

# **MP5301.602-2 (d) Designation, Assignment, and Responsibilities of a Contracting Officer's Representative (COR)**

The following are mandatory procedures (MP) for standardizing the Department of the Air Force (DAF) contracting process regarding designation, assignment, and responsibilities of a Contracting Officer's Representative. The assignment of a COR is not necessary when the CO retains or delegates surveillance to DCMA, or for one of the categories of services exempted in [DAFI 63-138 Acquisition of Services](#). [DoDI5000.72](#) requires COs to designate a COR for Construction contracts, unless the contracting officer retains and executes contract oversight responsibilities when the conditions of [DFARS 201.602-2](#) exist.

In accordance with DFARS PGI 201.602-2(d)(v), contracting officers must designate a COR for all service contracts, and supply contracts with cost-reimbursable line items including both firm-fixed-price and other than firm-fixed-price contracts within 3 business days of contract award unless an exemption applies. See DFARS PGI 201.602-2(d)(v)(A) and (B) for exemptions.

- **[1.0 Contracting Officer Roles and Responsibilities](#)**
- **[2.0 COR Roles and Responsibilities](#)**
- **[3.0 COR Supervisor](#)**
- **[4.0 OGE 450 Determination and Processing](#)**
- **[5.0 Quality Assurance Program Coordinator \(QAPC\)](#)**
- **[6.0 Memorandum Templates and Contract Training Syllabus](#)**

**Parent topic:** [MP5301.6 - CAREER DEVELOPMENT, CONTRACTING AUTHORITY, AND RESPONSIBILITIES](#)