GUIDANCE ON THE INTEGRATED PROGRAM MANAGEMENT REPORT FOR EARNED VALUE MANAGEMENT

PURPOSE: To provide guidance on the use of the Integrated Program Management Report (IPMR) when required to use Earned Value Management (EVM) in major system acquisitions.

BACKGROUND: EVM is a key integrating process in the management and oversight of acquisition programs and projects. EVM is a program/project management approach that evolved from combining government management requirements and industry practices to ensure total integration of a particular program’s or projects cost, schedule, and technical performance objectives.

With the issuance of the NASA FAR Supplement (NFS) 1834 Rewrite as a final rule, NASA is adopting the IPMR to improve integration of cost and schedule information in reporting requirements under acquisitions involving EVM. The IPMR provides performance data that can be used to track and identify problems early in the acquisition life cycle and forecast future acquisition performance. The IPMR is the primary means under a contract of documenting the ongoing communication between the contractor and program/project manager, to report the cost and schedule metric trends on the program/project status, and to make an assessment of future performance in order to achieve program/project success (e.g. meet the technical requirements on schedule and within budgets). The IPMR includes seven formats for measuring cost and schedule performance information on acquisitions requiring compliance with American National Standards Institute/Electronic Industries Alliance Standard 748 (ANSI/EIA-748).

NASA’s acquisition policy on earned value management is prescribed in NFS 1834.2 and include a solicitation provision and a solicitation and contract clause in NFS 1852.234-1 and 1852.234-2, respectively. The NFS 1834 Rewrite provides for
changes to the IPMR, which includes a Contract Performance Report (CPR) and the Integrated Master Schedule (IMS), detailed as follows:

1. **Contract Performance Report (CPR)** – Includes Formats 1 through 5:
   - Format 1 – defines cost and schedule performance data by Work Breakdown Structure (WBS).
   - Format 2 – defines costs and schedule performance data by the contractor’s organizational structure.
   - Format 3 – defines changes to the Performance Measurement Baseline (PMB).
   - Format 4 – defines staffing forecasts.
   - Format 5 – is a narrative report used to provide the required analysis of data contained in Formats 1-4 and Format 6.

2. **Integrated Master Schedule (IMS)** – Format 6:
   - Format 6 – defines and contains the Contractor’s IMS to include task/activities consistent with the work and relationships (e.g. subcontracts, external interfaces, GFE, etc.) necessary for successful contract completion.

In addition to the CPR and IMS Formats, there is also an optional supplemental report, Format 7, which provides historical and time-phased information in an electronic XML format by WBS. It provides information at the same level as Format 1 unless otherwise specified in a Data Requirements Descriptions (DRDs) or Contract Data Requirements List (CDRLs). The intent is for this format to supplement or enhance Government analysis beyond the information provided in Format 5. Format 7 is provided once per year and includes forecast data for the remaining lifecycle of the project.

NASA’s EVM Working Group has developed an IPMR Implementation Guide that is intended to help acquisition teams, including Program/Project Managers, EVM, and financial management personnel develop and prepare DRDs or CDRLs. Contracting Officers shall include a DRD/CDRL developed by the requiring organization and include these requirements in solicitations and describe the different CPR and IMS Formats to be used for reporting by the Contractor during contract performance. The Guide provides more detailed information about the IPMR, identifies options for tailoring to specific types of acquisitions, provides definitions and instructions for the contractor/supplier, and provides examples of IPMRs. The NASA IPMR Implementation Guide can be found on NASA’s EVM website at: [www.evm.nasa.gov](http://www.evm.nasa.gov) and the specific URL hotlink is as follows: [http://evm.nasa.gov/reports.html](http://evm.nasa.gov/reports.html)

**GUIDANCE:** Contracting Officers shall include a DRD/CDRL in the solicitation and resultant contract to describe the specific reporting requirements of the IPMR when Earned Value Management Systems is required in accordance with NFS 1834.201. The requiring organization, to include program/project management
personnel, financial/resource analyst, EVM analysts, and other personnel shall use NASA’s IPMR Implementation Guide to develop the specific details of IPMR DRDs/CDRLs and provide it to the Contracting Officer as a part of an acquisition package requirements consistent with NFS 1834.2.

**EFFECTIVE DATE:** This PIC is effective as dated and shall remain in effect until canceled or superseded.

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