

Completing a Contract Property Administration Management Record

Training Document

Homepage

CPAM

Search/Dashboard

CPM Record

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Overview

How are CPAM Records Generated?

CPAM records are automatically created by the system in CPAM and are either active or inactive. If there is at least one active contract, then the CAGE/CPM record is considered Active. A contract is considered active if the Property Clearance Required equals (Yes) and the Property Clearance Complete equals (No).

How are CPAM Records Assigned?

CPAM records are auto assigned to CPAM Property Administrators and Team Supervisors based on assignment mappings in AMT. If no Property Administrator is assigned to a CAGE Code, the Property Administrator is chosen from the Admin By DoDAAC level.

Roles

The role(s) required to complete a CPAM record in the Contract Property Administration Management (CPAM) application:

- CPAM Team Supervisor
- CPAM Property Administrator
- CPAM Super User

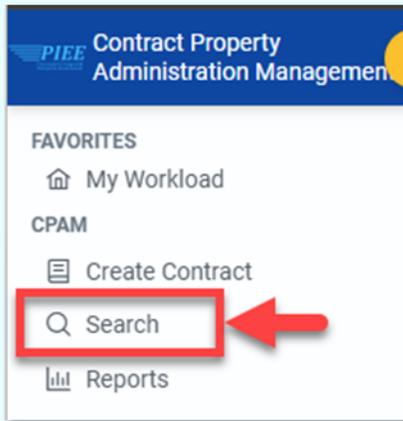
Navigation

Log into PIEE as one of the required CPAM roles and navigate to the CPAM module in the Property Management section of the PIEE homepage.



*NOTE: CPAM Acknowledgment must be accepted to enter the CPAM module. On the CPAM Acknowledgement pop-up, select the **Accept** button.*

From the CPAM menu bar, select the **Search** link.



Contract Property Management Search

Enter the search criteria and select the **Search** button.

Contract Property Management Search Fields:

- CAGE Code (*type in text*)
- Contract Number (*type in text*)
- Property Administrator First Name (*type in text*)
- Property Administrator Last Name (*type in text*)
- Contractor Name (*with parameters: Contains / Equal To / Starts With*)
- State (*drop-down*)
- Risk (*drop-down: Select / Low / Moderate / High*)
- Sensitive (*drop-down: Select / Yes / No*)
- Frequency (*drop-down: Select / Annual / Biennial / Triennial / Quadrennial*)

Buttons:

- Search
- Reset

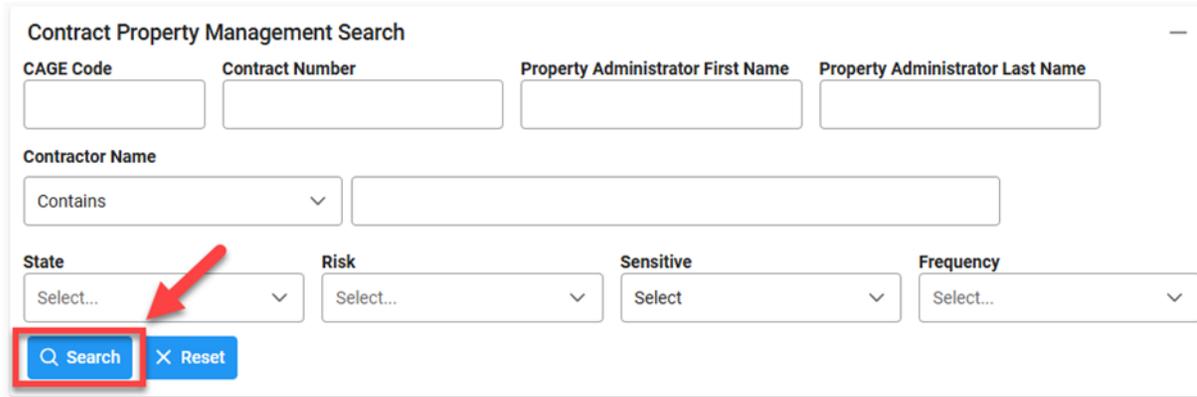
Search

Contract Property Management Search

CAGE Code Contract Number Property Administrator First Name Property Administrator Last Name

Contractor Name
Contains

State Risk Sensitive Frequency



Contract Property Management Search Results

Dropdown:

- Active Records
- Inactive Records
- All Records

Contract Property Management Search Results Columns:

- CAGE ([hyperlink](#))
- Contractor
- State
- Analysis Type
- System Status
- PMSA Due Date (*default sorted with Null values listed first then oldest to newest*)
- Risk
- Risk Review Date
- Property Administrator

NOTE: Columns are sortable and filterable.

NOTE: The CPM record is considered Inactive if one the following conditions is true: Property Clearance Required = 'No' or Blank; or Property Clearance Required AND Property Clearance Complete = 'Yes'.

