



IN REPLY REFER TO

DEFENSE CONTRACT AUDIT AGENCY

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CICD 730.5
25-CICD-006(R)

December 2, 2025

MEMORANDUM FOR DIRECTORATE DIRECTORS, DCAA ASSISTANT DIRECTORS, HQ, DCAA

SUBJECT: Actions Required for Assignment Due Dates Following Furloughs

During the recent furlough, only a limited number of employees were authorized to work on specific tasks or audits, leaving most audits untouched. As a result, it is important that all of you take appropriate action to determine the impact of the furlough on audit timelines. The first step in this is to work with the customers to assist in prioritizing the workload and determining what impact the furlough had on the due date, keeping in mind that we must complete the audits as expeditiously as possible.

For our incurred cost audits, which are subject to statutory requirements, we have extended the statutory due dates based on a waiver granted by the Comptroller. This extension applies to all open audits where an incurred cost submission was received prior to November 13, 2025, the end of the furlough period. Although the statutory due dates have been extended, that does not mean that the due dates should automatically be revised. Rather, it is still necessary that all of you assess the impact of the furlough on your due dates for incurred cost audits and only revise as necessary.

We have notified contractors through our industry organization's partnerships and have informed DCMA of these planned actions. However, as you move forward, please keep the following in mind:

- **Prioritize your workload** to ensure the most effective use of time and resources.
- **Communicate anticipated timeframes** to customers and address any questions or concerns promptly.
- **Engage with contractors early** to confirm priorities and understand any constraints or workload impacts on their side.
- **Coordinate with management** to ensure alignment of plans and elevate promptly any issues requiring leadership attention.

Thank you for your professionalism and commitment during this period. Your proactive communication and collaboration will be critical to ensuring successful and timely completion of our audits.

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FAO personnel with questions regarding this memorandum should contact their Directorate offices. Directorate personnel with questions regarding this memorandum should contact the Incurred Cost Division (CICD) at dcaa.belvoir.hq.mbx.casa-cicd@mail.mil

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