

# Subpart 5602.1 - DEFINITIONS

*(Revised November 2018)*

*Bridge Action* - A non-competitive action (contract/order/mod) awarded to bridge the time between the end of one action and the beginning of a competitively awarded follow-on action.

*Chief, Contracting Office* - The person with direct responsibility for the overall operations, administration, and performance of the contracting office. Performs all actions specified within FAR and DFARS as a "level above the Contracting Officer," and/or as delegated by the Headquarters (HQ), USSOCOM, Director of Procurement, Competition Advocate General, or USSOCOM Director, Office of Small Business Programs.

*Contracting Division* - Contracting activities that are organizationally aligned within HQ USSOCOM.

*Contracting Office* - A contracting activity that receives its contracting authority from the Commander, Special Operations Command through the HQ, USSOCOM, Director of Procurement, synonymous with "procuring activity."

*Contracting Officer's Representative* - Person delegated to act on behalf of the contracting officer on a specific contract or multiple contracts, in a limited capacity and with specific authority as stated in the Letter of Delegation.

*Field Contracting Offices* - Contracting activities that are organizationally aligned within USSOCOM Service or Theater Special Operations Components.

*Office Chief* - The term "Office Chief" is issued in this policy to refer to both Chiefs of Field Contracting Offices and HQ Contracting Division Chiefs.

*Ordering Officer* - An appointed official with limited authority to purchase and obligate the government.

*Primary Contracting Officer's Representative* - A USSOCOM unique term. Person designated and authorized by the contracting officer to perform specific technical or administrative functions on behalf of the contracting officer on a specific contract.

*Requiring Activity Official* - The point of contact from the requiring activity delegated responsibility for decisions regarding a acquisition or procurement.

*Technical Representative* - A USSOCOM unique term that refers to a person appointed by the COR to perform specific technical or administrative functions to assist the COR.

**Parent topic:** [Part 5602 - DEFINITIONS OF WORDS AND TERMS](#)

## 5602.190 - ACRONYMS

*(Revised June 2017)*

|      |                                                |
|------|------------------------------------------------|
| AAC  | Agency Advocate for Competition                |
| ACO  | Administrative Contracting Officer             |
| ACOR | Alternate Contracting Officer's Representative |
| AE   | Acquisition Executive                          |
| AFEB | Award Fee Evaluation Board                     |
| AP   | Acquisition Plan                               |
| APS  | Acquisition Planning Sheet                     |
| APM  | Assistant Program Manager                      |
| AOR  | Area of Operational Responsibility             |
| BCM  | Business Clearance Memorandum                  |
| CAAS | Contract for Advisory and Assistance Services  |
| CAO  | Contract Administration Office                 |
| CAR  | Contract Action Report                         |
| CCP  | Contracting Office Competition Plan            |
| CCR  | Contracting Office Competition Report          |
| CDRL | Contract Data Requirements List                |
| CICA | Competition In Contracting Act                 |
| CID  | Commercial Item Description                    |
| COC  | Certificate of Compliance                      |
| COR  | Contracting Officer's Representative           |

|         |                                                             |
|---------|-------------------------------------------------------------|
| CRD     | Competitive Range Determination                             |
| CSR     | Communication-Computer System Requirements Document         |
| D&F     | Determination and Findings                                  |
| DCAA    | Defense Contracting Audit Agency                            |
| DCADS   | Defense Contract Action Data System                         |
| DCG     | Desktop Contract Guide                                      |
| DCMA    | Defense Contract Management Agency                          |
| DDA     | Deputy Director for Acquisition                             |
| DDoP    | Deputy Directory of Procurement                             |
| DID     | Data Item Description                                       |
| DODI    | Department of Defense Instruction                           |
| DoDISS  | Department of Defense Index of Specifications and Standards |
| DOP/DoP | Directorate of Procurement/Director of Procurement          |
| DTIC    | Defense Technical Information Center                        |
| EC      | Electronic Commerce                                         |
| ECITS   | Electronic Contracting Information Transfer System          |
| EDA     | Electronic Document Access                                  |
| EDI     | Electronic Data Interchange                                 |
| FCCM    | Facilities Capital Cost of Money                            |
| FCO     | Field Contracting Offices                                   |

|         |                                                   |
|---------|---------------------------------------------------|
| FDO     | Fee Determining Official                          |
| FIP     | Federal Information Processing                    |
| FPDS-NG | Federal Procurement Data System - Next Generation |
| FOIA    | Freedom of Information Act                        |
| FPRA    | Forward Pricing Rate Agreement                    |
| G&A     | General and Administrative (Expenses or Rate)     |
| GAO     | General Accountability Office                     |
| GPO     | Government Printing Office                        |
| GSA     | General Services Administration                   |
| HCA     | Head of Contracting Activity                      |
| HCD     | HQ Contracting Division                           |
| HOA     | Head of Agency                                    |
| IBOP    | Interactive Business Opportunity Page             |
| IFB     | Invitation for Bid                                |
| IG      | Inspector General                                 |
| IGCE    | Independent Government Cost Estimate              |
| J&A     | Justification and Approval                        |
| JRD     | Justification Review Document                     |
| KO/CO   | Contracting Officer                               |
| LNO     | Liaison Officer                                   |

|          |                                                                  |
|----------|------------------------------------------------------------------|
| LSA      | Labor Surplus Area                                               |
| MAR      | Mid-Atlantic Region                                              |
| MDA      | Milestone Decision Authority                                     |
| MDAE     | Military Deputy to Acquisition Executive                         |
| MIPR     | Military Interdepartmental Purchase Request                      |
| NDI      | Non-Developmental Item                                           |
| OMB      | Office of Management and Budget                                  |
| OSBP     | Office of Small Business Programs                                |
| OSD      | Office of the Secretary of Defense                               |
| PAAC     | Procuring Activity Advocate for Competition                      |
| PAS      | Pre-Award Surveys                                                |
| PD2      | Procurement Defense Desktop                                      |
| RAO      | Requiring Activity Official                                      |
| SAMP     | Single Acquisition Management Plan                               |
| SAE/SPE  | Service Acquisition Executive/Senior Procurement Executive       |
| SES      | Senior Executive Service                                         |
| SOAE     | Special Operations Acquisition Executive                         |
| SOAG     | Special Operations Competition Advocate General Office           |
| SOF AT&L | Special Operations Forces Acquisition, Technology, and Logistics |
| SOJA     | Special Operations Judge Advocate's Office                       |

|             |                                                             |
|-------------|-------------------------------------------------------------|
| SOJA-AQ     | Special Operations Judge Advocate's Office, Acquisition Law |
| SOF AT&L-K  | SOF AT&L Directorate of Procurement                         |
| SOF AT&L-KM | SOF AT&L Mission Support Division                           |
| SOF AT&L-KX | SOF AT&L Operations Support Division                        |
| SOWO        | Special Operations Washington Office                        |
| SPE         | Senior Procurement Executive                                |
| SPS         | Standard Procurement System                                 |
| SSEB        | Source Selection Evaluation Board                           |
| TILO        | Technical Industrial Liaison Office                         |
| UCA         | Undefinitized Contracting Action                            |
| U.S.C.      | United States Code                                          |
| USP         | Un-Solicited Proposals                                      |

HQ, United States Special Operations Command

Special Operations Forces Acquisition, Technology, and Logistics (SOF AT&L)

SOFARS 5602

February 2007