

Deliverables						
Contract Section Cross Reference	Title/Name/Item	Submittal Period	Submittal Date/Frequency	Submittal Medium Entry into RMS-Default	Deliver To	Technical Exhibit Cross Reference
	All deliverables should be in electronic format unless otherwise specified.	DUE DATE			COTR as defined by letter	
	Maintenance					
C1.5 C2 goal	develop, implement, manage, and maintain including lessons learned all required plans ship-centric maintenance program	As Necessary Continuously	Continuously Continuously	CD-ROM copies for Activation, Operations, Deactivation. And Safety Plans.	COTR Vessel	
C2.1.4	Review existing regulatory schedules and develop plan and schedule any requirements due within the year of for the Business Plan NTP.	Within 45 days of NTP	One Time	email or RMS Business Plan	RMS	
C2.1.6	Notification that Regulatory Compliance cannot be maintained	Within 24 hours of discovery	As Required	Phone w/E-Mail Confirmation	COTR	
C1.5; C2.1.7	Submittal of Changes to Annual Business Plan for corrective actions to deficiencies uncovered during regulatory inspections	As Necessary	As Required	RMS Business Plan	RMS	
C2.1.8	Identify changes to Regulatory requirements	Within one month of publication	As Required	RMS Business Plan	RMS	
C2.1.10	Enroll and/or maintain ship in Alternate Compliance Program	Continuously	Continuous		with ABS	
C1.5; C2.1.10	Integrate into the Annual Business Plan and Give Year Plan and Scheduling of Open/Inspect Requirements to support ACP and Continuous Machinery Survey/Class	As Necessary	As Required	RMS Business Plan	RMS	
C2.1.11	Maintain currency of regulatory body certificate dates	As Necessary	As Required	RMS Business Plan	RMS	
C2.2.2	Report C-rating	Weekly	As Required	phone call to COTR with ewritten entry to RMS	RMS	
C2.2.4	Maintain vessel in C1 or C2 both phases	Continuously	As Required	RMS Business Plan	RMS	
C2.2.5.1	Report events which would place vessel in C-3 or C-4 status	Within 24 hours of discovery	As Required	Phone w/E-Mail Confirmation	COTR	
C1.5; C2.2.5.2	Take action to correct C-3 or C-4 status; change Business plan	IAW Task Order	As Required	task order; enter change into RMS	RMS	
C1.5; C2.2.6.1	Identify C-5 period for regulatory inspections, upgrades, and major maintenance periods within the business plan	see C2.1.4 and C2.1.5	As Required	RMS Business Plan	RMS	
C2.3.1.1; C2.1.1; C2.1.2; C2.1.3 C2.3.1.1.1; C1.5	Ship-specific Phase M Preventative Maintenance Plans per vessel	Within 180 days of NTP	Continuous	RMS Business Plan	RMS	

