

# DOLAR Part 2902 Definitions of Words and Terms

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## **Part 2902 Definitions of Words and Terms**

### **Subpart 2902.1 Definitions**

#### **2902.101 Definitions.**

(a) Commonly used words and terms are defined in [FAR subpart 2.1](#). This part 2902 gives DOL-specific meanings for some of these words and terms and defines other words and terms commonly used in the DOL acquisition process.

(b) The following words and terms are used as defined in this subpart unless the context in which they are used clearly requires a different meaning, or a different definition is prescribed for a particular part or portion of a part:

*Competition Advocate* The Competition Advocate for the Department of Labor is appointed by the Assistant Secretary for Administration and Management and is defined in [FAR 6.5](#) and [2906.5](#). If the appointee is recused from a procurement action, the Assistant Secretary for Administration and Management may designate another official to act in that capacity.

*Contracting Activity* means an agency or component office within the Department of Labor with specific responsibility for managing contract functions pursuant to one or more warrants signed by the Senior Procurement Executive (or the Office of the Inspector General for its contracting activity).

*Contracting Officer's Technical Representative* means the individual appointed by the contracting officer to represent the Department of Labor's programmatic interests on a Department of Labor contract, task order, or delivery order. This individual is responsible to the contracting officer for overseeing receipt and acceptance of goods/services by the Government, reporting on the contractor's performance, and approving/disapproving payment to the contractor. Authority is otherwise limited to giving technical direction to the contractor within the framework of the contract (see [2901.603-71](#)). This position may go by other titles, such as: a technical point of contact (TPOC) or Contracting Officer's Representative (COR).

*Head of Agency (also called agency head), for the FAR and DOLAR only*, means the Assistant Secretary for Administration and Management; except that the Secretary of Labor is the Head of Agency for acquisition actions, which by the terms of a statute or delegation must be performed specifically by the Secretary of Labor; the Inspector General is the Head of Agency in all cases for the Office of the Inspector General. Authority to act as the Head of Agency has been delegated to the Assistant Secretary for Employment and Training and the Assistant Secretary for Mine Safety and

Health for their respective agencies. For purposes of the Economy Act (determinations and interagency agreements under [FAR 17.5](#)) only, the Employee Benefits Security Administration, Employment Standards Administration, Women's Bureau, Office of the Solicitor, Bureau of Labor Statistics, Office of Disability Employment Policy, and the Occupational Safety and Health Administration are delegated contracting authority.

*Head of Contracting Activity (HCA)* means the official who has overall responsibility for managing the contracting activity, when the contracting activity has more than one person with a warrant issued by the Senior Procurement Executive. In the Department of Labor the following officials are the HCA for their respective organization:

(i) For the Mine Safety and Health Administration, the Director, Administration and Management, MSHA.

(ii) For the Employment and Training Administration, the Director, Office of Grants and Contract Management, ETA.

(iii) For the Office of the Inspector General, the Director, Division of Finance and Administration, OIG.

(iv) For the Bureau of Labor Statistics, the Director, Division of Administrative Services, BLS.

(v) For the Office of the Assistant Secretary for Administration and Management and all other agencies not listed in this definition, the Director, Business Operations Center, OASAM.

*Senior Procurement Executive* means the Deputy Assistant Secretary for Administration and Management as defined at [FAR 2.101](#).