5604.804-1 Closeout by the Office Administering the Contract.

(Revised October 2014)

(1)

- (A) Contracting officers are responsible for the proper closeout of all contract files in accordance with the procedures outlined in $\underline{FAR\ 4.804}$ and $\underline{DFARS\ 204.804}$, and within the time parameters established in $\underline{FAR\ 4.804-1}$.
- (B) Complete a DD1597, Contract Completion Statement, firm-fixed price contracts over the Simplified Acquisition Threshold that are not subject to the automated closeout procedures at PGI 204.804-3.
- (C) Contracting officers must use the DD1597, Contract Closeout Checklist, and DD1594, Contract Completion Statement, for all contracts other than firm-fixed price that are not administered by a Defense Contract Management Agency (DCMA) contract administration officer.

Parent topic: <u>5604.804 Closeout of Contract Files.</u>