C2.3.1.2; C2.1.1;C2.1.2; C2.1.3; C1.5	Ship-specific Phase O Preventative Maintenance Plans per vessel	Within 270 days of NTP	Continuous	RMS Business Plan	RMS	
C2.3.1.1	Cost estimate for maintenance activations and/or sea trials	Within 45 days of NTP	As Required no less than annual review and update	RMS Business Plan	RMS	
C2.3.1.1;	Thermography and Vibration analysis services as directed	As Necessary	As Required	Hard Copies via Mail	COTR	
C1.5; C2.3.1.3	Revisions to either Ship specific preventative maintenance plan	As Necessary	As Required	RMS Business Plan	RMS	
C2.3.2; C2.3.4	Utilize MARAD's Water Chemistry Program	As Necessary	As Required	RMS Business Plan	Vessel	
	Water Chemistry Logs	Monthly	Monthly	Hard Copies via Mail	Water Chemistry Contractor	TE-4
C2.3.2; C2.3.4	Utilize MARAD's Lube Oil Analysis Program	As Necessary	As Required	RMS Business Plan	Vessel	
C2.4.1	Accomplish all corrective maintenance and repairs	As Identified in the Business Plan	Continuous	RMS Business Plan	RMS	
C2.4.2	Accomplish all modifications and upgrades via Task Order	As Identified in the Business Plan	As Required	RMS Business Plan	RMS	
C2.4.3; C2.4.4	Deficiencies	Place into RMS	As Required	RMS	RMS	
C1.5; C2.4.5	Identify any deficiency which will place vessel into C-3 or C-4	Within 24 hours of discovery	Continuous	Phone w/E-Mail Confirmation	COTR	
C2.5 through C2.5.1.3 and C6.4	Five Year Business Plan w Annual Business plan and 4 subsequent years.	Annually	October 1st of CY	RMS	RMS	
C1.5	Update to Five Year Business plan	Annually	As Required	RMS	RMS	
C2.6	Execute Current Year Business Plan	Continuously	As Required	RMS	RMS	
C2.6.1	Maintain machinery history due to corrective maintenance	As Required	As Required	RMS	RMS	
C2.6.2	Event which affect readiness of vessel	Within 24 hours of discovery	As Required	Phone w/E-Mail Confirmation	COTR	
C2.6.5	Review business plan and maintenance methodology if there are changes in berth arrangements	As Required	As Required	RMS Business Plan	RMS	
	LOGISTICS, ACT, OPS, DEACT					
C3.1.2	<u>Property Control System</u>	60 days after NTP	Continuous	E-mail	MAR-514	
C-3.1.3	Auditable Records	Continuous	As Required	PC-SAL	COTR	TE-5
C-3.1.3.1	REPORT OF SURVEY	As Required	As Necessary	DOT FORM 4410.1 . typed legibly	COTR	
C-3.1.5	ACCEPTANCE INVENTORY	Within 60 days of NTP	One Time	MA-1013A	PROPERTY ADMINISTRATOR	

C-3.1.6	COMPLETION AND TERMINATION INVENTORIES	Within 45 days prior to termination of contract	One Time	MA-1013A	PROPERTY ADMINISTRATOR	
C-3.1.9	ANNUAL INVENTORY OF ACCOUNTABLE PROPERTY	WITHIN 30 DAYS OF THE ANNIVERSARY OF THE NTP	Annual	NA	COTR	
C-3.1.10; C3.1.11	INVENTORY OF ACCOUNTABLE PROPERTY UPON DEACTIVATION FROM PHASE "O"	WITHIN 30 DAYS OF DEACTIVATION FROM PHASE "O"	Annual	NA	COTR	
C3.1.15	Spare Parts Procurement Plan	Aug 1 of each year	Annual	RMS Business Plan	RMS	
C3.1.16	Allowable Change Requests	Within 5 days of event	As Required	MA-XXX	COTR	
Reserved						
C3.1.17.2	Written procedures that implement NAVSEA PMS 325 (OPDS only)	Within 30 days of NTP	One Time	Hard copy via Mail/E-Mail	COTR	
C3.1.17.3	Develop OPDS shortage list	Within 30 days of the conclusion of any exercise involving OPDS	As Required	Hard copy via Mail/E-Mail	COTR	
	ACTIVATION					
C3.2.1.1. Through C3.2.1.6	Provide all resources; direct work of subcontractors; activate; bunker; load cargo	As Required by TE-4	As Required	Services	Vessel	
C3.2.3.1	Perform all tasks of 3.2.1	As Required by TE-4	As Required	Services	Vessel	
C3.2.4; C3.2.4.1	Conduct Maintenance activation	IAW Preventative Maintenance Management Plan for Phase M	As Required	Services	Vessel	
C1.5; C3.2.5.1- C3.2.5.2	Activation Plan	Within 60 days of NTP	As Required	CD-ROM copy via Mail/E-Mail	COTR	
C3.2.6.1	Provide cost estimate for activation, operations, and deactivation	Within 48 hours of notice to activate	As Required	Hard copy via Mail/E-Mail	COTR	
C3.2.7.1.1.1	Daily Activation Status Report	Daily	As Required	Hard copy via Mail/E-Mail	COTR	
C3.2.7.1.2.1.	Special Activation Status Report	When Requested	by MAR-613; by COTR or crisis mgt team	RMS	RMS	
C3.2.7.1.3.1 and C3.2.7.3.2	MOVEREP	As Necessary	As Required	RMS/ OR via Classified message transmittal system - PPTS, as appropriate	MARAD CMC/rgn	
C3.2.7.1.3.2	Scan Vessel Delivery certificates	As Necessary	As Required	RMS	RMS	
C3.2.7.1.4.1.	Crew List	As Necessary	As Required	Hard copy via E-Mail	MAR-613	
C3.2.7.1.5.1.	Task Order Accounting for Activation	As Necessary	As Required	RMS		
C3.2.7.1.6	Crew Questionnaires	As Necessary	As Required	Hard copy via Mail/E-Mail	MAR-613/MAR-240	
C3.2.7.1.7.1	Lessons Learned	30-45 Days Post Activation/Operation	As Required	Hard copy via Mail/E-Mail	COTR	
C3.2.7.2	Maintain property	During Activation Period	As Required			
C3.2.7.3	Report discrepancies	During Activation Period	As Required	Hard copy via Mail/E-Mail	COTR	
C3.2.7.4	update documentation before end of activation	During Activation Period	As Required	Services	Vessel	
	OPERATIONS					
C3.3.1; C3.3.2; C3.3.3	Provide resources	NLT 180 Consecutive Days	As Required	Services	Vessel	

