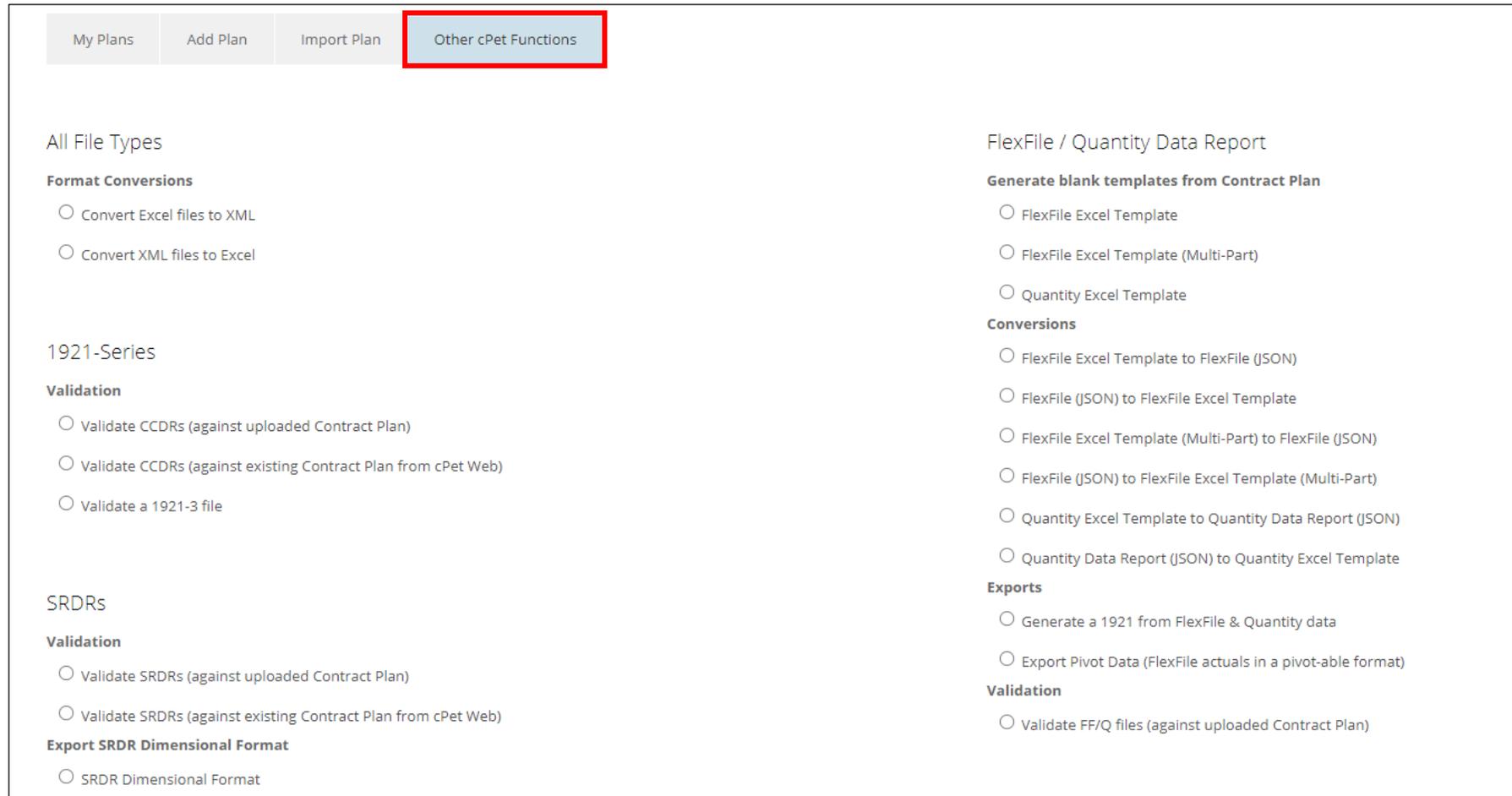
```
<?xml version="1.0" encoding="utf-8"?>
<Form1921 xmlns="urn:Teconote:DCARC:CCDRForms2007" xmlns:xsi="http:
<programName>cPet Demonstration Space System (CDSS)</programName>
<programPhase>Development</programPhase>
<primeMissionProduct>Demo PMP</primeMissionProduct>
<contractorType>Prime or Associate</contractorType>
<contractorNameAddress>
  <contractorName>Demo Corporation, 456 Test Blvd, New York, NY,
  <address>
    <address1></address1>
    <address2></address2>
    <city></city>
    <state></state>
    <zipcode></zipcode>
    <isInternational>false</isInternational>
  </address>
</contractorNameAddress>
<approvedPlanNumber>X-08-Y-C1</approvedPlanNumber>
<customerName></customerName>
<contractType></contractType>
<contractPrice>3219200</contractPrice>
<contractCeiling>N/A</contractCeiling>
<typeAction>
  <contractNumber>A99XYZ-08-B-1234</contractNumber>
  <latestModification></latestModification>
  <solicitationNumber></solicitationNumber>
  <name>Demo</name>
</typeAction>
<periodOfPerformance>
  <startDate>2008-05-13</startDate>
  <endDate>2010-01-31</endDate>
</periodOfPerformance>
```

cPet defines XML standard for CSDR data

## cPet Overview

XML & JSON  
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The Other cPet Functions tab allows you to convert legacy 1921 files, FlexFiles, SRDRs and DD 2794 CSDR plans to xml/JSON or human-readable versions.



The screenshot shows the 'Other cPet Functions' tab selected in the top navigation bar. The main content area is divided into several sections:

- All File Types**
  - Format Conversions**
    - Convert Excel files to XML
    - Convert XML files to Excel
  - 1921-Series**
    - Validation**
      - Validate CCDRs (against uploaded Contract Plan)
      - Validate CCDRs (against existing Contract Plan from cPet Web)
      - Validate a 1921-3 file
    - SRDRs**
      - Validation**
        - Validate SRDRs (against uploaded Contract Plan)
        - Validate SRDRs (against existing Contract Plan from cPet Web)
      - Export SRDR Dimensional Format**
        - SRDR Dimensional Format
  - FlexFile / Quantity Data Report**
    - Generate blank templates from Contract Plan**
      - FlexFile Excel Template
      - FlexFile Excel Template (Multi-Part)
      - Quantity Excel Template
    - Conversions**
      - FlexFile Excel Template to FlexFile (JSON)
      - FlexFile (JSON) to FlexFile Excel Template
      - FlexFile Excel Template (Multi-Part) to FlexFile (JSON)
      - FlexFile (JSON) to FlexFile Excel Template (Multi-Part)
      - Quantity Excel Template to Quantity Data Report (JSON)
      - Quantity Data Report (JSON) to Quantity Excel Template
    - Exports**
      - Generate a 1921 from FlexFile & Quantity data
      - Export Pivot Data (FlexFile actuals in a pivot-able format)
    - Validation**
      - Validate FF/Q files (against uploaded Contract Plan)



cPet Overview

XML & JSON Conversion

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**1** **Other**  **cPet Web**

