

Data Reporting – Quality Management



Guiding Principle

Procurement Directors are responsible for ensuring that their contracting staff complete all Federal and Department of Energy (DOE) data reporting requirements, and that all data submissions are timely, accurate, and current.

References

Federal Acquisition Regulation (FAR) Subpart 4.6 - Contract Reporting

Office of Federal Procurement Policy (OFPP) Guidance - Improving Acquisition Data Quality for FY 2009 and 2010

Policy Flash 2010-82 – Subaward Reporting for Federal Funding and Transparency Act of 2006 (FFATA)

Acquisition Guide Chapter 19.0 - Small Business Programs - An Overview

Acquisition Guide Chapter 42.15 - Contractor Past Performance Information

Acquisition Guide Chapter 42.16 - Reporting Other Contractor Information into Federal Awardee Performance and Integrity Information System

U.S. DOE Data Quality Plan

Overview

The purpose of this Chapter is to provide an overview of contracting staff responsibilities for ensuring the collection, transmission, and management of various data used for procurement and financial assistance activity in the Department.

Background

The Office of Management and Budget (OMB) has identified the management and quality of procurement information as a performance measure for all federal agencies. OMB guidelines require agencies to make information quality a performance goal and to develop a review process to ensure the integrity of information before it is reported. At the time of OMB's original direction, the primary concern focused on data entered into the Federal Procurement Data System, now known as the Federal Procurement Data System - Next Generation (FPDS-NG). However since then, many more government-wide data collection systems have become operational and are in use government-wide, all of which require the same robust quality management as originally envisioned by OMB. OMB emphasizes that complete, accurate, and timely federal procurement and financial assistance data are essential for ensuring that the government has the right information when planning and awarding contracts and financial assistance instruments, and that the public has reliable data to track how its tax dollars are being spent.

FAR 4.604 requires the Chief Acquisition Officer (CAO) of each federal agency to certify annually to the OFPP and the General Services Administration (GSA) that their previous fiscal year's FPDS-NG data are complete and accurate. DOE subsequently implemented a quarterly validation requirement for its FPDS-NG data. A Data Quality Plan ("the Plan") (attached) is in place that provides detail on how to complete the quarterly validation.

In a Memorandum dated October 7, 2009, OFPP issued detailed guidance to all CAOs for agency submissions of the annual data quality certification. OFPP noted that over the previous year, agency data quality certifications demonstrated that agencies were generally undertaking more disciplined processes to improve and validate the accuracy of their FPDS-NG data. However, OFPP stated that the validation and reporting processes could be further improved. Additional guidance is currently being developed by OFPP for distribution to federal agencies, and will be reflected in an update to this Guide Chapter once it is issued.

Guidance

Each DOE procurement office is responsible for the accuracy, timeliness, and completeness of the data that it submits for the following department-wide and government-wide data systems and reports:

- Strategic Integrated Procurement Enterprise System (STRIPES)
- Procurement and Assistance Data System (PADS)
- Federal Procurement Data System – Next Generation (FPDS-NG)
- Federal Assistance Award Data System Plus (FAADS Plus)
- Contractor Performance Assessment Reporting System (CPARS)
- Federal Awardee Performance and Integrity Information System (FAPIIS)
- Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)
- Electronic Subcontracting Reporting System (eSRS)
- USASPENDING.GOV
- RECOVERY.GOV
- Annual Competition Report
- Annual Balanced Scorecard Report
- Annual Buy American Act Report
- Small Business Goaling Report
- Small Business Bundled and Consolidated Contracts Report
- Small Business Service Contract Inventory
- Recycled Content Product Purchasing Data Report
- Performance-Based Acquisition Report
- National Interest Action Report

In order to meet the objective of providing complete, accurate, and timely information in each of the above systems, each contracting activity is required to become familiar with, and conduct quarterly reviews of, the data pursuant to the Plan.

Each contracting activity has identified a Data Quality Point of Contact and independent reviewers to conduct the reviews. Any updates to the Plan will be provided to the contracting activity's Data Quality Point of Contact.