Contract Property Management Search Results

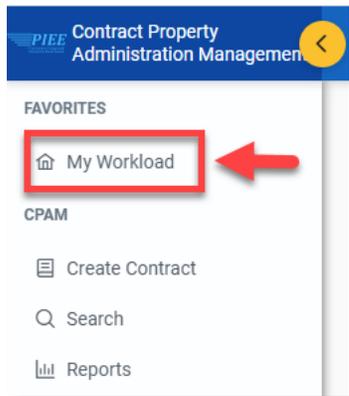
Contract Property Management

Active Records ▾

CAGE ↑↓ ▾	Contractor ↑↓ ▾	State ↑↓ ▾	Analysis Type ↑↓ ▾	System Status ↑↓ ▾	PMSA Due Date ↑↓ ▾	Risk ↑↓ ▾	Risk Review Date ↑↓ ▾	Property Administrator
7N3D3	LEIDOS, INC.	GA	Limited	Closed	2014-08-27 ⚠			
26512	NORTHROP GRUMMAN SYSTEMS CORPORATION	NY	Standard	Not Performed	2028-11-21	Low		
1KJN4	NEANY, INC.	MD	Limited	Approved	2038-12-28	High		

Users can also search for CPAM records assigned to them from the My Workload link in the Dashboard Menu.

Select the **My Workload** link to access a list of assigned records.



My Workload

Contract Property Management

Dropdown:

- Active Records
- Inactive Records
- All Records

My Workload Table Columns:

- CAGE (*hyperlink*)
- Contractor
- State
- Analysis Type
- System Status
- PMSA Due Date (*default sorted with Null values listed first then oldest to newest*)
- Risk
- Risk Review Date
- Property Administrator

NOTE: The CPM record is considered Inactive if one the following conditions is true: Property Clearance Required is 'No' or Blank; or Property Clearance Required AND Property Clearance Complete are 'Yes'.

NOTE: Sort and filterable columns.

Click the CAGE Code link to open the record.

My Workload

Contract Property Management

Active Records ▾

CAGE ↑↓ ▾	Contractor ↑↓ ▾	State ↑↓ ▾	Analysis Type ↑↓ ▾	System Status ↑↓ ▾	PMSA Due Date ↑↓ ▾	Risk ↑↓ ▾	Risk Review Date ↑↓ ▾	Property Administrator
7N3D3	LEIDOS, INC.	GA	Limited	Closed	2014-08-27 ⚠			
26512	NORTHROP GRUMMAN SYSTEMS CORPORATION	NY	Standard	Not Performed	2028-11-21	Low		
1KJN4	NEANY, INC.	MD	Limited	Approved	2038-12-28	High		

Contract Property Management Record

CPM Information Tab

CPM Information Fields:

- Property Administrator(s)
- Analysis Type
- Frequency
- DCMA Region (*populated from PCM*)
- Sensitive Property
- Risk
- CAO (*populated from PCM*)

The CAGE code being worked on is displayed at the top of the screen.

Contract Property Management Record

CPM Information PMSA

You are working on CAGE Code: 1HKQ6 - LEIDOS, INC

Edit

Property Administrator(s)	Analysis Type Limited	Frequency Annual	DCMA Region Chief of Naval Research (ONR) N00014
Sensitive Property Yes	Risk Moderate	CAO N66018 - OFFICE OF NAVAL RESEARCH SAN DIEGO REGIONAL OFFICE	

Contractor Information Fields:

(the following fields reflect data entered on the most recent PMSA record: Analysis Type and Frequency)

- CAGE Code (*auto-populated*)
- Contractor (*auto-populated Name / Address*)
- Parent Company/Corporate Affiliation (*options: N/A / Lockheed Martin / Raytheon / L3 Harris / Northrup Grumman / General Dynamics / Boeing / BAE*)
- Point of Contact
 - First Name
 - Last Name
 - Title
 - Email
 - Phone Number

CPM Record/CPM Information Tab

Contractor Information		
CAGE Code	Contractor	Parent Company/Corporate Affiliation
1HKQ6	LEIDOS, INC 2985 SCOTT ST VISTA CA 92081	N/A
		Point of Contact Michael Scott Sales manager cbartestrw@gmail.com 8675309

Status Information Fields:

(the following fields reflect data entered on the most recent PMSA record: System Status)

- System Status
- CBAR System Status (Property) (auto populated from CBAR (EDA): Approved, Disapproved, N/A, or Not Evaluated)

Status Information	
System Status	CBAR System Status (Property)
Approved	Approved

Date Information

(The following fields reflect data entered on the most recent PMSA record: PMSA Due Date, Approved PMSA Extension Date, and Date Sent to Contracting Officer for Determination)

- Risk Review Completed Date
- PMSA Due Date
- Approved PMSA Extension Date
- Date Sent to Contracting Officer for Determination
- CPM Created Date (auto-system generated)
- CPM Inactive Date

Date Information		
Risk Review Completed Date 2024-05-15	PMSA Due Date 2027-10-04	Approved PMSA Extension Date
Date Sent to Contracting Officer for Determination 2025-07-10	CPM Created Date 2023-10-24	CPM Inactive Date 2024-03-25

If other CAGE codes are audited under the same CAGE code, it appears below the Date Information section:

Are other CAGE codes audited under the CAGE code? Yes

[06481](#) [36126](#)

A list of CAGE Codes display and are hyperlinks to other CPM records audited under this CAGE Code. Clicking a hyperlink takes the user to the CPM record for the selected CAGE Code.