**2** **Manage Plans**  
 My Plans | Add Plan | Import Plan | **Other cPet Functions**

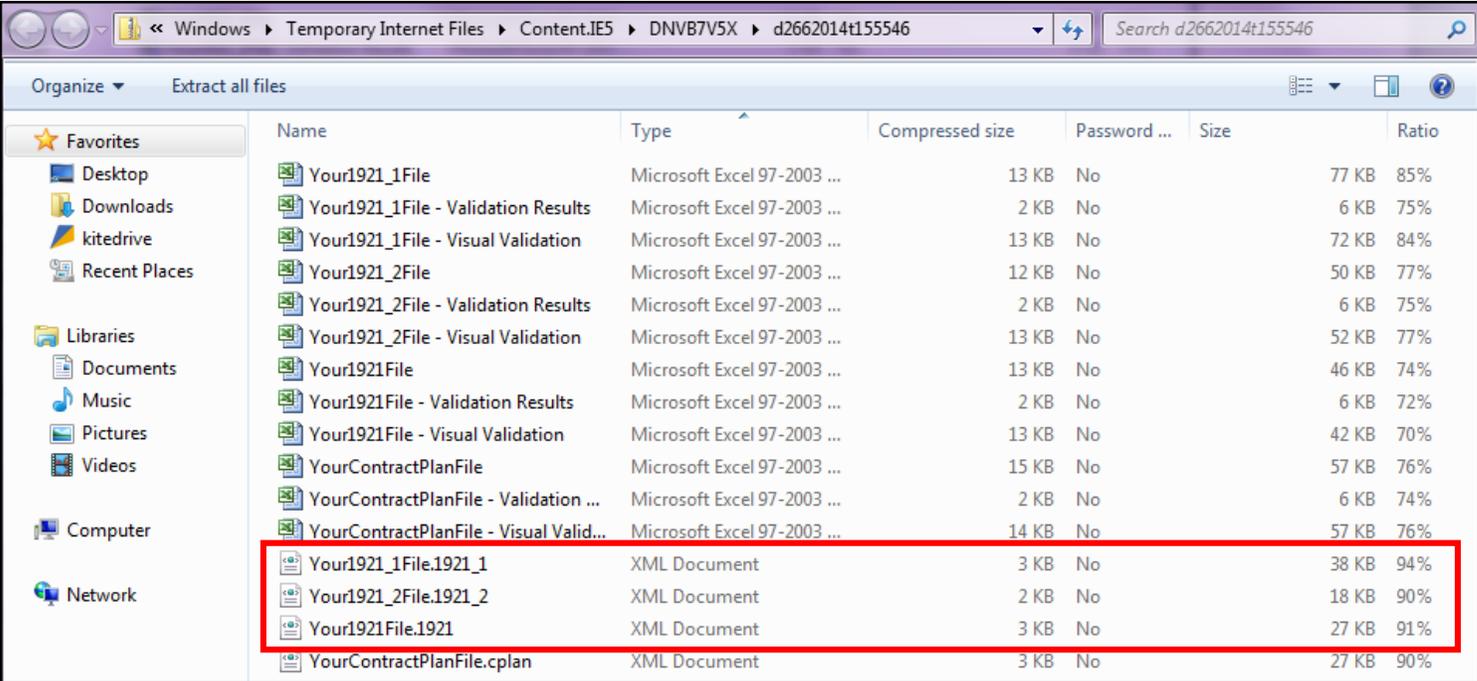
**3** **Convert XML to XLS**  
 Contract Plan   
 1921   
 1921-1   
 1921-2   
 1921-3   
 1921-5   
 SRDR Dev   
 SRDR Mx   
 SRDR ERP

