

## 3.2 Documentation of Initial Evaluation Results

3.2.1 SSEB Initial Evaluation. The SSEB Initial Report is used to document the results of the SSEB's initial evaluation. The rationale for initial evaluation results and assignment of initial ratings will be fully and contemporaneously documented in the SSEB Initial Report. The SSEB Initial Report shall be signed by the PCO and SSEB Chairperson after the completion of initial evaluations and prior to presentation of the initial evaluation results to the SSA. The following tailorable templates are available for use, as desired:

[SSEB Report](#)

[Initial Evaluation Briefing](#)

3.2.1.1 For all programs for which DoDI 5000.75 or DoDI 5000.85 designates USD(A&S) as the Milestone Decision Authority, for which AFI63-101/20-101 designates SAF/AQ or SAF/SQ as the Milestone Decision Authority, all SCAT-I services acquisitions, all BCAT I and II systems, and all constructions projects with an estimated total value of \$1 billion or more, request the DAF IP Cadre (SAF/AQCC) review the source selection record by completing the Intake Form (available at the internal IP Cadre MS Teams Channel Link) and submitting that form to SAF/AQCC via the DAF IP Cadre Workflow Email address ([SAF.AQ.SAF-AQCC.Workflow@us.af.mil](mailto:SAF.AQ.SAF-AQCC.Workflow@us.af.mil)).