



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

March 9, 2007

MEMORANDUM FOR CHIEF ACQUISITION OFFICERS

FROM:

Paul A. Denett  
Administrator

A handwritten signature in dark ink, reading "Paul A. Denett", is written over the typed name and title.

SUBJECT:

Federal Procurement Data Verification and Validation

As the government's principal repository for acquisition information, the Federal Procurement Data System (FPDS) must be an authoritative source that allows agency managers, contractors, and policymakers to make informed business decisions. Your decisions on organization, staffing and training are dependent on correct procurement data. While some modifications to FPDS have increased some data integrity, agencies must take additional steps to verify and validate the accuracy of the data entered in the system. So whether we are measuring the level of competition, identifying the type of contract vehicle, or evaluating success against small business goals, having accurate and timely information is critical. By ensuring FPDS data is accurate, you will be in a better position to meet the requirements of the Federal Funding Accountability and Transparency Act of 2006.

Chief Acquisition Officers (CAOs) must establish requirements for ensuring that the 2007 FPDS data reflect accurate and timely contract information. At a minimum, CAOs shall:

- Establish an agency-wide requirement for routine, statistically-valid data verification and validation. The verification and validation must be conducted by an organization or person that did not award the contracts being reviewed.
- Provide a certification of data accuracy and completeness to GSA each year, as will be required in an upcoming FAR case specifically designed to clarify FPDS roles and responsibilities.
- Assign clear data verification responsibilities.
- Make necessary adjustment to policies, procedures, and training, as needed.
- Provide the Administrator of OFPP your annual statement of verification and validation results by December 15, 2007.

Your continued attention to the accuracy of federal procurement data is critical and must be a top priority for all agency acquisition personnel. We are procuring over \$400 billion a year in goods and services. We must have accurate and timely procurement data for us to manage the mission-critical contracting function.

Please send me your agency's responsibility assignments and data validation/verification policies by May 16, 2007. The government has struggled with getting contract data right for decades. It is time to demonstrate that we can produce accurate data. Your leadership is essential to solve this problem in your agency. I can be reached on 202 395-5802 or Julie Basile is available on 202-395-4821, or by email at [jbasile@omb.eop.gov](mailto:jbasile@omb.eop.gov) to answer questions. Thank you for your cooperation on this very important matter.

cc:

Administrator, GSA

Administrator, SBA

Senior Procurement Executives

Directors of Small and Disadvantaged Business Utilization