A pop-up displays if there is not an open CPM record for the CAGE Code.

To edit or add Cage Codes to the CPM Information Tab, select the **Edit** button.

Contract Property Management Record

[CPM Information](#) [PMSA](#)

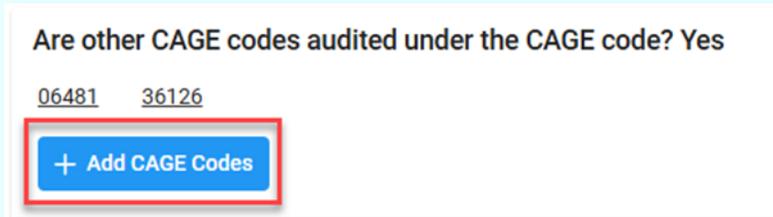
You are working on CAGE Code: 06481 - NORTHROP GRUMMAN SYSTEMS CORPORATION

[Edit](#)

After selecting the **Edit** button, the screen shows the **Add CAGE Codes** button.

Buttons:

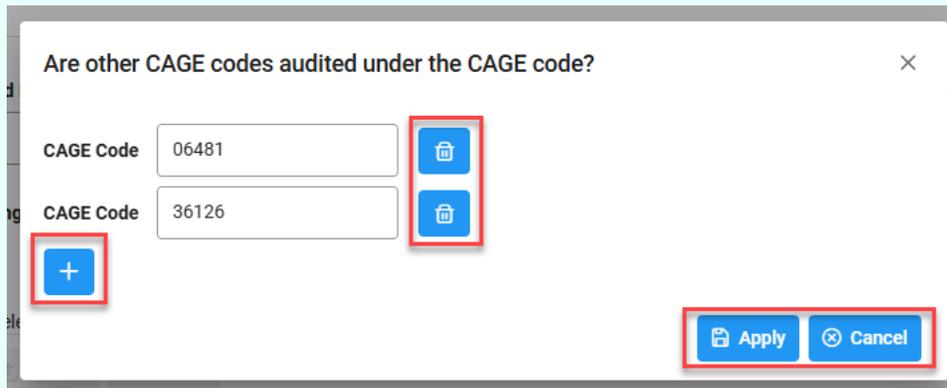
- Add CAGE Codes



Buttons:

- Delete
- Add
- Apply
- Cancel

On the popup screen, the user is able to **Add, Delete, Apply** and **Cancel** a CAGE Code.



General Documentation Columns:

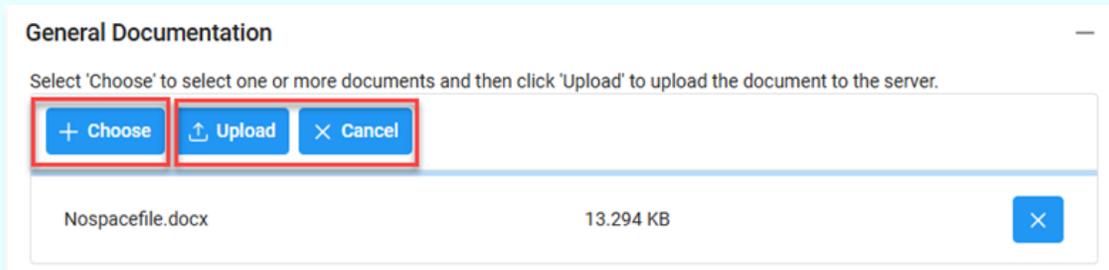
- Fiscal Year
- File Name (*click on the hyperlink to open the documentation*)
- File Size
- Attachment Description (*is modifiable in Edit mode*)
- General Documentation (*options: Select / Close Out / Risk Assessment / Communication / Miscellaneous*)
- Uploaded Date
- Uploaded By

While still in Edit Mode, the General Documentation section is modifiable.

To select a document to add to the record, select the Choose button. A file directory displays to search for desired document.

Buttons:

- Choose
- Upload
- Cancel



When a file is selected, the user is able to upload the file or cancel it.

Clicking the Upload button adds the file to the record, and it displays on the General Documentation list. The user can add a description and select which type of General Documentation the attachment is from the General Documentation dropdown.

General Documentation

Select 'Choose' to select one or more documents and then click 'Upload' to upload the document to the server.

[+ Choose](#) [Upload](#) [Cancel](#)

The application will automatically strip out unwanted special characters from the file name.
 The file Uploaded Date will be assigned to Coordinated Universal Time (UTC) zone.
 Depending on the local time zone and time the file is uploaded, the upload date might appear day in advance.