1. Navigate to cPet Web from the **Portal Home Page**, then select **Other cPet Functions**.

2. Select **Convert Excel Files to XML**.

3. Browse and select the appropriate reports (i.e., 1921, 1921-1, SRDR etc.) reports. Then click **Convert**

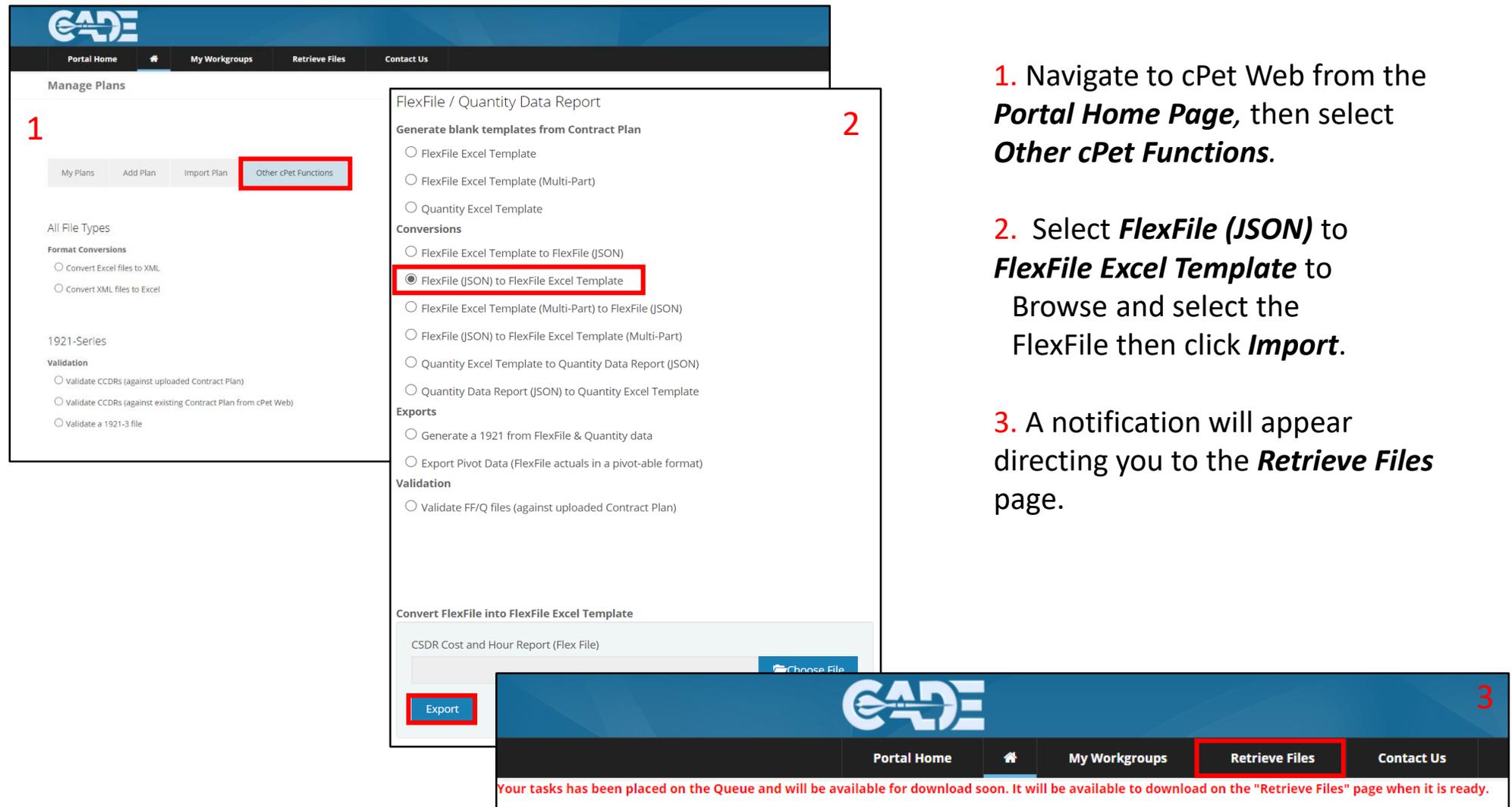
cPet Overview

XML & JSON  
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Name	Type	Compressed size	Password ...	Size	Ratio
Your1921_1File	Microsoft Excel 97-2003 ...	13 KB	No	77 KB	85%
Your1921_1File - Validation Results	Microsoft Excel 97-2003 ...	2 KB	No	6 KB	75%
Your1921_1File - Visual Validation	Microsoft Excel 97-2003 ...	13 KB	No	72 KB	84%
Your1921_2File	Microsoft Excel 97-2003 ...	12 KB	No	50 KB	77%
Your1921_2File - Validation Results	Microsoft Excel 97-2003 ...	2 KB	No	6 KB	75%
Your1921_2File - Visual Validation	Microsoft Excel 97-2003 ...	13 KB	No	52 KB	77%
Your1921File	Microsoft Excel 97-2003 ...	13 KB	No	46 KB	74%
Your1921File - Validation Results	Microsoft Excel 97-2003 ...	2 KB	No	6 KB	72%
Your1921File - Visual Validation	Microsoft Excel 97-2003 ...	13 KB	No	42 KB	70%
YourContractPlanFile	Microsoft Excel 97-2003 ...	15 KB	No	57 KB	76%
YourContractPlanFile - Validation ...	Microsoft Excel 97-2003 ...	2 KB	No	6 KB	74%
YourContractPlanFile - Visual Valid...	Microsoft Excel 97-2003 ...	14 KB	No	57 KB	76%
Your1921_1File.1921_1	XML Document	3 KB	No	38 KB	94%
Your1921_2File.1921_2	XML Document	2 KB	No	18 KB	90%
Your1921File.1921	XML Document	3 KB	No	27 KB	91%
YourContractPlanFile.cplan	XML Document	3 KB	No	27 KB	90%

You will be prompted to open a folder containing the original Excel files, as well as the converted XML files.

cPet Overview

XML & JSON  
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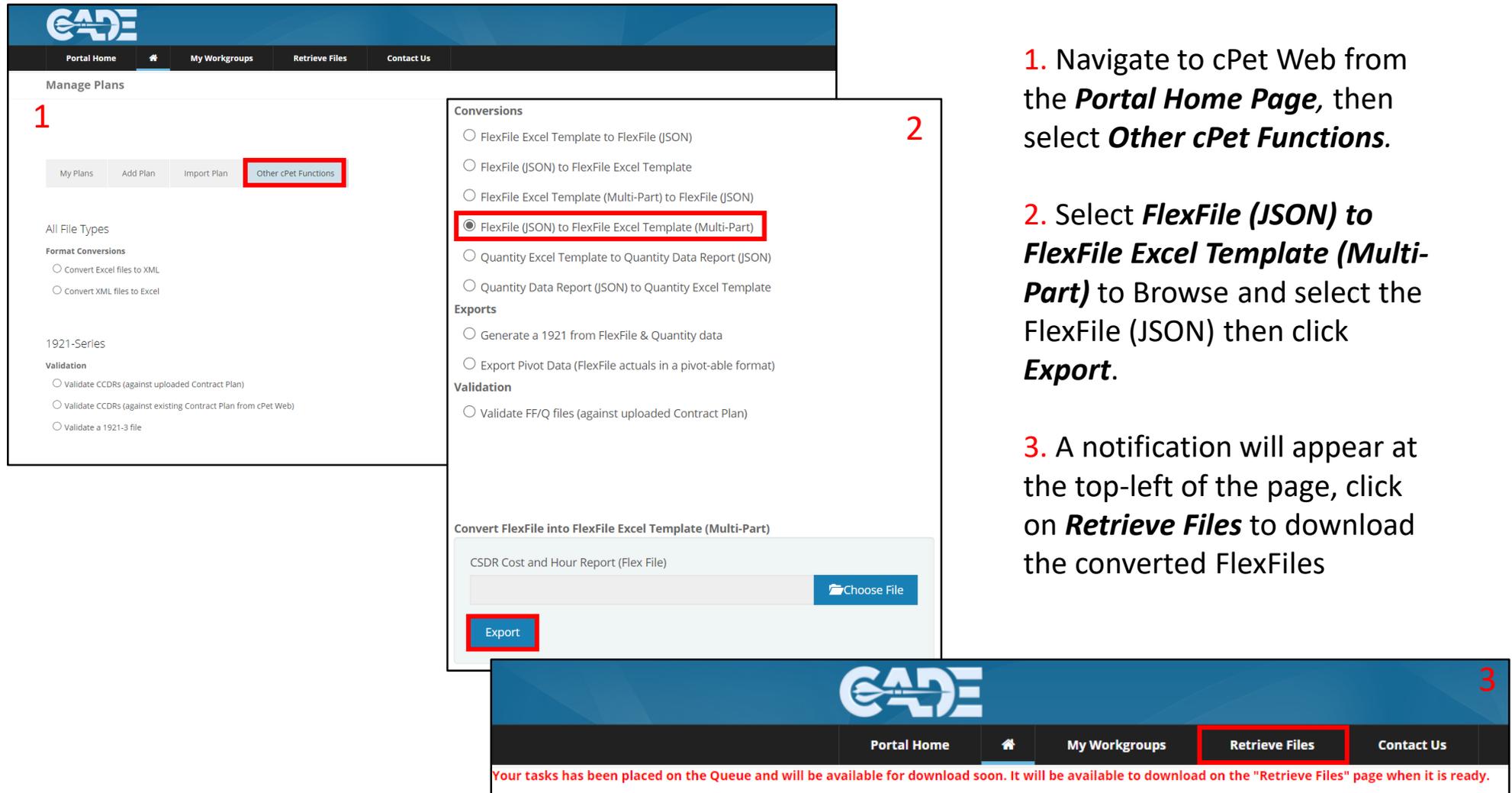
1. Navigate to cPet Web from the **Portal Home Page**, then select **Other cPet Functions**.