C3.3.3.1	Unable to comply with naval orders	Within 1 hour	As Required	Message/E-Mail	naval commander; COTR; MAR-611 or MAR-613 or Crisis Mgt Team if activated.
C3.3.9 - C3.3.12.2	Operational Reports	As Necessary	As Required		MARAD COTR on all
C1.5; C3.3.4	SM Operational Plan and updates	Within 60 days of NTP	As Required	Hard copy via Mail/E-Mail	COTR
C3.3.5 through C3.3.6	Conduct Bunkering, Oil Testing, Hydraulic and Lube Oil Analysis	As Necessary	As Required	Services	Vessel
C3.3.5.5.	list of those who saw video and reviewed checkoff list	semi-annually	semi-annually	electronic copy of list	COTR
C3.3.5.7	inventory of oil spill kit	As Necessary	As Required	semi-annual	COTR
C3.3.8.1 through C3.3.8.1.3	crew and operate special mission ships	As Necessary	As Required	Services	Vessel
C3.3.9.2; C3.3.9.3	utilize MSC SOM copy MARAD on all msgs	As Necessary	As Required	Via Message/E-Mail	MSC
C3.3.9.4	2 weapons reports	As Necessary	As Required	Hard copy via Mail/E-Mail	MAR-613
C3.3.9.5	notify COTR immediately if fail to hear from vessel within 24 hours	As Necessary	As Required	Phone w/E-Mail Confirmation	COTR
C3.3.10	utilize US Customs form 226 at first US port of entry	As Necessary	As Required	Form 226 US Customs	US Customs agent; keep copy
C3.3.12.1	Notify MAR-613 or Crisis Action Center of significant events	As Necessary	As Required	Phone w/E-Mail Confirmation	MAR-613
C3.3.12 through C3.3.12.3	utilize Casualty Reporting System	As Necessary	As Required	E-Mail/Message	COTR/MAR- 613/CMC/MSC Navy Operational Commander
	Deactivation				
C3.4.2	complete transition on outstanding messages	As Necessary	As Required	Services	
C3.4.2	conduct planning and preparation	As Necessary	As Required	Services	
C3.4.2	document malfunctions and material deficiencies	As Necessary	As Required	RMS Business Plan	RMS
C3.4.2	accomplish deactivation procedures, repairs and regulatory requirements	As Necessary	As Required	Services	Vessel
C3.4.6	Provide all resources	As Necessary	As Required	Services	Vessel
C1.5; C3.4.3 - C3.4.4	Deactivation Plan	Within 90 days of NTP	One Time	Hard Copy via Mail/E-Mail	COTR
C1.5	Deactivation Plan review and update	NLT Annually	Upon Change	Hard Copy via Mail/E-Mail	COTR
C2.5.1.1	Provide deactivation cost estimate for Business Plan	Within 30 days of NTP	One Time	RMS Business Plan	RMS
C3.4.7.1	Provide modification to cost estimate	Upon COTR Request	As Required	RMS Business Plan	RMS
C3.4.7.3	Report any damage to vessel caused by military or stevedores	Upon Discovery	As Required	Phone w/E-Mail Confirmation	COTR
C3.4.9	notify MARAD of mission materials usually contained in standard administrative filing cabinet	During Deactivation	As Required	Hard Copy via Mail/E-Mail	MAR-613
C3.4.14.2	arrange for and supervise lay up services	As Necessary	As Required	Services	Vessel
C3.4.10 through C3.4.10.2	accomplish transition to ROS and RRF10(R)	Within 48 hours of redelivry	As Required	Services	Vessel

