



## NISP CONTRACTS CLASSIFICATION SYSTEM - ROLES

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### Industry Originator

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Requirements Owners such as:  
Program Managers, Organizational  
Representatives as appointed

#### About the Role:

The Industry Originator role is the individual who **drafts the DD Form 254s**. This role is the requirements owner or other individual as determined by the organization. The Industry Originator **will select** Reviewers, a Certifier and a Contracting Officer to finalize the processing of the DD Form 254s.

#### Role Permissions:

- **Creation** of the draft DD Form 254
- **Edit** ability of draft "self/user" created DD Form 254
- **Assignment** and **Transfer** of draft "self/user" created DD Form 254
- **View only** for "self/user" created DD Form 254s
- Ability to **upload or delete** DD Form 254 attachments.
- **Download/Export all** "self/user" created DD Form 254s



#### Reporting Capability:

This role allows for metrics reporting **surrounding individual use within NCCS**

- Current Status of DD Form 254s
- Number of DD Form 254s (created/reviewed/certified/released)
- Number of Sub DD Form 254s created off the Prime DD Form 254



#### Policy Guiding Role:

- This role requires a CAC/PIV for access

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**Questions? Contact:** [dcsa.quantico.dcsa-hq.mbx.nccs@mail.mil](mailto:dcsa.quantico.dcsa-hq.mbx.nccs@mail.mil)