2. Select **FlexFile (JSON)** to **FlexFile Excel Template** to Browse and select the FlexFile then click **Import**.

3. A notification will appear directing you to the **Retrieve Files** page.

Your tasks has been placed on the Queue and will be available for download soon. It will be available to download on the "Retrieve Files" page when it is ready.

cPet Overview

XML & JSON  
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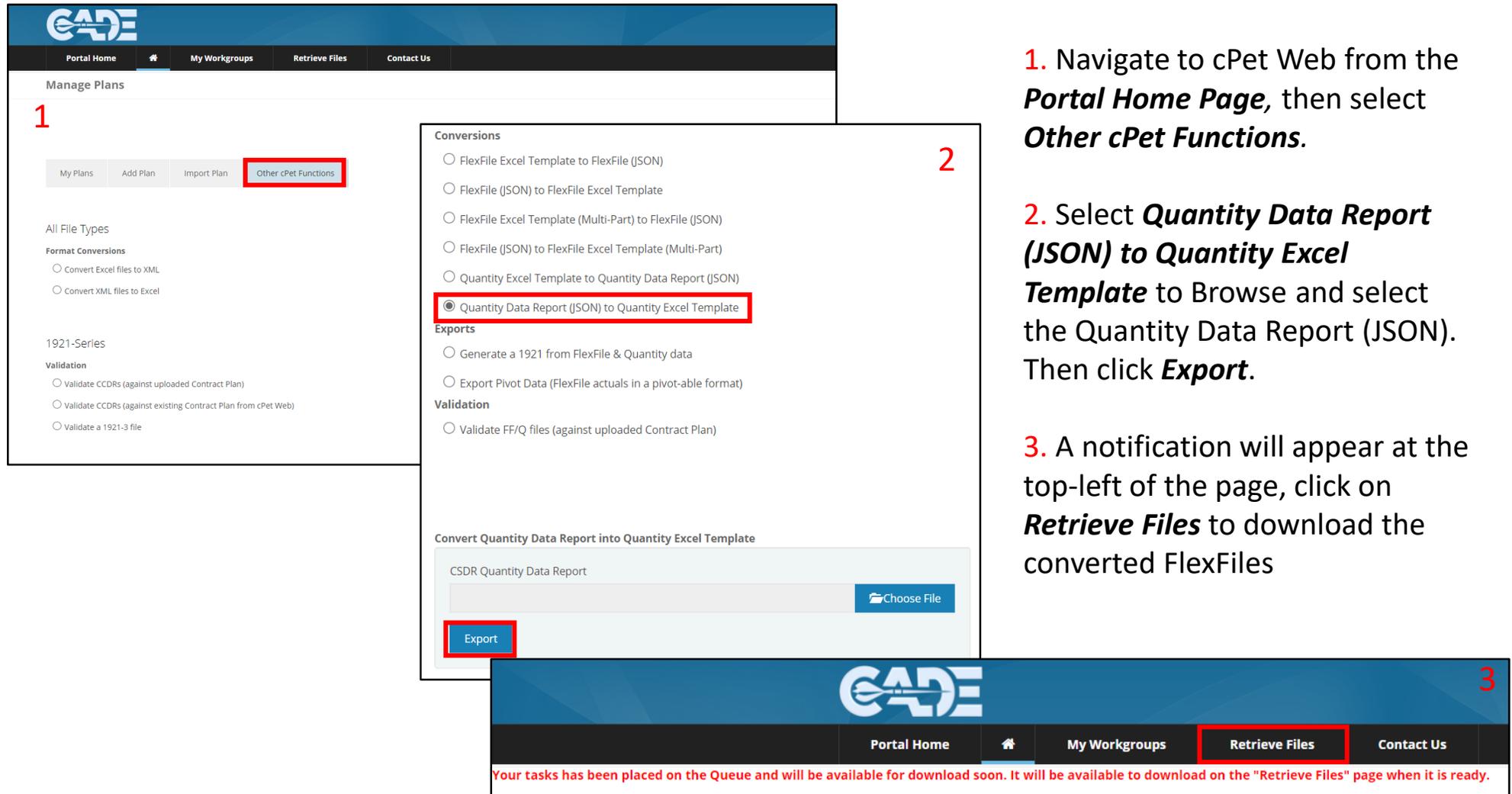
The screenshot shows the CADE cPet Web interface. The navigation bar at the top includes 'Portal Home', 'My Workgroups', 'Retrieve Files', and 'Contact Us'. The main content area is titled 'Manage Plans' and contains several sections: 'My Plans', 'Add Plan', 'Import Plan', and 'Other cPet Functions' (highlighted with a red box and labeled '1'). Below these are sections for 'All File Types', 'Format Conversions', '1921-Series', and 'Validation'. A modal window titled 'Conversions' is open, showing a list of conversion options. The option 'FlexFile (JSON) to FlexFile Excel Template (Multi-Part)' is selected (highlighted with a red box and labeled '2'). Below the modal, there is a section for 'Convert FlexFile into FlexFile Excel Template (Multi-Part)' with a 'Choose File' button and an 'Export' button (highlighted with a red box). At the bottom of the page, the 'Retrieve Files' button in the navigation bar is highlighted with a red box and labeled '3'. A notification at the bottom of the page states: 'Your tasks has been placed on the Queue and will be available for download soon. It will be available to download on the "Retrieve Files" page when it is ready.'

1. Navigate to cPet Web from the **Portal Home Page**, then select **Other cPet Functions**.

2. Select **FlexFile (JSON) to FlexFile Excel Template (Multi-Part)** to Browse and select the FlexFile (JSON) then click **Export**.

3. A notification will appear at the top-left of the page, click on **Retrieve Files** to download the converted FlexFiles

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1

2

3

1. Navigate to cPet Web from the **Portal Home Page**, then select **Other cPet Functions**.

2. Select **Quantity Data Report (JSON) to Quantity Excel Template** to Browse and select the Quantity Data Report (JSON). Then click **Export**.

3. A notification will appear at the top-left of the page, click on **Retrieve Files** to download the converted FlexFiles

Your tasks has been placed on the Queue and will be available for download soon. It will be available to download on the "Retrieve Files" page when it is ready.