C3.4.11.1	issue specification/award solicitation for RRF 10, 20 and 30 day vessels	Within 30 days of redelivery	As Required	Hard Copy via Mail/E-Mail	COTR	
C3.4.13.1; C3.4.13.2	Transfer vsl to NDRF site	Upon completion of deactivation	As Required	Services	Vessel	
C3.4.14.1	Transfer vsl to outport site	Upon completion of deactivation	As Required	Services	Vessel	
C3.4.15.1	Obtain redelivery form; scan into RMS	Upon transfer of vessel to MARAD	As Required	Delivery/Redelivery Form	RMS	
C3.4.15.2	Record fuel data, provide to MSC/MARAD	One Time	As Required	Hard Copy via Mail/E-Mail	MSC	
	SAFETY, ENVIRONMENTAL, SECURITY					
C4.1	Conflicts between OH&S Program and ISM	As Necessary	Any Change	Hard Copy via Mail/E-Mail	MAR-611 safety officer	
C4.1.1.1. Section H	Valid ISM DOC	During Evaluation	Any Change	Hard Copy via Mail/E-Mail	PCO	
C4.1.1.2	Valid ISM SMC	for vessels as designated by MARAD in TE-4		Hard Copy via Mail/E-Mail	MAR-611 safety officer	
C4.1.1.3	Update ISM safety plan to incorporate characteristics of awarded vessels	Within 60 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	MAR-611 safety officer	
C1.5	accept responsibility for Safety Plan content and enforcement	Continous	As Required	Services	Vessel	
C4.1.2.1	maintain log when crew is onboard	Continous	As Required	Services	Vessel	
C4.1.3	conduct pre-firefighting training, drills	Continous	As Required	Services	Vessel	
C4.1.4	post station bill	Continous	As Required	Hard Copy	Vessel	
C4.1.5	work with MARAD on OS&H program	Continous	As Required	Services	MARAD/COTR	
C4.1.6 through C4.1.6.4	procedures to shipboard personnel on cargo handling	Continous	As Required	Services	Vessel	
C4.1.7	scheduled work periods	Continous	Upon Change	RMS Business Plan	RMS	
C4.1.8; C4.1.10; C4.3.10; C4.3.11; C4.3.12	Instructions to Master	As Required	As Required	Services	Vessel	
C4.1.9	obtain cargo stow plan	As Required	As Required	Services	Vessel	
C4.1.11 through C4.1.11.3.4	Report of litigation and claims	Continous	As Required	Hard Copy via Mail/E-Mail	MAR-575/ MAR-611	
C4.1.12.1	Submittal of SM Severe Weather Plan	Within 60 days of Award Within 60 Days of Transfer to Outport	One-Time	Hard Copy via Mail/E-Mail	COTR	
C4.1.12.1	Update/Currency of SM Vessel Severe Weather Plan	Annual	Upon Change	Hard Copy via Mail/E-Mail	COTR	
C4.1.13.1	Review of Vessel Outport Mooring Plan	Within 60 days of Award Within 60 Days of Transfer to Outport	One-Time	Hard Copy via Mail/E-Mail	COTR	
C4.1.13.1	Update/Currency of SM Vessel Outport Mooring Plan	Annual -on mutually agreed to date prior to Hurricane Season	Upon Change	Hard Copy via Mail/E-Mail	COTR	
	ENVIRONMENTAL					
C4.2.2	Provide personnel with environmental training	As Necessary	As Required	Services	Vessel	

