

Commerce Acquisition Manual
CAM Notice 24-06

- 1. Title or Purpose:** Contracting Officer Representative Certification Program
- 2. File in:** Commerce Acquisition Manual (CAM) Part 1, Subpart 6
1301.670
- 3. Effective:** February 14, 2024
- 4. Applicability:** This CAM is applicable to all Department of Commerce operating units and prescribes policy and procedures for the Contracting Officer Representative Certification Program.
- 5. Supersedes:** This notice supplements CAM 1301.670, *Contracting Officer Representative Certification Program* (June 2023)
- 6. Summary:** The purpose of this memorandum is to clarify the scope of Section 1.3 of CAM Chapter 1301.670 entitled “Applicability” and Section 3.2 entitled “Appointment” as it relates to the role of individuals providing subject matter expertise or technical support to a Contracting Officer or Contracting Officer Representative. This section uses the term “contract action” in describing matters for which individuals may provide expertise or support. For purposes of this CAM chapter, the term “contract action” means any oral or written action that results in the purchase, rent, or lease of supplies or equipment, services, or construction using appropriated dollars over the micro-purchase threshold, or modifications to these actions regardless of dollar value. Contract action does not include grants, cooperative agreements, other transactions, real property leases, requisitions from Federal stock, training authorizations, or other non-FAR based transactions. The support or expertise described in Sections 1.3 and 3.2 of the CAM is intended to cover any pre-award, award, or post-award activities associated with these actions.

Upon the next update to this CAM chapter these sections will be revised to ensure clarity.

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