Fiscal Year	File Name	File Size	Attachment Description	General Documentation	Uploaded Date	Uploaded By
2025	Nospacefile.docx	13.61 KB	Description	▼	2025-07-31	
2025	testFile.txt	9 B		▼	2025-05-13	
2025	testFile10.txt	12 B		Close Out	2025-05-16	

When the user has completed edits, they need to save or cancel their changes by selecting the buttons at the bottom of the General Documentation section.

Buttons:

- Save
- Cancel

General Documentation

Select 'Choose' to select one or more documents and then click 'Upload' to upload the document to the server.

[+ Choose](#) [Upload](#) [Cancel](#)

Fiscal Year	File Name	File Size	Attachment Description	General Documentation	Uploaded Date	Uploaded By
2025	Nospacefile.docx	13.61 KB	Description	▼	2025-07-31	

[Save](#) [Cancel](#)

NOTE: The CPAM Team Supervisor / CPAM Super User may delete CPM Record Attachments if the records are in the span of control of the user and the Attachments are in the current Fiscal Year.

NOTE: Selecting “Yes” for Property Clearance Complete in the Property Clearance section requires an attachment labeled as “Close Out” in the General Documentation section.

Contract Information

Dropdown:

- Active Records
- Inactive Records
- All Records

Contract Information Columns:

- Contract Number (*clicking the contract number opens the latest verified conformed contract PDF in a new browser tab (if available in EDA)*).
- Delivery Order
- Admin By
- Facility CAGE
- Contract Type
- CAR-Sec (*additional information below in the Business Rules for Fields row*)
- Final Delivery Date
- CPAM Accepted Date
- R9 Remarks
- FAR 52.245-1
- GFP Attachments
- GFP Transfers
- GFP Property Loss
- GFP Plant Clearance
- Property Clearance Required
- Property Clearance Complete
- Contract Closeout
- Action

Contract Information							
Active Records	Delivery Order	Admin By	Facility CAGE	Contract Type	CAR-Sec	Final Delivery Date	CPAM Accepted
Active Records	S0512A			U	3 - Dormant	2007-12-19 ▲	2023-10-24

NOTE: The CPM record is considered Inactive if one the following conditions is true: Property Clearance Required is 'No' or Blank. or Property Clearance Required AND Property Clearance Complete is 'Yes'.

Update Contract Closeout

To navigate to the 'Update Contract Closeout' form, select the **Update Contract Closeout** button in the Contract Closeout column of the Contract Information table.



Contract Information for Contract Closeout Updates Fields:

- Contract Number
- Delivery Order
- Facility CAGE
- GFP Attachments
- GFP Receipts
- Property Lose
- Plant Clearance

Contract Information for Contract Closeout Updates			
Contract Number N0003987C0330	Delivery Order	Facility CAGE	
GFP Attachments	GFP Receipts	Property Loss	Plant Clearance

Contract Closeout Updates Fields:

- Property Clearance Required (*options: Yes/No*)
- Property Clearance Complete (*options: Yes/No*)
- Comments

Contract Closeout Updates -

Property Clearance Required

Yes ▼

Property Clearance Complete

Yes ▼

Comments

NOTE: Selecting “No” for ‘Property Clearance Required’ removes ‘Property Clearance Received’ the Action Item section on the Contract Closeout Worksheet.

NOTE: Selecting “Yes” for Property Clearance Complete requires an attachment labeled as “Close Out” in the General Documentation section.

Documentation:

Select the **Choose** button to select one or more documents. The local file explorer displays. Select the applicable document and click the **Upload** button to upload the document to the server.

Buttons:

- Choose
- Upload
- Cancel

Uploaded Document Table:

- File Name
- File Size
- Attachment Description (*type in text*)
- Uploaded Date (*YYYY/MM/DD*)
- Uploaded By

Uploaded Attachments

(data is available when an attachment has been uploaded)

- File Name
- File Size
- Attachment Description
- Uploaded Date
- Uploaded By

Buttons:

- Save
- Cancel

Documentation

Select 'Choose' to select one or more documents and then click 'Upload' to upload the document to the server.

+ Choose Upload Cancel

W9124J24D2100 (1).pdf	135.022 KB			
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The application will automatically strip out unwanted special characters from the file name.
The file Uploaded Date will be assigned to Coordinated Universal Time (UTC) zone.
Depending on the local time zone and time the file is uploaded, the upload date might appear day in advance.

File Name	File Size	Attachment Description	Uploaded Date	Uploaded By
testFile12.txt	12 B		2025-05-15	

Select the **Save** button on the Update Contract Closeout form to complete any changes made.

Documentation

Select 'Choose' to select one or more documents and then click 'Upload' to upload the document to the server.

