PRODUCTION PROGRESS REPORT

The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0704-0250), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THIS ADDRESS. RETURN COMPLETED FORM AS SET FORTH IN THE CONTRACT.

Form Approved
OMB No. 0704-0250
Expires Jan 31, 2003

1. REPORT PERIOD	**2. CONTRACT ADMINISTRATION OFFICE AND ADDRESS** *(Include ZIP Code)*
4. REPORT NUMBER	**3. PURCHASING OFFICE AND ADDRESS** *(Include ZIP Code)*
NOTE: If final report, so indicate by placing "F" after Report No.	**5. NAME AND ADDRESS OF CONTRACTOR** *(City, State, ZIP Code)*
7. PII *(Contract)* **NUMBER**	**6. NAME AND ADDRESS OF PLANT** *(City, State, ZIP Code)*

SECTION I - PRODUCTION DATA

CONTRACT LINE ITEM NUMBER a.	IDENTIFICATION NSN AND NOMENCLATURE b.	PURCHASE REQUEST/ PRON/MIPR c.	SCH	TOTAL CONTRACT QUANTITY d.	ACTUAL DELIVERY REPORT PERIOD e.	CUMULA-TIVE f.	1ST g.	2ND h.	3RD i.	4TH j.	5TH k.	6TH l.	NEXT 3 m.	NEXT 3 n.	BALANCE TO COMPLETE o.
			C												
			D												
			C												
			D												
			C												
			D												
			C												
			D												
			C												
			D												

SECTION II - DELAY FACTORS *(If none, X box)* →

DATA *(X applicable column)*	YES	NO	DATA *(X applicable column)*	YES	NO	DATA *(X applicable column)*	YES	NO
1. DESIGN AND ENGINEERING PROBLEMS			6. MATERIAL			8. b. REJECTED		
2. SPECIFICATIONS			a. REQUESTED LATE			c. APPROVED LATE		
a. SUBMITTED LATE			b. PROCURED/SUPPLIED LATE			9. FINANCIAL DIFFICULTY		
b. INADEQUATE/DEFECTIVE			c. REJECTED			10. SUBCONTRACTOR FAILURE		
c. APPROVED LATE			7. PROPERTY			11. CONTRACT AMENDMENTS		
3. FACILITIES			a. ORDERED LATE			12. PRIORITY ACTIONS		
4. SPECIAL TOOLING AND TEST EQUIPMENT			b. SUPPLIED/PROCURED LATE			13. NATURAL DISASTER		
a. REQUESTED LATE			c. DEFECTIVE/REJECTED			14. STRIKE		
b. PROCURED/SUPPLIED LATE			8. PROTOTYPE MODEL			15. UNDETERMINED/OTHER		
5. PRODUCTION PROBLEMS			a. SUBMITTED LATE					

16. CONTRACTOR'S REPRESENTATIVE

a. **TYPED NAME** *(Last, First, Middle Initial)*   b. **TITLE**

c. **SIGNATURE**   d. **DATE SIGNED** *(YYYYMMDD)*

17. GOVERNMENT REPRESENTATIVE

a. **TYPED NAME** *(Last, First, Middle Initial)*   b. **TITLE**

c. **SIGNATURE**   d. **DATE SIGNED** *(YYYYMMDD)*

DD FORM 375, MAR 2000   PREVIOUS EDITION MAY BE USED. LOCAL REPRODUCTION AUTHORIZED.

INSTRUCTIONS FOR COMPLETING DD FORM 375
(Self-explanatory items are not discussed)

1. The report, when required in the contract, is to be prepared by the contractor in accordance with the dates specified in the Production Progress Reporting clause. Reports will be mailed within two working days after the report period. Reports on exceptions to the contract delivery schedule shall reflect current status and projected deliveries and shall be submitted immediately upon knowledge of the pending or actual exception and dated accordingly.

2. Classify in accordance with applicable DD Form 254.

3. DD Form 375C shall be used for remarks required.

HEADING

REPORT PERIOD - Insert the date(s) of the period being reported.

REPORT NUMBER - Insert sequential report number as applicable to the contract.

SECTION I - PRODUCTION DATA

COLUMN a, CONTRACT LINE ITEM NUMBER - Insert line item or sub-line item number from the contract. Items once reported complete may be omitted in subsequent reports. Only one contract item is to be reported on each line of SECTION I.

COLUMN b, NSN AND NOMENCLATURE - Insert the National Stock Number from the contract in the upper space in this column and a descriptive word of nomenclature in the lower space on this line.

COLUMN c, PURCHASE REQUEST/PRON/MIPR - Insert the Purchase Request Number, Procurement Request Order Number, or the Military Interdepartmental Purchase Request Number if contained in the contract.

COLUMN e, REPORT PERIOD - Insert on line C the quantity of items scheduled by the contract for the report period. Insert on line D the quantity of items actually delivered during the report period.

COLUMN f, CUMULATIVE - Insert on line C the cumulative total of the item scheduled by the contract through the end of the report period. Insert on line D the cumulative total of the item actually delivered through the end of the report period.

COLUMN g, 1ST - Insert on line C the quantity of the item scheduled by the contract for the next report period following the period reported. Insert on line D the best estimate of the quantity of the item actually to be delivered the first period following the period reported.

COLUMN h THROUGH n - Insert on line C the quantity of the item scheduled for delivery under the contract during each of the succeeding report periods. Insert on line D the best estimate of actual deliveries to be made during each of the succeeding report periods.

COLUMN o, BALANCE TO COMPLETE - Insert on line C the balance of the contract quantity not shown in columns f through n. Insert on line D the balance of actual deliveries of the contract quantity not shown in columns f through n. The quantities in columns f through o on both line C and line D should each equal the quantity shown in the d column for the item.

SECTION II - DELAY FACTORS

Omit all line entries in this Section if there are no actual or potential delay factors to report and place "X" in the box to the right of the words "Delay Factors." Otherwise all lines in Section II shall be completed. On DD Form 375C explain all delay factors indicating the urgency of the factor, the nature of the difficulty, what is being done or proposed, and what assistance, if any, is desired.