



CUI
DEFENSE CONTRACT MANAGEMENT AGENCY
3901 ADAMS AVENUE, BUILDING 10500
FORT GREGG-ADAMS, VA 23801-1809

[Date]

MEMORANDUM FOR [title, e.g., ADMINISTRATIVE CONTRACTING OFFICER],
[name]

SUBJECT: Recertification of Approved Earned Value Management System (EVMS)
[contractor name, location, CAGE(s)]

The Defense Contract Management Agency (DCMA) EVMS Center has identified an EVMS requirement per the Defense Federal Acquisition Regulation Supplement (DFARS) clause 252.234-7002 at [site location] with [CAGE code]. Records indicate this site and CAGE has an approved EVMS. This approval requires recertification of the acceptability of the EVMS per DCMA Manual 2301-01: Contractor Business Systems (CBS) every three years.

The DCMA EVMS Center has completed the three year EVMS compliance assessment for the aforementioned contractor with details below:

- The assessment of [site location] and [CAGE code] identified no EVMS concerns which materially affect the reliability of the data. [All guidelines /or list guidelines] were assessed during the review period. [If guidelines were not assessed then state why and explain why the current assessment is still given].
- [List and address the areas of concern that are not materially affecting the system but are either documented in internal KTR CAPs or DCMA CARs].
 1. List Item 1
 2. List Item 2
 3. List Item 3]

Controlled by: DCMA Controlled by: PIX[X]– EVMS Center CUI Category: General Procurement and Acquisition, General Proprietary Business Information Distribution/Dissemination Control: [FED] POC: [Originating DCMA Office or person name, telephone, and email]

[Include Interim Cycle (within the 3 year cycle if requested)]

The DCMA EVMS Center three year EVMS compliance assessment cycle began on [MM/DD/YYYY] and will complete on [MM/ DD/YYYY]. The current EVMS assessment is detailed below: [

- **List guidelines assessed to date.**
- **List guidelines that will be assessed for the remaining cycle**
- **List and talk of area of concerns that are not material affecting the system but are either documents in internal CAPs or DCMA CARs]**

This assessment is not intended to provide an assessment of materially significant deficiencies. If the DCMA EVMS Center identifies materially significant deficiencies, the DCMA CBS process will be followed.

If you require further information regarding this assessment, please contact **[Group Lead name at (xxx) xxx-xxxx or Grouplead@mail.mil or Team Lead name at (xxx) xxx-xxxx or Teamlead@mail.mil]**.

[Group Lead Name]
[Group name] EVMS Group Lead
DCMA Portfolio Management & Business
Integration

Enclosures as needed

cc:

[Mr./Ms. First Last], Director, DCMA EVMS Center
[Mr./Ms. First Last], Deputy Director, DCMA EVMS Center
[Other EVMS stakeholders, as applicable]