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**COST DATA SUMMARY REPORT**

The 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 this collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Commerce, Washington Headquarters Service, Executive Service Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision that may state otherwise, it does not include a currently valid OMB control number. **PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.**

**1. MAJOR PROGRAM:** 4. NAME: DEMO PMP  
**2. PRIME MISSION:** 5. REPORTING ORGANIZATION TYPE: DEMO PMP  
**3. CONTRACT TYPE:** 6. CONTRACT NUMBER: 48502-08-B-0234  
**7. CONTRACT PRICE:** 8. CONTRACT DATE: 08/28/2008  
**9. CONTRACT ACTION:** 10. SOLICITATION NO.:  
**11. PERIOD OF PERFORMANCE:** 12. REPORT AS OF (YYYYMMDD): 200800  
**13. APPROXIMATION DATE:** 14. REPORT CYCLE: 15. SUBMISSION NUMBER: 1  
**16. NAME:** 17. DATE PREPARED (YYYYMMDD): 200800  
**18. DEPARTMENT:** 19. TELEPHONE NO. (Include Area Code): 20. E-MAIL ADDRESS: [af@ltd@demobase.com](mailto:af@ltd@demobase.com)

WEB ELEMENT CODE	WEB REPORTING ELEMENTS	NUMBER OF UNITS TO DATE	COSTS INCURRED TO DATE (thousands of U.S. Dollars)			NUMBER OF UNITS AT COMPLETION	COSTS INCURRED AT COMPLETION (thousands of U.S. Dollars)		
			NONRECURRING	RECURRING	TOTAL		NONRECURRING	RECURRING	TOTAL
01	Space System	00	\$488,200.00	\$19,200.00	\$507,400.00	19110	\$238,000.00	\$184,700.00	\$422,700.00
02	SEI/SPM and Other Common Elements	00	\$200,000.00	\$0.00	\$200,000.00	10	\$120,000.00	\$184,000.00	\$304,000.00
03	Space Vehicle (L, M, or Heavy)	00	\$288,200.00	\$19,200.00	\$307,400.00	10	\$118,000.00	\$100,700.00	\$218,700.00
101	SEI/SPM and Other Common Elements	00	\$200,000.00	\$0.00	\$200,000.00	10	\$120,000.00	\$184,000.00	\$304,000.00
102	Spacecraft Bus	00	\$12,000.00	\$19,200.00	\$31,200.00	10	\$18,000.00	\$16,700.00	\$34,700.00
103	Integration, Assembly, Test and Checkout	00	\$12,000.00	\$0.00	\$12,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
104	Training, Testing, and Command Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
105	Communication	00	\$12,000.00	\$0.00	\$12,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
106	RF Antenna Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
107	RF Antenna Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
108	Payload	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
109	Launch Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
110	Launch Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
111	Space Vehicle Storage	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
112	Launch System Integration	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
113	Launch Operator's Mission Report	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
114	Ground (L, M, or Heavy)	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
115	SEI/SPM and Other Common Elements	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
116	Ground Control Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
117	Command and Control Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
118	Mission Management Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
119	Data Acquisition Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
120	Mission Data Processing Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
121	Mission Data Analysis and Determination Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
122	Mission Information System	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
123	Collection Management Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
124	Sample Control Subsystem	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
125	Launch Vehicle	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
126	User Equipment	00	\$18,000.00	\$0.00	\$18,000.00	10	\$18,000.00	\$16,700.00	\$34,700.00
127	Subtotal Cost		\$488,200.00	\$19,200.00	\$507,400.00		\$238,000.00	\$184,700.00	\$422,700.00
128	Reporting Contractor GSA		\$24,000.00	\$0.00	\$24,000.00		\$0.00	\$0.00	\$24,000.00

cPet desktop and cPet Web create Excel "Visual Validation" files in the source folder containing the original files

Cells highlighted in GREEN verify that the Excel data was transferred correctly to XML, and the data will be readable in XML format

**FUNCTIONAL DATA ELEMENTS**

FUNCTIONAL DATA ELEMENTS	COSTS AND HOURS INCURRED TO DATE			COSTS AND HOURS INCURRED AT COMPLETION		
	A. NONRECURRING	B. RECURRING	C. TOTAL	D. NONRECURRING	E. RECURRING	F. TOTAL
<b>ENGINEERING</b>						
(1) DIRECT ENGINEERING LABOR HOURS	3000	3000	6000	3000	4000	7000
(2) DIRECT ENGINEERING LABOR DOLLARS	\$180,000.00	\$180,000.00	\$360,000.00	\$180,000.00	\$200,000.00	\$380,000.00
(3) ENGINEERING OVERHEAD DOLLARS	\$36,000.00	\$36,000.00	\$72,000.00	\$36,000.00	\$40,000.00	\$76,000.00
(4) TOTAL ENGINEERING DOLLARS	\$216,000.00	\$216,000.00	\$432,000.00	\$216,000.00	\$240,000.00	\$456,000.00
<b>MANUFACTURING OPERATIONS</b>						
(1) DIRECT TOOLING LABOR HOURS	0	0	0	0	0	0
(2) DIRECT TOOLING LABOR DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(3) DIRECT TOOLING EQUIPMENT DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(4) DIRECT QUALITY CONTROL LABOR HOURS	0	0	0	0	0	0
(5) DIRECT QUALITY CONTROL LABOR DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(6) DIRECT MANUFACTURING LABOR HOURS	0	0	0	0	0	0
(7) DIRECT MANUFACTURING LABOR DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(8) TOTAL MANUFACTURING OPERATIONS DOLLARS (Sum of rows 8, 9, 10, 11, and 12)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>MATERIALS</b>						
(1) RAW MATERIAL DOLLARS	\$20,000.00	\$20,000.00	\$40,000.00	\$20,000.00	\$20,000.00	\$40,000.00
(2) PURCHASE PARTS DOLLARS	\$40,000.00	\$40,000.00	\$80,000.00	\$40,000.00	\$40,000.00	\$80,000.00
(3) PURCHASE EQUIPMENT DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(4) MATERIAL HANDLING OVERHEAD DOLLARS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(5) TOTAL DIRECT REPORTING SUBCONTRACTOR DOLLARS	\$60,000.00	\$60,000.00	\$120,000.00	\$60,000.00	\$60,000.00	\$120,000.00
(6) TOTAL MATERIAL DOLLARS	\$60,000.00	\$60,000.00	\$120,000.00	\$60,000.00	\$60,000.00	\$120,000.00
<b>OTHER COSTS</b>						
(1) OTHER COSTS NOT SHOWN ELSEWHERE (Specify in Remarks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>SUMMARY</b>						
(1) TOTAL COST (Sum of Rows 1-12)	\$488,200.00	\$19,200.00	\$507,400.00	\$238,000.00	\$184,700.00	\$422,700.00
(2) REMARKS						

