

**NATIONAL INDIAN PROGRAMS TRAINING CENTER
1011 Indian School Road NW, 2nd Floor
Albuquerque, New Mexico 87104**

**CONTRACTING OFFICER'S REPRESENTATIVE
40 HOUR REFRESHER COURSE**

Date: February 1-5, 2010

Target

Audience: Non-contracting personnel with responsibilities as a representative of the Contracting officer, including Contracting Officer Representatives (CORs), Contracting Officer's Technical Representatives (COTRs), Technical Officers (TOs) and Project Officers (POs)

Course

Description: This five-day COR/COTR Refresher course provided 40 credit hours of training and qualifies as 40 Continuous Learning Points (CLP's). It is designed to provide the experienced COR/COTR with a more comprehensive understanding of changes in legislation, regulations and policy, enabling students to better deal with issues encountered in the contract administration process.

Learning

Objectives: -Review recent legislative and regulatory changes and changes in the labor statutes
-Refresh competencies, skills and knowledge appropriate for contract administration personnel
-Explain Performance-Based Statements of Work and Performance-Based Statements of Objectives (PB-SOW and PB-SOO)
-Explain Project Management Principles and how they can apply to the administration of work accomplished by the contractor

Time: 8:00am – 4:00pm each day

Tuition: No tuition for BIA, BIE or OST employees

PRE-REQUISITE: Successful completion, within the previous three years, of a 40 Hour COR/COTR Certification Course

Competencies: The competencies identified in the latest version of the Federal Acquisition Institute's "Contracting Officer's Representative Training Blueprints" are addressed in this course.

CPE Credits: 40

To Register: Please register in DOI Learn or fax a registration form to (505) 563-5076. Supervisory approval is required. Registrations will be accepted on a first-come-first-served basis.