

## 306.303-2

### 306.303-2 Content.

(a)(1) The program office and name, address, and telephone number of the project officer shall also be included.

(2) This item shall include project identification such as the authorizing program legislation, to include citations or other internal program identification data such as title, contract number, etc.

(3) The description may be in the form of a statement of work, purchase description, or specification. A statement is to be included to explain whether the acquisition is an entity in itself, whether it is one in a series, or part of a related group of acquisitions.

(c) Each JOFOC shall conclude with at least signature lines for the project officer, project officer's immediate supervisor, contracting officer, and approving official.

### 306.304 Approval of the justification.

(a)(2) The competition advocates are listed in 306.501. This authority is not delegable.

(3) The competition advocate shall exercise this approval authority, except where the individual designated as the competition advocate does not meet the requirements of FAR 6.304 (a)(3)(ii). This authority is not delegable.

(4) The senior procurement executive of the Department is the Assistant Secretary for Management and Budget.

(c) A class justification shall be processed the same as an individual justification.

## Subpart 306.5—Competition Advocates

### 306.501 Requirement.

The Department's competition advocate is the Deputy Assistant Secretary for Grants and Acquisition Management. The competition advocates for the Department's primary contracting officers are as follows:

*ACF*—Director, Office of Management Services  
*HCFA*—Director, Office of Internal Customer Support  
*OS*—Deputy Assistant Secretary for Grants and Acquisition Management  
*PSC*—Director, Administrative Operations Service

## 48 CFR Ch. 3 (10-1-01 Edition)

*AHRQ*—Executive Officer  
*CDCP*—Director, Office of Program Support  
*FDA*—Director, Office of Facilities, Acquisition, and Central Services  
*HRSA*—Associate Administrator for Operations and Management  
*IHS*—Director, Office of Management and Support  
*NIH*—(R&D)—Director, Office of Extramural Research (Other than R&D)—Director, Office of Intramural Research  
*SAMHSA*—Associate Administrator for Management

## PART 307—ACQUISITION PLANNING

### Subpart 307.1—Acquisition Plans

Sec.  
307.104 General procedures.  
307.105 Contents of written acquisition plans.  
307.170 Program training requirements.  
307.170-1 Policy exceptions.  
307.170-2 Training course prerequisites.

### Subpart 307.3—Contractor Versus Government Performance

307.302 General.  
307.303 Determining availability of private commercial sources.  
307.304 Procedures.  
307.307 Appeals.

### Subpart 307.70—Considerations in Selecting an Award Instrument

307.7000 Scope of subpart.  
307.7001 Distinction between acquisition and assistance.  
307.7002 Procedures.

### Subpart 307.71—Requests for Contract

307.7100 Scope of subpart.  
307.7101 General.  
307.7102 Procedures.  
307.7103 Responsibilities.  
307.7104 Transmittal.  
307.7105 Format and content.  
307.7106 Statement of work.  
307.7107 Review.

AUTHORITY: 5 U.S.C. 301; 40 U.S.C. 486(c).

SOURCE: 66 FR 4226, Jan. 17, 2001, unless otherwise noted.

## Subpart 307.1—Acquisition Planning

### 307.104 General procedures.

(d) Each contracting activity shall prepare an Annual Acquisition Plan