**PROGRESS CURVE REPORT**

The 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 this collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Commerce, Washington Headquarters Service, Executive Service Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision that may state otherwise, it does not include a currently valid OMB control number. **PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.**

**1. MAJOR PROGRAM:** 4. NAME: DEMO PMP  
**2. PRIME MISSION:** 5. REPORTING ORGANIZATION TYPE: DEMO PMP  
**3. CONTRACT TYPE:** 6. CONTRACT NUMBER: 48502-08-B-0234  
**7. CONTRACT PRICE:** 8. CONTRACT DATE: 08/28/2008  
**9. CONTRACT ACTION:** 10. SOLICITATION NO.:  
**11. PERIOD OF PERFORMANCE:** 12. REPORT AS OF (YYYYMMDD): 200800  
**13. APPROXIMATION DATE:** 14. REPORT CYCLE: 15. SUBMISSION NUMBER: 1  
**16. NAME:** 17. DATE PREPARED (YYYYMMDD): 200800  
**18. DEPARTMENT:** 19. TELEPHONE NO. (Include Area Code): 20. E-MAIL ADDRESS: [af@ltd@demobase.com](mailto:af@ltd@demobase.com)

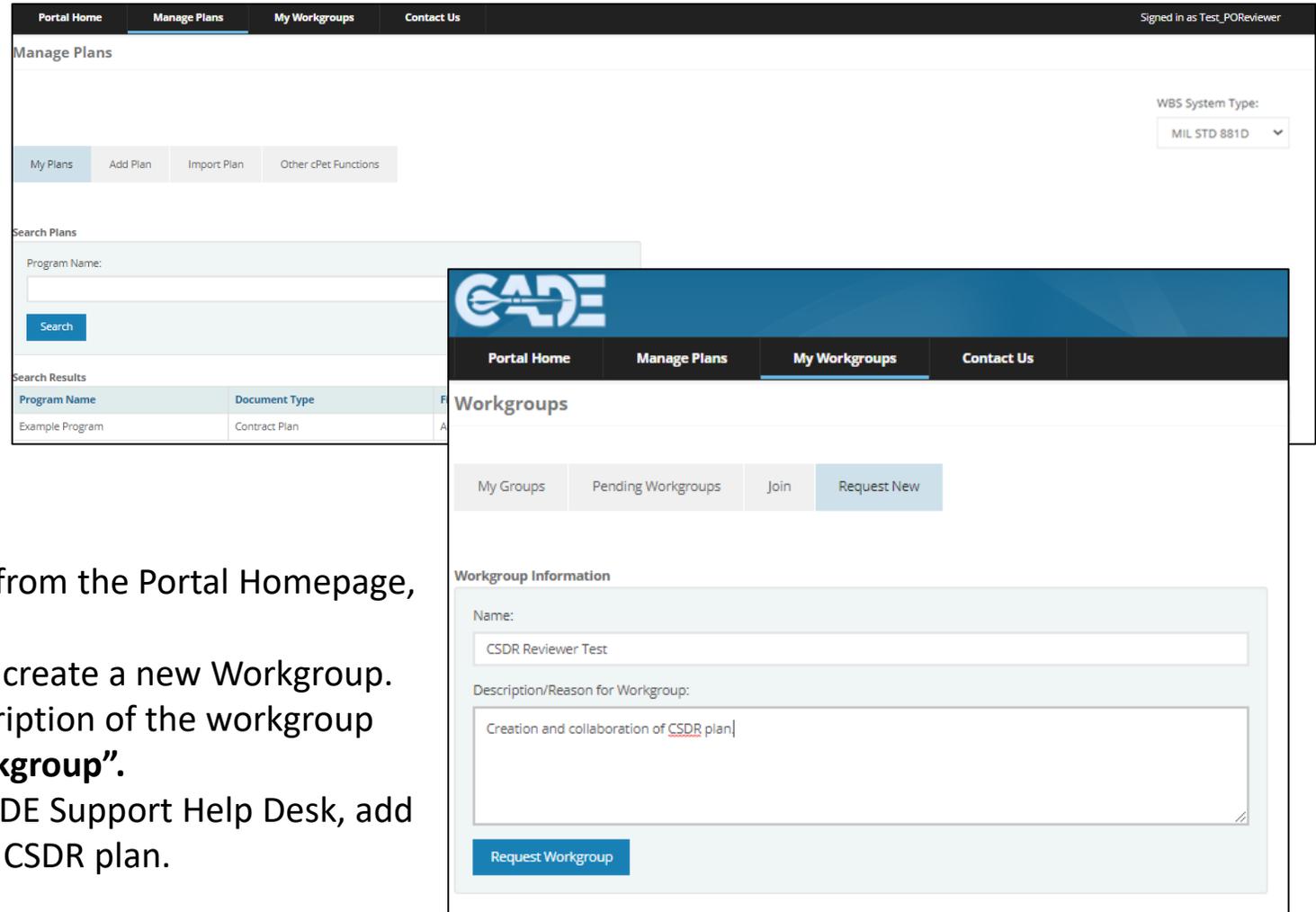
A. COMPLETED UNITS		B. UNITS IN PROCESS (WIP)		C. TOTAL DIRECT COSTS AND HOURS INCURRED TO DATE	
A1	A2	B1	B2	C1	C2
UNIT	VAL	UNIT	VAL	UNIT	VAL
1.0	1.0	2.0	3.0	5.0	2.3
2.0	1.0	1.0	1.0	2.0	1.0
3.0	1.0	1.0	1.0	2.0	1.0
4.0	1.0	1.0	1.0	2.0	1.0
5.0	1.0	1.0	1.0	2.0	1.0
6.0	1.0	1.0	1.0	2.0	1.0
7.0	1.0	1.0	1.0	2.0	1.0
8.0	1.0	1.0	1.0	2.0	1.0
9.0	1.0	1.0	1.0	2.0	1.0
10.0	1.0	1.0	1.0	2.0	1.0
11.0	1.0	1.0	1.0	2.0	1.0
12.0	1.0	1.0	1.0	2.0	1.0
13.0	1.0	1.0	1.0	2.0	1.0
14.0	1.0	1.0	1.0	2.0	1.0
15.0	1.0	1.0	1.0	2.0	1.0
16.0	1.0	1.0	1.0	2.0	1.0
17.0	1.0	1.0	1.0	2.0	1.0
18.0	1.0	1.0	1.0	2.0	1.0
19.0	1.0	1.0	1.0	2.0	1.0
20.0	1.0	1.0	1.0	2.0	1.0
21.0	1.0	1.0	1.0	2.0	1.0
22.0	1.0	1.0	1.0	2.0	1.0
23.0	1.0	1.0	1.0	2.0	1.0
24.0	1.0	1.0	1.0	2.0	1.0
25.0	1.0	1.0	1.0	2.0	1.0
26.0	1.0	1.0	1.0	2.0	1.0
27.0	1.0	1.0	1.0	2.0	1.0
28.0	1.0	1.0	1.0	2.0	1.0
29.0	1.0	1.0	1.0	2.0	1.0
30.0	1.0	1.0	1.0	2.0	1.0
31.0	1.0	1.0	1.0	2.0	1.0
32.0	1.0	1.0	1.0	2.0	1.0
33.0	1.0	1.0	1.0	2.0	1.0
34.0	1.0	1.0	1.0	2.0	1.0
35.0	1.0	1.0	1.0	2.0	1.0
36.0	1.0	1.0	1.0	2.0	1.0
37.0	1.0	1.0	1.0	2.0	1.0
38.0	1.0	1.0	1.0	2.0	1.0
39.0	1.0	1.0	1.0	2.0	1.0
40.0	1.0	1.0	1.0	2.0	1.0
41.0	1.0	1.0	1.0	2.0	1.0
42.0	1.0	1.0	1.0	2.0	1.0
43.0	1.0	1.0	1.0	2.0	1.0
44.0	1.0	1.0	1.0	2.0	1.0
45.0	1.0	1.0	1.0	2.0	1.0
46.0	1.0	1.0	1.0	2.0	1.0
47.0	1.0	1.0	1.0	2.0	1.0
48.0	1.0	1.0	1.0	2.0	1.0
49.0	1.0	1.0	1.0	2.0	1.0
50.0	1.0	1.0	1.0	2.0	1.0
51.0	1.0	1.0	1.0	2.0	1.0
52.0	1.0	1.0	1.0	2.0	1.0
53.0	1.0	1.0	1.0	2.0	1.0
54.0	1.0	1.0	1.0	2.0	1.0
55.0	1.0	1.0	1.0	2.0	1.0
56.0	1.0	1.0	1.0	2.0	1.0
57.0	1.0	1.0	1.0	2.0	1.0
58.0	1.0	1.0	1.0	2.0	1.0
59.0	1.0	1.0	1.0	2.0	1.0
60.0	1.0	1.0	1.0	2.0	1.0
61.0	1.0	1.0	1.0	2.0	1.0
62.0	1.0	1.0	1.0	2.0	1.0
63.0	1.0	1.0	1.0	2.0	1.0
64.0	1.0	1.0	1.0	2.0	1.0
65.0	1.0	1.0	1.0	2.0	1.0
66.0	1.0	1.0	1.0	2.0	1.0
67.0	1.0	1.0	1.0	2.0	1.0
68.0	1.0	1.0	1.0	2.0	1.0
69.0	1.0	1.0	1.0	2.0	1.0
70.0	1.0	1.0	1.0	2.	