+ Choose Upload Cancel

File Name	File Size	Attachment Description	Uploaded Date	Uploaded By
NoSpaceExcelTesting.xlsx	8.64 KB		2025-07-31	

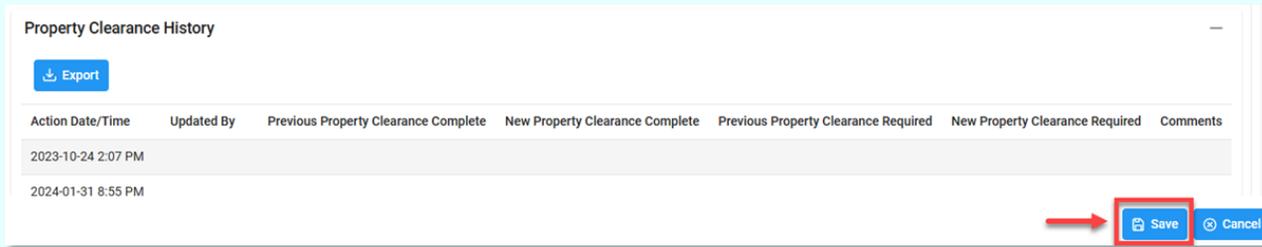
Save Cancel

Property Clearance History

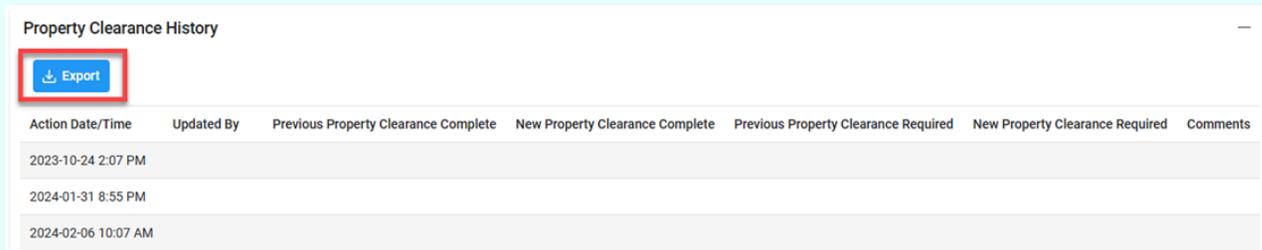
The Property Clearance History table displays a chronological list (by action date) of the change history of PCR and PCC statuses.

Property Clearance History Columns:

- Action Date/Time
- Updated By
- Previous Property Clearance Complete
- New Property Clearance Complete
- Previous Property Clearance Required
- New Property Clearance Required
- Comments

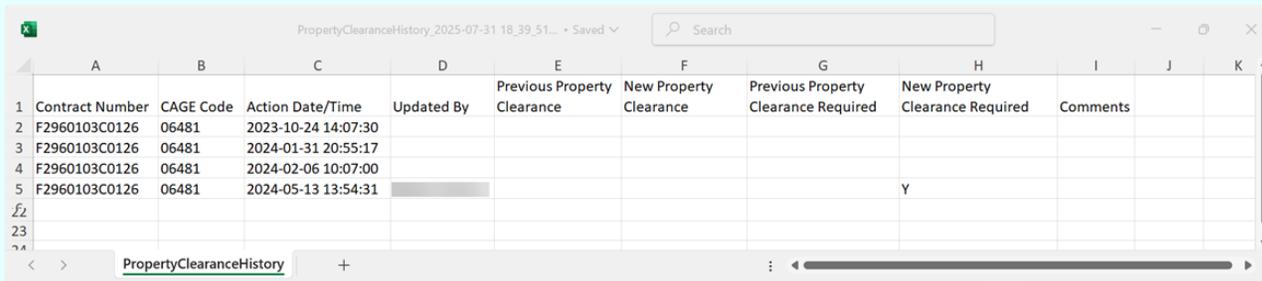


The Property Clearance History report is exportable into an Excel spreadsheet format by clicking the **Export** button.



The applicable data is available in the excel spreadsheet.

Sample Excel spreadsheet:



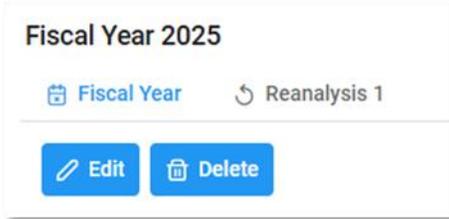
Contract Property Management Record

PMSA Tab

Fiscal Year Tab

Buttons:

- Edit (*select the Edit button to modify the Fiscal year fields.*)
- Delete (*select the Delete button to remove a PMSA record.*)



CPM Record/PMSA Tab

PMSA Record Information

- Property Administrator(s) (*auto-populate*)
- Analysis Type (*options: Select / Standard / Limited*)
- System Status (*options: Select / Approved / Disapproved / Closed / Approved With Non-Significant Deficiencies / Not Performed / Pending DCMA System Determination / Pending DCMA System Determination with Deficiencies / NASA Only Delegation / Closed - Tested Under Other CAGE / Not Evaluated / N/A - Property Only Delegation / Not Performed - Personnel Shortage / Not Performed - COVID / Not Performed - Other Reason*)
- PMSA Frequency (*options: Select / Annual / Biennial / Triennial*)
- Sensitive Property (*options: Select / Yes / No*)
- Risk (*options: Select / Low / Moderate / High*)
- CBAR System Status (Property) (*auto-populate*)