C4.2.3; C4.2.3.1	develop policies, procedures, and programs to ensure execution of pollution prevention including incorporation of MARAD SOPEP and VRP into the above.	As Necessary	As Required	Hard Copy	Vessel SM&PE Offices
C4.2.5.2	provide HAZMAT training	As Necessary	As Required	Services	Vessel
C4.2.6	incorporate MARAD directives TE-1 Section 19 into programs, policies and procedures	As Necessary	As Required	Hard Copy	Vessel SM&PE Offices
C4.2.7.	use MSDS	As Necessary	As Required	Hard Copy	Vessel
C4.2.8; C4.2.9	lawfully dispose of HAZMAT and retain records	As Necessary	As Required	Services	Vessel
C1.5; C4.2.11	Develop, maintain and use a Waste Mgt Plan	Within 90 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	COTR
C4.2.11	Develop/Maintain Shipboard Recycling Plan	Within 90 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	COTR
C4.2.12	Copies of all documentation of work performed (during repair) as it relates to environmental regulations	As Necessary	As Required	Hard Copy via Mail/E-Mail	COTR
	SECURITY				
C4.3.2	Provide internal security 24/7	24/7	Continuous	Services	Vessel
C4.3.4.1	Identification of Ship Security Officer	Within 15 days of NTP	Upon Change	RMS Data Entry	RMS
C4.3.4.1	Identification of Company Security Officer	Within 15 days of NTP	Upon Change	RMS Data Entry	RMS
C4.3.4.2	Security Risk Assessment	Within 30 days of NTP	Upon Change	RMS Data Entry	RMS
C1.5; C4.3.4.3	Ship Security Plan	Within 90 days of NTP	Upon Change	RMS Data Entry	RMS
C4.3.5	Reports required by ISPS	As Necessary	as directed by ISPS Part A paragraph 12.2.8	Hard Copy via Mail/E-Mail	COTR
C4.3.6	Conduct shoreside and waterside drills	As Necessary	as directed by ISPS Part A paragraph 13.4	Services	Vessel/Berth
C4.3.7	incorporate MARAD directives on security into internal directives	As Necessary	As Required	Hard Copy	Vessel/SM&PE Offices
C4.3.8	comply with J-13 for security training	As Stated	As Required		
C4.3.9	notify MARAD of any layberth deficiency	As Necessary	As Required	Hard Copy via Mail/E-Mail	COTR
C4.13	cooperate with MARAD in providing a force protection team and vessel security	As Necessary	As Required	Services	Vessel
C4.3.14	Obtain and maintain a DOD facility clearance	NLT 120 Days after Award	As Required	Hard Copy	SM Offices
C4.3.15	Security Clearances for Master, Chief Mate, classified materials custodian and communications officer	routine complement of personnel requiring security clearance up to SECRET	Act/Ops	Hard Copy	SM Offices
	HUMAN RESOURCES				
C5.1.1.	Provide all administrative support	As Needed	As Required	Services	Vessel/SM&PE Offices
C5.1.2	Changes of personnel within 60 days	As Needed	As Required	PCO permission required	RMS
C5.1.3	Personnel Data verification	Within 15 days of NTP	As Required	RMS	RMS
C5.1.4	President/Owner data	Within 30 days of NTP	As Required	RMS	RMS

