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CONTRACTOR PURCHASING SYSTEM ASSURANCE CRITERIA

DEAR 970.4402-2 Guiding Principle	Written Policy/Procedure	Area of Interest	Rating	Observation
○ = Weakness ⊙ = Acceptable ● = Strength ★ = Best Practice				
I. Acquisition of quality products & services at fair & reasonable prices (Is the procurement staff complying with the written purchasing policies and procedures in the following areas?)				
a. Is a system in place to ensure that:				
1. A proper balance is maintained between supporting the requiring activity in a timely manner and obtaining "best value" in the procurement of supplies and services?		Internal Controls		
2. Adequate controls exist to guard against the misuse of delegations of purchase authority?		Internal Controls		
3. Are personnel resources adequate to support current and future needs?		Resources - Staff		
4. Personnel training, experience, knowledge, and structure are adequate to effectively and efficiently comply with company policy, applicable laws, regulations and DOE/NNSA prime contract requirements?		Internal Controls		
5. The position of the purchasing department relative to the rest of the organization and company policy promote the effectiveness of the purchasing and subcontracts functions?		Internal Controls		
6. Is the system structured to capture and achieve the Balanced Scorecard/Objectives Matrix metrics and any other metrics requested by DOE/NNSA?		Internal Controls		
b. Do the purchasing system policies include the requirements of the prime contract and applicable laws and regulations?		Prime K compliance		
c. Is the contractor's written description of its purchasing systems and methods consistent with current practices and the prime contract?		Prime K compliance		