PMSA Record Information			
Property Administrator(s)	Analysis Type	System Status	PMSA Frequency
	Standard	Not Performed	Annual
Sensitive Property	Risk	CBAR System Status (Property)	
No	Low		

Date Information

- PMSA Due Date (*calendar: select date*)
- Date Sent to Contracting Officer for Determination (*calendar: select date*)
- Date of Contracting Officer Determination (*calendar: select date*)
- Approved PMSA Extension Date (*calendar: select date*)
- PMSA Created Date (*auto-populated*)

Date Information		
PMSA Due Date	Date Sent to Contracting Officer for Determination	Date of Contracting Officer Determination
2025-08-06		
Approved PMSA Extension Date	PMSA Created Date	
	2025-05-15	

NOTE: When the Date Sent to Contracting Officer and the Date of Contract Officer Determination fields have an entered value, all fields are read-only except the System Status field until a new FY Tab is created. Users may continue to add attachments but cannot Delete attachments from Completed PMSA Records.

NOTE: Completed PMSA Record Date is the same as Date Sent to Contracting Officer for Determination.

Property Information

Property Information Columns:

- Property Information Columns: Property Type (*auto-populated*)
- Line Item Count (*Editable. Only whole number value is allowed. Decimal (.) is removed on input.*)
- Dollar Value (*Editable. Only whole dollar value is allowed. Decimal (.) is removed on input.*)

Property Information Rows:

- Equipment
- Special Tooling
- Special Test Equipment
- Material
- Total

Property Information		
Property Type	Line Item Count	Dollar Value
Equipment	0	\$0
Special Tooling	0	\$0
Special Test Equipment	0	\$0
Material	0	\$0
Total	0	\$0

PMSA Element Information

CPAM users with the ability to edit the PMSA tab may edit multiple PMSA entries with a single action using the Mass Update feature. To access the Mass Update feature, select the **Edit** button.

Contract Property Management Record

[CPM Information](#)
[PMSA](#)

You are working on CAGE Code: 06481 - NORTHROP GRUMMAN SYSTEMS CORPORATION

Fiscal Year 2028

[Fiscal Year](#)

✎ Edit
🗑 Delete

Enter all desired data in the Mass Update fields and select the checkboxes of the items to be updated. Select the **Apply** button to apply all entered data to the PMSA Element table.

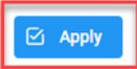
PMSA Element Information Columns:

- Element (*auto-populated*)
- Scheduled (*date: YYYY/MM/DD*)
- Completed (*date: YYYY/MM/DD*)
- Results (*options: Select / Compliant / Non-Compliant / Waived / Pending / Not Applicable / Not Performed*)
- Comments

- Attachments (*expands Attachment section*)
 - File Name
 - File Size
 - Attachment Description
 - File Type
 - Upload Date
 - Uploaded By

PMSA Element Information

Mass Update PMSA Elements ⓘ

Scheduled: 2025-07-28 
 Completed: 2025-07-31 
 Result: Compliant 
 Comments: 

Select All	Element	Scheduled	Completed	Results	Comments	Attachments
<input checked="" type="checkbox"/>	 Written Procedures	2025-0... 	2025-0... 	Compliant 	<input type="text"/>	 0
<input checked="" type="checkbox"/>	 Contractor Self-Assessment	2025-0... 	2025-0... 	Compliant 	<input type="text"/>	 0
<input checked="" type="checkbox"/>	 Acquisition	2025-0... 	2025-0... 	Compliant 	<input type="text"/>	 0

PMSA Element Information Rows:

- Written Procedures
- Contractor Self-Assessment
- Acquisition
- Receiving
- Discrepancies Incident to Shipment
- Identification
- Records
- Receipt and Issue
- Physical Inventory
- Subcontractor Awards and Flow Down

- Subcontractor Reviews
- Reports
- Relief of Stewardship
- Utilization
- Declaration of Excess
- Consumption
- Movement
- Storage
- Storage Commingling
- Maintenance
- Disposal
- Property Closeout

Section Name: Notes

The notes section is used to add additional information pertaining to the PMSA fiscal year.



PMSA Attachments Columns:

- File Name
- File Size
- Attachment Descriptions
- File Type
- Uploaded Date
- Uploaded By
- Actions
 - Edit
 - Delete

Buttons:

- Add Attachments
- Clear (*clears the filters on columns*)

To add attachments, click the **Edit** button.

