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National Archives and Records Administration

8601 Adelphi Road
College Park, Maryland 20740-6001

Frequently Asked Questions (FAQ)

Record Group 330

Series: Records of Prime Contracts Awarded by the Military Services and Agencies (Military Prime Contracts)

What information is in these records?

This series contains information about contracts for goods and services with a value of \$10,000 or more between the private sector and the military services and agencies of the Department of Defense. There is a record for each contract with information derived from Department of Defense Form 350, the Individual Contracting Action Report. Records include information on the dates of contract action, estimated completion, and reporting; a code identifying the reporting department within the Department of Defense; the business names of the government contractors and contracting offices, including city, county, and state or country of the contractor; description of the defense spending involved in the purchase of the military supplies, systems, or services, and its dollar value; and type of procurement, including the extent of competition, type of contract, whether the contract related to foreign military sales, and whether it was awarded to a large or small business, a nonprofit institution, or for work outside the U.S. and its possessions. For prime contracts of \$200,000 or more during fiscal years 1966 through 1974, the records also document whether the contract was in support of the U.S. involvement in the Vietnam War.

Why were these records created?

The agency created the database to provide administrative and management control over military supplies and services procurements within the Department of Defense. The agency also used these data to prepare special reports to the President, the Secretary of Defense, the Congress, and to private industry.

How do these records differ from the original contracts?

For this database, the Department of Defense took information from contract documents to create each record about a contract. They did this to have a systematic source for managing information about all Department of Defense contracts. Hence, these records are separate from but related to the original contracts.

How can I access the original contracts documented in these records?

In general, individual paper contracts are appraised as temporary records so they are destroyed after a set period of time upon completion of the contract. Since the paper contract records are usually temporary records, it is very unlikely that they have been accessioned by NARA. If NARA has accessioned the individual contracts, they would be in the custody of NARA's Textual Archives Services Division. If the contracts have not been accessioned by NARA, they may still be in the custody of the agency that created them.

April 26, 2006