

U.S. Army
HEADQUARTERS, FORT RICHARDSON
PURCHASING AND CONTRACTING DIVISION
P.O. BOX 471
APO SEATTLE 98749

RPP

DATE 19 May 1969

SUBJECT: Designation of Contracting Officer's Representative

TO: Mr. Noble Johnston
Supply & Fac. Division
Petroleum Distribution Office
Fort Richardson, Alaska

1. You are appointed Contracting Officer's Representative for Contract number ~~DAFA03 69 0 0072~~. You will conduct administrative and/or inspection of supplies and services with the following limitations:

a. Conduct inspections on referenced contract to insure strict compliance by the Contractor with the provisions thereof.

b. Report immediately in writing to the Contracting Officer all deviations of the specifications which are not corrected on the spot by the contractor.

c. **Furnish the Contracting Officer a narrative report (as of Friday to be delivered the following Monday) consisting of but not limited to the following items: percentage of work completed by phases, adherence to contract completion time, problem areas, discrepancies noted, and contractor's evaluation.**

2. This designation does not empower you to execute or agree to any other contract or modification to the above contract, but applies only to the delegation of authority specified. If, at any time, you exceed your authority, this designation is void.

3. You are required to read AR 600-50 and Chapter 735 (for Department of Army Civilian Personnel only), and furnish the Contracting Officer a certificate that you have read and that you comprehend the intent of the cited AR's.



DISTRIBUTION:
Original - Contracting Officer
Duplicate - Contractor
Triplicate - Representative

WALTER C. WILLIAMS
Contracting Officer