ALL PURPOSE CHECKLIST		Paqe 1 c	f 1	Page(s)		
TITLE	SUBJECT/ACTIVITY/FUNCTIONAL AREA AFRL QUALITY FINAL TECHNICAL REPORT (TR)		OPR AFRL/CSC			
No.	ITEM (Assign a paragraph number to each item. Draw a horizontal line between	eac		Author	WU MGR	STINFO
	Contract No. or Local Identifier:	ouo	or major paragrapin,	(Y/N/NA)	(Y/N/NA)	(Y/N/NA)
1.	Is the TR a comprehensive description of the research and NOT just a journal collection of status reports, restatement of the statement of work, or a duplicate					
2.	another work unit? Does the TR contain the required elements of a scientific report per AFRL ANS Z39.18 -2005 (this includes methods, assumptions, procedures, results and disrecommendations, and references)?					
3.	Is the TR logically organized and developed in one file/one format (PER CDRI	_)?				
4.	Is the writing clear and concise, accurately depicting all the data (positive and contain all the necessary information to duplicate the research, if necessary?					
5.	Are all parties responsible for the data properly acknowledged for their contribu	utio	on?			
6.	Are all classified data properly marked and are markings properly placed (i.e., classification, top/bottom, paragraphs marked, etc.)?		•			
7.	Are data rights content properly identified (portion marked, etc.,) throughout the at contract award?	e re	eport per assertions rights			
8.	Is data that is delivered with less-than-unlimited rights contained only in an app to the final report (except for contracts awarded under the SBIR or STTR prog this requirement with written approval from the Technical Director?					
9.	Are all formulas and equations clearly presented?					
10.	Are all technical terms defined in a glossary and are all acronyms, abbreviation defined (if needed)?	าร, ส	and symbols properly			
11.	Are all references that are cited in the text listed with a full citation in the refere	nce	es list?			
12.	Are there any supporting documents that need to be appended to the TR?					
13.	Have there been any meetings with the Government in which notes were taken author reviewed the notes to ensure that all requirements have been addresse		egarding the TR, has the			
14.	Is there a signed notice page that indicates correct data rights per the data right	nts	section of the contract?			
15.	Are specific pages and/or sections marked in the "location of data rights" within	n th	e data rights legend?			
16.	Have all appendices been identified and included in the TR?					
17.	Is the SF 298, Report Documentation Page, properly completed?					
18.	Has a distribution statement and export control been addressed?					
19.	Does the distribution statement reflect the appropriate reason(s) and audience	for	r the TR content?			
COMM	MENTS (If additional space is needed, enter comments on back of form)					
AUTHOR:(print)Signature			Dat	te		
WU M	GR:(print)Signature			Dat	:e	
STINF	O:(print)Signature			Dat	e	