

TO:

FROM:

SUBJECT: Request for Delegation of Contracting Officer's Representative (COR)

It is requested that, in accordance with NFS 1842.270, \_\_\_\_\_

\_\_\_\_\_

be appointed as Contracting Officer's Representative (COR) on \_\_\_\_\_

\_\_\_\_\_, or solicitation number,

if assigned and title of acquisition \_\_\_\_\_

Proposed COR is, currently Federal Acquisition Certified (FAC) at FAC-COR:

Level I            Level II            Level III    or    is not FAC-COR certified.

If the proposed COR is not certified at the required level for this acquisition/contract, and no other qualified individual is available, the procurement officer may, pursuant to NFS 1842.270(h), defer for a period of up to six months, all or part of the FAC-COR requirements in writing on a case-by-case basis, if granting the deferment is in the best interest of the Agency.

If this employee has not received ethics training this year or taken any mandatory COR training or training otherwise required for the employee to maintain the requisite FAC-COR level for this acquisition/contract, I will ensure that he/she receives such training at the earliest feasible opportunity.

Information on CORs is accessible at

[http://prod.nais.nasa.gov/portals/pl/contr\\_tech\\_rep.html](http://prod.nais.nasa.gov/portals/pl/contr_tech_rep.html).

Enclosure