STEP 5 - CREATE THE CONTRACT AWARD ASSESSMENT (Beta, current as of 05 October 2020)

Once an award is made, the Contract Award is made to solidify the terms of the contract and track the final requirements.

1. Go to: https://eprm.csd.disa.smil.mil
   a. **Insert your CAC card.**
   b. **Select your email.**
   c. Enter **Pin.**
   d. **Put a checkmark** in agreement of terms.
   e. Click **Login.**
1. Click on **Manage Assessments** icon.
2. Click on green **Create a New Assessment** icon.
3. Disregard the Assessment Name – this is auto-populated.
4. Select your location under **node**.
5. Select the **Acquisition Security** objective.
6. Leave the due date blank.
7. Click **Continue**.
8. Select **Copy from existing assessment.**
9. **Select** the **SOURCE SELECTION assessment created in STEP 4.**
10. Click **Continue.**
11. **Update** Profile Organization (Describe the Organization):
    a. Change assessment type (question 2) to **Contract Award.**
12. Click **Next Section/Tab**.
13. Click **Next Section/Tab** on Scope Assessment (Describe the Operating Environment).
14. Click **Next Section/Tab** on Assets page.
15. Click **Next Section/Tab** on Threats page.
16. Click on **Next Section/Tab** on Countermeasures page.
17. Click **Finish and Lock icon**.
18. Click on **Basic Analysis, Mitigation and Submission** icon.
19. Filter the countermeasures for those not implemented by typing "not" in the filter box above status.
20. Change the status of each countermeasure as applicable.
    a. **Select the countermeasure** to change.
    b. Click on **Manage Countermeasure Status** button.
    c. Make the **appropriate selection**.
    d. Click **Save**.
    e. **Repeat** for all changes.
21. **Exit** ASM.

> The job aids are created for SIPRNet. If logging on to demo site:
> 1. Go to: www.demo.countermeasures.com
> 2. **Enter your NIPRNet email address** in the first box in the Login window.
> 3. **Enter your password**.
> 4. **Check the box** to acknowledging the Terms of Use.
> 5. Click **Login**.

> **Adjustments to the countermeasures can be done one by one on the screen or though the Excel file/Upload responses functionality. Either way, the Source Selection assessment should reflect the <u>exact security environment</u> required by the contractor.**

> **NOTE: Reports will now reflect original risk (risk as calculated at time of RFP response), current risk (risk at time of contract award where countermeasures were implemented) and planned risk (risk in the future once other countermeasures are implemented).**

This completes Step 5 of the ASM Process.