C5.1.5	Emergency Contact Information	At NTP to COTR Within 15 days of NTP into RMS	Upon Change	RMS	RMS	
C5.1.6	provide Port Engineering services	At NTP	Continuous	Services	Vessel/PE-Offices	
C5.1.6.1	office in support of Port Engineering team	Within 30 days of NTP	Continuous	Services	Vessel/PE-Offices	
C5.1.6.2	perform Port Engineering services during absence	As Required	As Required	Services	Vessel/PE-Offices	
C5.2	provide terms and conditions within CBA or other negotiated bargaining agreements	At NTP	Upon Change	Hard Copy via Mail/E-Mail	ACO	
C1.5; C5.3	a contingency plan	At NTP	Upon Change	Hard Copy via Mail/E-Mail	COTR	
C5.4.1	Provide medically, dental, and psychologically fit officers who meet STCW- 95 or successor documents; and documented unlicensed.	On Demand	Continuous	Services	Vessel	
C5.4.2	Mariner citizenship	As Necessary				
C5.4.3	provide vetting information	During Crewing	Upon Change	Via E-Mail	Mar-613	
C5.4.4	investigate complaints made by MARAD	Upon Notification	As Required	Hard Copy via Mail/E-Mail	ACO	
C5.4.6	abide by federal, state, local labor statutes and regulations regarding employment	NTP	Continuous	Services	Vessel SM&PE Offices	
C5.5.1; C5.5.1.1	immunization of mariners	As required	As Required	Services	Vessel	
C5.5.3	medical claims	IAW J-3	Continuous	RMS	RMS	
C5.5.4	medical screening service	within 60 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	ACO	
C5.5.5	medical on-call physical services 24/7	Phase O	As Required	Services	Vessel	
C5.5.6	medical person in charge	Phase O	As Required	Services	Vessel	
C5.5.7	notification to USCG	within 60 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	USCG	
C5.5.2;C5.5.9	prevention of substance abuse	Continuous	Continuous	Services	Vessel	
C5.5.8	screening of mariners	Continuous	As Required	Services	Vessel/SM Offices	
C5.6; J-13	training	As Necessary	As Required	Services	Vessel	
C5.6.1.2	list of crew training	Continuous	As Required	by email	COTR	
C5.6.2 through C5.6.2.2	Military Training	As Necessary	As Required	Services	Vessel	
C5.6.3 through C5.6.3.4	Cadet Training	As Necessary	As Required	Services	Vessel	
C5.6.4.1 through C5.6.4.3	Merchant Marine Preparedness	before assuming watch prior to commencement of work	each new mariner	Services	Vessel	
C5.6.4.1	Vessel orientation		Continuous	Services	Vessel	
C5.7.1 through CC5.8.13.2	ROS crew onboard ROS-4 or -5 vsls	IAW Proposal	Continuous	Services	Vessel	
C5.9.	Support voluntary programs for benefit of industry	As Necessary	Continuous	Services	Vessel	
C5.10.1 through C5.10.8	FOS crew	As Necessary	As Required	Services	Vessel	
C5.10.4.2	GMDSS operations	As Necessary	As Required	Services	Vessel	
C5.10.4.3	crew shortage - report	As Necessary	As Required	CG 729		
C5.10.4.6	transportation reimbursement owed Govt	As Necessary	As Required			
C5.10.5	FOS orientation	As Necessary	As Required		Crew	

C5.10.6	develop and implement plans and procedures for FOS crew	As Necessary	As Required		Vessel	
C5.10.7	second seamen's war risk insurance quotes	One Time	each activation for national defense mission or as instructed by COTR			
C5.10.8	imminent danger pay	As Required	each day when authorized by DOD			
C5.11.1 through 5.11.1.2	signed copies of Masters' instructions	As Necessary	As Required	Hard Copy via Mail/E-Mail	Vessel	
	BUSINESS MANAGEMENT					
C1	procedures to maximize retention of shoreside staff and ROS crew.	NTP	Continuous	internal policy - service		
C6.2	communications	NTP	Continuous	Services		
C6.3 through 6.3.1.3	compliance documents for performance	NTP	Continuous			
C6.4 through 6.5.3.6	5 Year Business Plan of current FY plus 4 more FY	Annual	October 1st of CY	RMS Business Plan	RMS	
C6.4.2	Budget year business plan	Annual	July 1 annually	RMS Business Plan	COTR	
C6.6.7	Develop reports	NTP	Continuous			
C6.6.5	ADP interface with MARAD	NTP	Continuous	Services	Vessel SM&PE Offices	
C6.6.3	Enter data into RMS	NTP	Continuous	Services	Vessel SM&PE Offices	
C6.7	Provide acquisition services IAW FAR Part 44	NTP	Continuous	Services	SM& PE Offices	
C6.7.1.2	Provide acquisition data IAW FAR 19.7	NTP	Continuous			
C6.7.1.3	Submit specifications/solicitations/or SOW IAW FAR 44.2	NTP	Continuous	Hard Copy via Mail/E-Mail	COTR	
C6.7.1.4	Commercial Purchasing Procedures	NTP	Continuous	Hard Copy via Mail/E-Mail	ACO	
J2	Third Party Certification of SM Acquisition/ Procurement Procedures	One-Time	?			
C6.7.2.1	Quality Assurance Plan	Within 90 days of NTP	Upon Change	Hard Copy via Mail/E-Mail	COTR	
C1.5	Updating/Currency of SM Quality Assurance Plan	Annual	Upon Change	Hard Copy via Mail/E-Mail	COTR	
C6.7.2.2	Provide copies of third party audits	As Necessary	As Required	Hard Copy via Mail/E-Mail	ACO	
C6.7.2.3	Permit MARAD to accompany third party audits	As Necessary	As Required	Letter Notify to MARAD	ACO	
	FINANCIAL MANAGEMENT					
C7.1.1	Monitor approved Business Plan and execute it	Once Approved	Continuous	Services	SM& PE Offices	
C7.1.2	Provide timely information to MARAD on changes of funding requirements	Once Approved	Continuous	RMS Business Plan	RMS	
C7.1.3	Support Government reprogramming actions and timely closeout of task orders	Once Approved	Continuous	Services	SM& PE Offices	
C7.2.1	Establish procedures, processes and systems to ensure accurate and timely mgt of expenditures and obligations	NTP	Continuous	Services	SM& PE Offices	
C7.2.2	Ensure timely submission of invoices	NTP	Continuous			

