

2. TITLE		1. IDENTIFICATION NUMBER	
Technical Report - Study/Services		DI-MISC-80508	
3. DESCRIPTION/PURPOSE			
3.1 A technical report provides fully documented results of studies or analyses performed.			
4. APPROVAL DATE (YYMMDD) 880115	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR) G/T2137	6a. DTIC APPLICABLE X	6b. GIDEP APPLICABLE
7. APPLICATION/INTERRELATIONSHIP			
7.1 This data item description contains the format and content preparation instructions for the data product generated by the specific and discrete task requirement as delineated in the contract.			
7.2 This DID supersedes DI-A-5029.			
7.3 Defense Technical Information Center (DTIC), Cameron Station, Alexandria, VA 22314.			
8. APPROVAL LIMITATION		9a. APPLICABLE FORMS	9b. AMSC NUMBER G4291
10. PREPARATION INSTRUCTIONS			
10.1 <u>Format.</u>			
(a) The report and all attachments shall be typewritten, or otherwise clearly lettered, and shall be duplicated using non-fading ink.			
(b) Text shall be prepared on standard letter size paper (8 1/2" X 11").			
(c) When attachments are included, they shall be fully identified, referenced in the text, and folded to conform to the size paper used in the report.			
(d) Security classification and distribution markings shall conform to the requirements of the contract, purchase description and security requirements checklist, as applicable.			
10.2 <u>Content.</u>			
(a) Title Page - Identifies the report by providing contract number, project name or purchase description title, task number, and reporting period.			
(continued on page 2)			
11. DISTRIBUTION STATEMENT			
DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.			

DI-MGMT-80508

Block 10. Preparation Instructions (Continued)

(b) Table of Contents

(c) Section I - Includes the following:

(1) Introduction

(2) Summary - A brief statement of results obtained from the analytic effort.

(3) Conclusions and their condensed technical substantiations.

(d) Section II - A complete and detailed description of the analytic results which led to the conclusions stated in Section I above.

**DEFENSE INTELLIGENCE AGENCY STAFF SUMMARY SHEET**

SG1A

ROUTE TO	ACTION	SIGNATURE (Grade and Surname)	ORIGINATOR (Symbol)	DATE
1	RSQ	Coord	DT-S	10 Jan 91
2	OC	Coord		
3	ESO			
4	ED	Approve		
			<b>ACTION OFFICER</b>	
			<b>SIGNATURE</b>	
			SG1J	
			<b>TYPED GRADE AND SURNAME</b>	
			<b>TYPIST'S INITIALS</b>	
			JB	

**SUBJECT**

SG1J

**REMARKS**

1. **PURPOSE:** Waiver of Senior Review Board (SRB) Process for Advanced Acquisition Planning (AAP) to procure external phenomenological research and analysis.
2. **BACKGROUND:**
  - a. DIA first learned of the possibility of receiving Congressionally directed funds for conducting phenomenological research and analysis in mid-October 1990. Actual funding levels were not known until late November and the funds were not received in DIA until December 1990.
  - b. Since this activity was not originally planned by DIA, there was no way to initiate an AAP package as required by February 1990. Consequently, due to the unexpected nature of this Congressional action, the resulting late timing of contract package initiation, and the need to expedite procurement to facilitate time critical research and planning actions, it is essential that a waiver for SRB involvement in processing this purchase request be granted.
3. **RECOMMENDATION:** ED approve waiver of SRB process for purchase request 330/0012Z/91 signing endorsement on this Staff Summary Sheet.