cPet Overview

XML & JSON  
ConversionManaging  
WorkgroupsEditing CSDR  
Plans

cPet Workgroups can be used to collaborate with Cost Working Integrated Product Team (CWIPT) members in creating and editing the CSDR plan prior to uploading into the PPM.

1. After selecting cPet Web from the Portal Homepage, select **“My Workgroups”**.
2. Select **“Request Now”** to create a new Workgroup.
3. Identify a name and description of the workgroup and select **“Request Workgroup”**.
4. Once approved by the CADE Support Help Desk, add members and upload the CSDR plan.



The screenshot displays the CADE web application interface. The top navigation bar includes 'Portal Home', 'Manage Plans', 'My Workgroups', and 'Contact Us'. The user is signed in as 'Test\_POReviewer'. The 'Manage Plans' section is active, showing a 'WBS System Type' dropdown set to 'MIL STD 881D'. Below this are buttons for 'My Plans', 'Add Plan', 'Import Plan', and 'Other cPet Functions'. A 'Search Plans' section contains a 'Program Name' input field and a 'Search' button. The 'Search Results' table shows one entry: 'Example Program' with a 'Document Type' of 'Contract Plan'.

The 'My Workgroups' section is also visible, featuring buttons for 'My Groups', 'Pending Workgroups', 'Join', and 'Request New'. Below these is the 'Workgroup Information' form, which includes a 'Name' field (containing 'CSDR Reviewer Test') and a 'Description/Reason for Workgroup' text area (containing 'Creation and collaboration of CSDR plan'). A 'Request Workgroup' button is located at the bottom of the form.

cPet Overview

XML & JSON Conversion

Managing Workgroups

Editing CSDR Plans

Select the Pencil icon to open cPet Web. The Pencil icon appears once a CSDR plan has been uploaded.

Documents

Action Required

Any  Yes  No

Required	File	Upload Date	Accepted Date	User	Action Required		
2011 CSDR Plan					No	Prior Versions	Request Update

CADE

Portal Home | **Manage Plans** | My Workgroups | Contact Us | Contact Us / Support | Log Out

Signed in as Test\_POReviewer

Manage Plans

WBS System Type: MIL STD 881D

My Plans | Add Plan | Import Plan | Other cPet Functions

Search Plans

Program Name:

**Search**

Search Results

Program Name	Document Type	File Name	Last Updated	
Example Program	Contract Plan	Aircraft Development CSDR Plan	2/6/2018	



cPet Overview

XML & JSON Conversion

Managing Workgroups

Editing CSDR Plans

Navigate among all the tabs to create or edit plan information.

The screenshot displays the 'Plan Detail' interface in two states. The top view shows a navigation bar with tabs: Basic Information, Contract Information, DD2794 Narrative, WBS Editor, Requirements, Submission Events, Contractors, Supplements, Export, and Report Count. The bottom view shows the same page with a tree view on the left and a form on the right. The 'WBS Editor' tab is highlighted in both views.