PMSA Attachments

[Clear](#)

File Name	File Size	Attachment Description	File Type	Uploaded Date	Uploaded By	
CSVColumnMap_Current.txt	1.37 KB		Audit Report	2025-04-25		Edit
CSVColumnMap_Current.txt	1.37 KB		Business System Analysis Summary	2025-04-25		Edit
CSVColumnMap_Current.txt	1.37 KB		Contracting Officer Determination Letter	2025-04-25		Edit

[+ Add Attachments](#)

History

Notes History

- Notes
- Updated By
- Update Date

PMSA Approved Extension Date History

- PMSA Approved Extension Date
- Updated By
- Update Date

History			PMSA Approved Extension Date History		
Notes History			PMSA Approved Extension Date History		
Notes	Updated By	Update Date	PMSA Approved Extension Date	Updated By	Update Date
Automation202507151105 can I enter test	Kelli Cutting	2025-07-31			
Automation202507151105 can I enter	Kelli Cutting	2025-07-31			
Automation202507151105	braeden goodwin	2025-07-15			

Collapsed Previous Fiscal Years are displayed below current Fiscal Year.

History						
Notes History			PMSA Approved Extension Date History			
Notes	Updated By	Update Date	PMSA Approved Extension Date	Updated By	Update Date	
Fiscal Year 2024						+
Fiscal Year 2023						+
Fiscal Year 2022						+

Buttons:

- Save
- Cancel

To save or cancel any changes, click the **Save** or **Cancel** buttons.

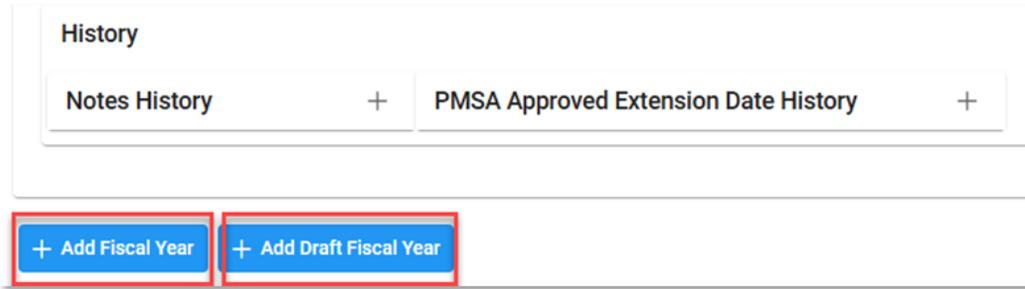


Buttons:

- Add Fiscal Year
- Add Draft Fiscal Year

If all Fiscal Years are complete, select **Add Fiscal Year** to add another Fiscal Year. Selecting the **Add Fiscal Year** button populates a new PMSA Fiscal Year form. Enter in the relevant information.

To add a draft Fiscal Year, select the **Add Draft Fiscal Year** button. The Draft PMSA Fiscal year page displays.



Draft PMSA Fiscal Year

Users may create a future PSMA Fiscal Year record as a Draft. The Draft PMSA Fiscal Year is not editable or completed except for the PMSA Due Date field and the Scheduled (date) fields in the Element Information section. The Draft PMSA Fiscal Year will not auto-populate any data from prior PMSA Fiscal Year records. Once the prior PMSA Fiscal Year record is complete, users may publish the Draft PMSA. Publishing makes it the currently active PMSA Fiscal Year.

Published PMSA Draft Fields

(when the Draft is published as a PMSA, it auto populates the following fields)

- Analysis Type
- System Status
- Frequency
- Sensitive
- Risk
- Property Info table: all Dollar Values, all Line Items

Users in the span of control of the record may view, edit, or delete the Draft PMSA record. Additionally, only one Draft PMSA record may exist for any given CAGE Code.

PMSA Tab

Reanalysis Tab

If a PSMA Fiscal Year element is “non-compliant”, the system triggers a Reanalysis.

Reanalysis (Year)

PMSA Record Information

Buttons:

- Edit
- Delete

Fiscal Year 2025

 Fiscal Year  [Reanalysis 1](#)

Reanalysis 2025 1

 Edit  Delete

PMSA Record Information – Reanalysis Tab

- Property Administrator(s)
- Analysis Type
- System Status
- PMSA Frequency
- Sensitive Property
- Risk
- CBAR System Status (Property)

PMSA Record Information			
Property Administrator(s)	Analysis Type	System Status	PMSA Frequency
	Standard Reanalysis	Not Performed	Annual
Sensitive Property	Risk	CBAR System Status (Property)	
No	Low		

Date Information - Reanalysis Tab

- Reanalysis Due Date
- Date Sent to Contracting Officer for Determination
- Date of Contracting Officer Determination
- Approved PMSA Extension Date

- PMSA Created Date

Date Information		
Reanalysis Due Date 2025-10-01	Date Sent to Contracting Officer for Determination	Date of Contracting Officer Determination
Approved PMSA Extension Date	Reanalysis Created Date 2025-05-15	

Property Information - Reanalysis Tab

Columns:

- Property Type
- Line Item Count
- Dollar Value

Rows:

