

Reporting Requirements

(a) Work Breakdown Structure (WBS). Except as provided for elsewhere in the Agreement, the WBS, as approved by the Subcontract Administrator (SA), shall provide the basis for all reports required under the Agreement. The WBS shall be derived from the Statement of Work (SOW) and shall otherwise conform to any implementation guidance which may be provided by the SA.

(b) Periodic Plans and Reports. (1) The Seller shall submit periodic cost, schedule, and technical performance plans and reports in such form and substance as may be required by the SA. These periodic plans and reports shall be submitted at the intervals, to the addresses, and in the quantities, specified by the SA. Where specific forms are required for individual plans and reports, the SA shall provide such forms to the Seller. The plans and reports expected to be submitted by the Seller are described generally as follows:

- General Management Reports narratively summarize schedule, labor, and cost plans and status, and provide explanations of status variances from plans.
- Schedule/Labor Cost Reports provide information on schedule, labor and cost plans and status.
- Performance Measurement Reports provide information regarding budgeted cost versus actual cost, schedule performance against milestones, and estimated cost at completion.
- Technical Reports are the means by which scientific, technical, and engineering information acquired in the performance of the work is disseminated.

(2) Plans and reports shall be prepared by the Seller in such a manner as to provide for—

- consistency with the SOW, the approved WBS, and
- correlation of data among the various plans and reports.

(c) Changes in Work Effort. The reporting system established and maintained by the Seller pursuant to this clause shall recognize changes in work effort directed by the SA. During performance of this Agreement, the Seller shall update and/or change, as appropriate, the WBS (including any diagrams, supporting work descriptions, and WBS dictionary) to reflect changes in the SOW. The Seller's reporting system shall be able to -

(1) Incorporate changes in this Agreement affecting estimated cost, schedule, and other relevant terms and conditions of the Agreement, in a timely manner;

(2) Reconcile estimated costs at the lowest level of the project summary WBS with current performance measurement budgets in terms of:

- Changes to the authorized work, and
- Internal replanning in the detail needed by management for effective control.

(3) Prohibit retroactive changes to records pertaining to work performed that will change previously-reported costs except for correction of errors and routine accounting adjustments;

(4) Prevent revisions to the Agreement's estimated costs except for Company-directed or approved changes to the effort; and

(5) Document changes to the performance measurement baseline and on a timely basis notify the SA of such changes.

(d) The Seller agrees to provide the SA, or designated authorized representatives, access to information and documents constituting the Seller's reporting system described in (b) above.

(e) The Seller shall include the requirements of this clause in cost-reimbursement subcontracts when—

(1) The value of the subcontract is greater than \$2 million, unless specifically waived by the SA, or

(2) The SA determines that the subcontract effort is, or involves, a critical task related to this Agreement.

(End of clause.)