



**US Army Corps
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ENGINEERING AND CONSTRUCTION BULLETIN

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Subject: Preparation of CPARS, ACASS, and CCASS performance evaluations

Applicability: Policy

1. We have migrated ACASS and CCASS to CPARS as of 1 Oct 2005. The transition has been smooth for the most part. However some districts are not using the CPARS/ACASS/CCASS evaluation process as intended. The evaluation process is supposed to be paperless. Some rating officials and reviewers are preparing a hard copy performance evaluation which is then given to the focal point for input into the CPARS/ACASS/CCASS systems. To overcome this situation the option to manually enter an evaluation from hard copy will be removed from the application as of 10/1/07. Evaluations shall be prepared and routed through the CPARS/ACASS/CCASS automated workflow using the user roles provided in the application. This is a crucial step in ensuring that everyone is using the CPARS/ACASS/CCASS automated workflow as designed to ensure we are compliant with the paperless acquisition objectives.
2. For additional clarification, or ACASS/CCASS questions contact Marilyn Kells, 503-808-4590. For CPARS questions contact Jacqueline Faught, 202-761-4707.
3. POC for this ECB is Harry Goradia, (202) 761-4736.

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