

PART 53—FORMS

53.001 Definition.

As used in this part—

Exception means an approved departure from the established design, content, or conditions for use of any standard form.

Subpart 53.1—General

53.101 Policy.

(a) *Requirements.* The requirements for using the forms are contained in parts 1 through 52, where the subject matter applicable to each form is addressed.

(b) *Forms list.* A list of the standard forms (SF), optional forms (OF), and agency forms specified by the FAR for use in acquisitions is available at <https://acquisition.gov/FARforms>. The list identifies the forms' current edition location, FAR part requirement, and prescribing agency.

(c) *Continuation sheets.* SFs prescribed in the FAR may be continued on plain paper of similar specification, or specially constructed continuation sheets (e.g., OF 336). Continuation sheets must include both the reference number of the document being continued and the serial page number in the upper right hand corner.

(d) *Exceptions.* Agencies must obtain an exception from the form's prescribing agency. For SFs prescribed by the FAR, agencies must obtain an exception from the FAR Council.

53.102-52.104 [Reserved]

53.105 Computer generation.

(a) The forms prescribed in the FAR may be computer generated without obtaining an exception (see 53.101(d)), provided that—

(1) There is no change to the name, content, or sequence of the data elements, and the form carries its number and edition date; or

(2) The form is in an electronic format covered by the American National Standards Institute (ANSI) X12 Standards published by the Accredited

Standards Committee X12 on Electronic Data Interchange or a format that can be translated into one of those standards.

53.106-53.107 [Reserved]

53.108 Recommendations concerning forms.

(a) *Public.* FAR users may recommend new forms or revisions, elimination, or consolidation of existing forms identified on the forms list (see 53.101(b)). These recommendations should be submitted to the FAR Secretariat.

(b) *Government.* Recommendations from within an executive agency must be submitted to the cognizant council in accordance with agency procedures.

53.109-53.110 [Reserved]

53.111 Contract clause.

Insert the clause at 52.253-1, Computer Generated Forms, in solicitations and contracts that require the contractor to submit data on SFs or OFs; and, unless prohibited by agency regulations, forms prescribed by agency supplements.

Subpart 53.2-[Reserved] Subpart 53.3-[Reserved]

Part 52 - Solicitation Provisions and Contract Clauses

52.253-1 Computer Generated Forms.

As prescribed in FAR 53.111, insert the following clause:

Computer Generated Forms (DEVIATION DATE)

(a) Any data required to be submitted on a Standard or Optional Form may be submitted on a computer generated version of the form, provided there is no change to the name, content, or sequence of the data elements on the form, and provided the form carries the Standard or Optional Form number and edition date.

(b) Unless prohibited by agency regulations, any data required to be submitted on an agency unique form prescribed by an agency supplement to the FAR may be submitted on a computer generated version of the form provided there is no change to the name, content, or sequence of the data elements on the form and provided the form carries the agency form number and edition

date.

(c) If the Contractor submits a computer generated version of a form that is different than the required form, then the rights and obligations of the parties will be determined based on the content of the required form.

(End of clause)