1 ENCLOSURE  
Procurement Request 330/0012Z/91

Approved: \_\_\_\_\_



1/20/91

Disapproved: \_\_\_\_\_

SG1J

*John T. Berbrich*  
**JOHN T. BERBRICH**  
Assistant Deputy Director  
for Scientific and  
Technical Intelligence

# CONTRACT DATA REQUIREMENTS LIST

Form Approved  
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 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 this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

<b>A. CONTRACT LINE ITEM NO.</b> 0002		<b>B. EXH/ATTACHMENT</b>		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER <u>X</u>	
<b>D. SYSTEM/ITEM</b> Phenomenological Research and Analysis			<b>E. CONTRACT/PR NO.</b> 330/0012Z/91		<b>F. CONTRACTOR</b> SAIC
<b>1. DATA ITEM NO.</b> A001	<b>2. TITLE OF DATA ITEM</b> Contractor's progress, status, and management report			<b>3. SUBTITLE</b> Periodic Status Reports	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-MGMT-80227		<b>5. CONTRACT REFERENCE (S.O.W.)</b> Para C.6.2, C.6.3		<b>6. REQUIRING OFFICE</b> DIA/DT-5A	
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> BI-MO-	<b>12. DATE OF FIRST SUBMISSION</b> 5 DARC		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b> A		<b>11. AS OF DATE</b> 0	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		
<b>16. REMARKS</b> Ref block 12: Contractor will provide draft report 3 DARP. Draft will be returned within 5 working days.			<b>15. TOTAL</b> →		<b>b. COPIES</b> Draft Final Reg Repr
				DT-5A 1 2	
				1 2	
<b>1. DATA ITEM NO.</b> A002	<b>2. TITLE OF DATA ITEM</b> Technical Report-Study/Services			<b>3. SUBTITLE</b> Interim Technical Reports	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-MISC-80508		<b>5. CONTRACT REFERENCE (S.O.W.)</b> Para C.6.2, C.6.3, C.6.5		<b>6. REQUIRING OFFICE</b> DIA/DT-5A	
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> 4TIME	<b>12. DATE OF FIRST SUBMISSION</b> 5 DARC		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> 0	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		
<b>16. REMARKS</b> Ref Block 12: Contractor will provide draft report 5 DARP. Draft will be returned within 7 working days.			<b>15. TOTAL</b> →		<b>b. COPIES</b> Draft Final Reg Repr
				DT-5A 2 2	
				2 2	
<b>1. DATA ITEM NO.</b> A003	<b>2. TITLE OF DATA ITEM</b>			<b>3. SUBTITLE</b> Special Report	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-MISC-80508		<b>5. CONTRACT REFERENCE (S.O.W.)</b> Para C.6.1		<b>6. REQUIRING OFFICE</b> DIA/DT-5A	
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ONE/R	<b>12. DATE OF FIRST SUBMISSION</b> See block 16		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> 0	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		
<b>16. REMARKS</b> Ref block 12: COTR will advise contractor on specific date for this Congressional support item. Estimated date is 1 May 1991.			<b>15. TOTAL</b> →		<b>b. COPIES</b> Draft Final Reg Repr
				DT-5A 2 4	
				2 4	
<b>1. DATA ITEM NO.</b> A004	<b>2. TITLE OF DATA ITEM</b>			<b>3. SUBTITLE</b> Final Technical Report	
<b>4. AUTHORITY (Data Acquisition Document No.)</b> DI-MISC-80508		<b>5. CONTRACT REFERENCE (S.O.W.)</b> Para C.6.2, C.6.3		<b>6. REQUIRING OFFICE</b> DIA/DT-5A	
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ONE/R	<b>12. DATE OF FIRST SUBMISSION</b> See block 16		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b> A		<b>11. AS OF DATE</b> 0	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		
<b>16. REMARKS</b> Ref block 12: Contents of this report will encompass A004 plus any remaining contract period. Contractor will provide draft report 5 DARP. Draft will be returned within 7 working days			<b>15. TOTAL</b> →		<b>b. COPIES</b> Draft Final Reg Repr
				DT-5A 2 6	
				2 6	
<b>G.</b>		<b>H. DATE</b> 7 JAN 91	<b>I. APPROVED BY</b> DMO		<b>J. DATE</b> 23 JAN 91

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

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