- Equipment
- Special Tooling
- Special Test Equipment
- Material
- Total

Property Information		
Property Type	Line Item Count	Dollar Value
Equipment	0	\$0
Special Tooling	0	\$0
Special Test Equipment	0	\$0
Material	0	\$0
Total	0	\$0

PMSA Element Information - Reanalysis Tab

Columns:

- Element (*auto-populated*)
- Scheduled (*calendar picker and defaults blank*)
- Completed (*calendar picker and defaults blank*)
- Results (*options: Select / Compliant / Non-Compliant / Waived / Pending / Not Applicable / Not Performed*)
- Comments
- Attachments (*expands Attachment section*)
 - File Name
 - File Size
 - Attachment Description
 - File Type
 - Upload Date
 - Uploaded By

Rows:

- Written Procedures
- Contractor Self-Assessment
- Acquisition
- Receiving
- Discrepancies Incident to Shipment
- Identification
- Records
- Receipt and Issue
- Physical Inventory
- Subcontractor Awards and Flow Down
- Subcontractor Reviews
- Reports
- Relief of Stewardship
- Utilization
- Declaration of Excess
- Consumption
- Movement
- Storage
- Storage Commingling
- Maintenance
- Disposal
- Property Closeout

NOTE: The Element Scheduled fields automatically populate from the PMSA Due Date field when a Reanalysis Due Date is entered.

PMSA Element Information						
	Element	Scheduled	Completed	Results	Comments	Attachments
⌵	Written Procedures	2025-10-01		Pending		
⌵	Acquisition	2025-09-30	2025-07-16	Pending		

Notes - Reanalysis Tab

The notes section are used to add additional information pertaining to the PMSA fiscal year.

Notes

Automation202507151105

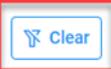
PMSA Attachments Columns - Reanalysis Tab

- File Name
- File Size
- Attachment Descriptions
- File Type
- Uploaded Date
- Uploaded By
- Actions
 - Edit
 - Delete

Buttons:

- Add Attachments
- Clear (*clears the filters on columns*)

PMSA Attachments



File Name	File Size	Attachment Description	File Type	Uploaded Date	Uploaded By
NoSpaceExcel.xlsx	13.59 KB		Miscellaneous	2025-08-01	



History - Reanalysis Tab

Notes History

- Notes
- Updated By
- Update Date

PMSA Approved Extension Date History

- PMSA Approved Extension Date
- Updated By
- Update Date

Buttons:

- Save
- Cancel

History

Notes History	PMSA Approved Extension Date History
Notes Updated By Update Date	PMSA Approved Extension Date Updated By Update Date

NOTE: When the Date Sent to Contracting Officer and the Date of Contract Officer Determination fields have an entered value, all fields are read-only except the System Status field until a new FY Tab is created. Users may continue to add attachments but cannot Delete attachments from Completed PMSA Records.

NOTE: Completed PMSA Record is the same as Date Sent to Contracting Officer for Determination.

NOTE: The Reanalysis Due Date can fall within a different fiscal year than the original record, and the date cannot be edited by the CPM Property Administrator after it's initially added.

Read-Only / Inactive

When the CAGE Code record is Inactive the PMSA tab and Reanalysis is read-only.

The CAGE Code record is considered Inactive for the following conditions:

For each Contract in the Contract Information section one of these things must be true

- Property Clearance Required field is 'No' OR Blank
- Property Clearance Required AND Property Clearance Complete = Yes

Deleting the Current Reanalysis Tab

A CPAM Super User can delete the most recent Reanalysis record within any given Fiscal Year. Elements that were marked as Non-Compliant on the PMSA that triggered the reanalysis creation revert to Pending on the PMSA/ feeder reanalysis. Element Information Completed date field for that Element will be blank.

If the PMSA was closed, the reanalysis cannot be deleted.

NOTE: Feeder = Reanalysis with results of Non-Compliant causing a subsequent Reanalysis.

Business Rules For Fields

General Terms

Fiscal Year is standard government Fiscal Year (October 1 - September 30)

Tab CPM Information

Field: CAR-Sec

Options:

- 1 – Active PASS
- 2 - Physically Completed PASS
- 3 – Dormant PASS
- 4 - Payment/CLR Adjustments Pending PASS
- 5 - Closed, Daily PASS
- 8 - Closed During Month PASS
- 9 - Closed, MOCAS EOM Removal PASS

Additional Support Information

Tab Reanalysis

Field: Date Sent to Contracting Officer for Determination

When System Status Is	Then these Attachments are Required
Approved	<ul style="list-style-type: none">• Audit Report• Business System Analysis Summary
Disapproved	
Closed	
Approved with non-significant Deficiencies	
Pending DCMA System Determination	
Pending DCMA System Determination with Deficiencies	
Closed - Tested Under Other CAGE	
Not Evaluated (Limited Default)	
N/A - Property Only Delegation	
Not Performed	<ul style="list-style-type: none">• Memorandum For Record
NASA Only Delegation	<ul style="list-style-type: none">• Audit Report