**Plan Detail**

Back Previous Next

Contract Plan for Program cPet Demonstration Space System (CDSS)

WBS System Type: MIL STD 881D

Basic Information Contract Information DD2794 Narrative WBS Editor Requirements Submission Events Contractors Supplements Export Report Count

File Name:

**Plan Detail**

Back

Contract Plan for Program Example Program

Basic Information Contract Information DD2794 Narrative WBS Editor Requirements Submission Events Contractors Export Report Count

Viewing Mode: Tree View

Add Delete Insert

- Aircraft
  - Air Vehicle
  - System Engineering
  - Program Management
  - System Test and Evaluation
  - Training
  - Data
  - Peculiar Support Equipment
  - Common Support Equipment
  - Operational/Site Activation
  - Industrial Facilities
  - Initial Spares and Repair Parts
  - Rate Tooling

Preparing Organization: Demo Organization

Approved Plan Number: X-08-Y-C1

Revision Number:

Current Submission Date: 5/12/2008

Last Approved Plan Date:

Phone: 310-555-5555

Email: tester@testing\_local

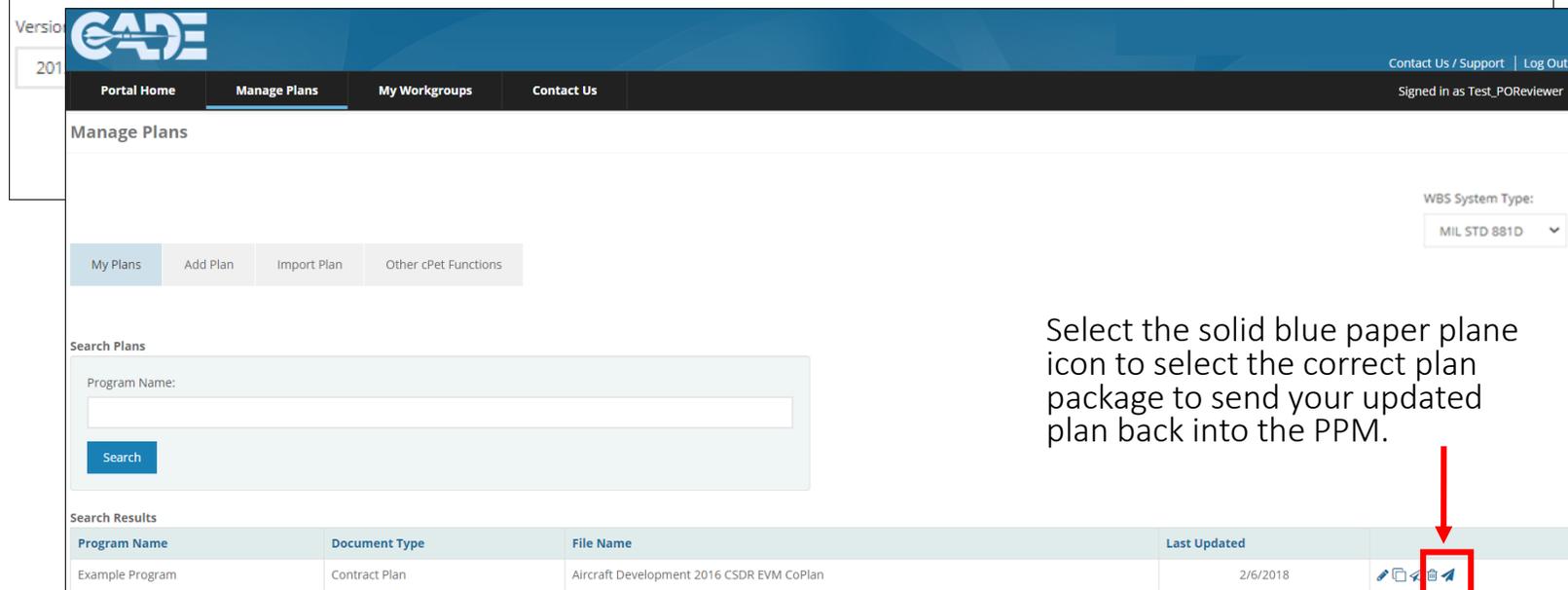
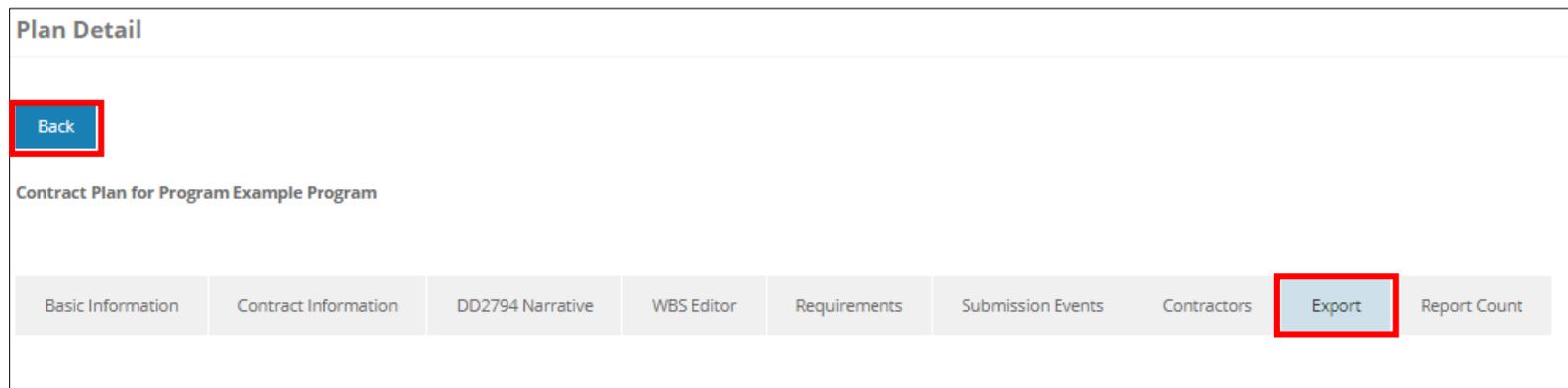
cPet Overview

XML & JSON Conversion

Managing Workgroups

Editing CSDR Plans

- The Export tab allows you to save an XML or Excel version of the Plan.
- Able to generate the Resource Distribution Table (RDT).
- Select **“Back”** to return to the **“Manage Plans”** page. Select the paper plane icon to send the plan back to the PPM.



Select the solid blue paper plane icon to select the correct plan package to send your updated plan back into the PPM.

cPet Overview

XML & JSON Conversion

Managing Workgroups

Editing CSDR Plans

Select the solid blue plane icon to send the plan back to the PPM. This allows you to select the program, plan package and plan task that you would like to send your edited plan back to in the PPM.

Send to PPM
✕

Select Program:

Select a Program

Select Plan Package:

Select Plan Task:

Close

My Plans
Add Plan
Import Plan
Other cPet Functions

**Search Plans**

Program Name:

Search

**Search Results**

Program Name	Document Type	File Name	Last Update	
example	Contract Plan	Aircraft Development CSDR Plan	7/1/2019	<div style="border: 1px solid #ccc; padding: 2px; display: flex; gap: 5px;"> <span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">📄</span> <span style="font-size: 1.2em;">📁</span> <span style="font-size: 1.2em;">🗑️</span> <span style="font-size: 1.2em;">✈️</span> </div>

Edit/Manage Plan

✎

Clone/Copy

📄

Send to cPet plan Web Work Group

📁

Delete

🗑️

Send to PPM

✈️