C7.3.1	Cooperate and provide support to on-site government auditors	NTP	Continuous	Services	SM& PE Offices	
C7.4.1	Provide support to process all claims and settlements	NTP	Continuous	Services	SM& PE Offices	
C7.4.1	Develop policies to mitigate Government's liability.	NTP	Continuous			
C7.5.1	Maintain records IAW 52.215-2	NTP	Continuous	Services	SM& PE Offices	
E6	Receipt of audit summaries	Within 30 days of SM receipt of them	Continuous	Hard Copy via Mail/E-Mail	ACO	
	END OF J4 DELIVERABLES					

Contract Section Cross Reference	NOTES
C1.5	
C2 goal	Develop and execute a high quality, comprehensive ship-centric maintenance program.
C2.1.4	
C2.1.6	
C1.5; C2.1.7	
C2.1.8	
C2.1.10	
C1.5; C2.1.10	
C2.1.11	
C2.2.2	
C2.2.4	
C2.2.5.1	
C1.5; C2.2.5.2	
C1.5; C2.2.6.1	
C2.3.1.1; C2.1.1; C2.1.2; C2.1.3 C2.3.1.1.1; C1.5	

C2.3.1.2; C2.1.1;C2.1.2; C2.1.3; C1.5	
C2.3.1.1	
C2.3.1.1;	
C1.5; C2.3.1.3	
C2.3.2; C2.3.4	
	Water Chemistry Manual
C2.3.2; C2.3.4	
C2.4.1	
C2.4.2	
C2.4.3; C2.4.4	
C1.5; C2.4.5	
C2.5 through C2.5.1.3 and C6.4	
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C2.6	
C2.6.1	
C2.6.2	
C2.6.5	
C3.1.2	
C-3.1.3	Maintain complete, current and auditable records of all GFP transactions in accordance with FAR 45.5 and TE-L1. Records of spare parts, Accountable Property, technical manuals, and drawings shall be maintained in the vessel's PC-SAL computer system in accordance with TE-5.
C-3.1.3.1	Copies of Reports of Survey (DOT Form 4410.1) and contain complete description of the circumstances surrounding the lost, damage or destruction.
C-3.1.5	

C-3.1.6	PRIOR TO THE TERMINATION OR COMPLETION OF THE CONTRACT
C-3.1.9	Include in the report: (1) A signed statement from the Ship Manager's RRF Program Manager that the required physical inventory of Accountable Property has been conducted; (2) A copy of the working papers or count sheets used to conduct the inventory; and (3) A list of Accountable Property inventory discrepancies, both gains and losses
C-3.1.10; C3.1.11	Include in the report: (1) A signed statement from the Ship Manager that the required physical inventory of Accountable Property has been completed; (2) A copy of the working papers or count sheets used to conduct the inventory; and (2) A list of Accountable Property inventory discrepancies, both gains and losses.
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C3.3.9 - C3.3.12.2	
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C3.3.5.5.	
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C3.3.8.1 through C3.3.8.1.3	
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C3.4.9	
C3.4.14.2	
C3.4.10 through C3.4.10.2	

C3.4.11.1	
C3.4.13.1; C3.4.13.2	
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C3.4.15.1	
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