

# **SDEF Compliance Self-Check Guide for USACE Prime Contractors**

Audience: USACE Prime Contractors and Scheduling Managers

Purpose: Structured compliance verification for baseline and update submissions.

## **Introduction**

The Standard Data Exchange Format (SDEF) is a contractual scheduling requirement for many U.S. Army Corps of Engineers (USACE) construction projects. It establishes a structured coding and reporting framework to standardize schedule data across contracts.

SDEF compliance ensures consistency, transparency, and auditability in project scheduling. It enables effective government oversight and strengthens the defensibility of time-related claims.

Failure to comply can result in baseline rejection, delayed approvals, extended review cycles, and weakened contractual positioning.

## **Baseline Compliance Checklist**

- **■ Activity IDs follow approved naming convention**
- **■ Feature of Work codes correctly assigned to all activities**
- **■ WBS structure aligns with contract scope and execution plan**
- **■ CLINs properly mapped to cost-loaded activities**
- **■ No open-ended activities (no missing predecessors/successors)**
- **■ Constraints minimized and properly justified**
- **■ Procurement and submittals integrated into logic network**
- **■ Critical path verified and defensible**

## **Update Compliance Checklist**

- **■ Monthly update reflects actual progress accurately**
- **■ Out-of-sequence activities documented and justified**
- **■ Float calculations reviewed for artificial manipulation**
- **■ Critical path changes analyzed and explained**
- **■ Time impact events properly incorporated**
- **■ Executive narrative prepared and aligned with schedule data**
- **■ Earned value or progress metrics consistent with schedule status**

## Common Rejection Causes

### Real-World Compliance Gaps:

- ■ Inconsistent feature of work coding
- ■ Missing procurement logic connections
- ■ Overuse of date constraints
- ■ Improper WBS structuring
- ■ Unexplained negative float
- ■ CLIN misalignment with cost-loaded activities

### Audit Red Flags:

- ■ Multiple open ends in logic network
- ■ Excessive lag usage
- ■ Artificial float suppression
- ■ Improper baseline revisions
- ■ Unsubstantiated critical path shifts

## Pre-Submission Audit Verification

Verification Item	Completed (✓)	Notes
Activity ID Structure Verified		
Feature of Work Codes Validated		
WBS Structure Reviewed		
CLIN Alignment Confirmed		
Logic Integrity Checked		
Critical Path Verified		
Narrative Attached		

Authorized By: \_\_\_\_\_

Date: \_\_\_\_\_