



BillQuick for Government Contractors

DCAA Compliance Quick Facts



If your company does business with agencies that require DCAA compliance, your worries are over. BQE Software helps your organization meet those requirements.

BillQuick offers a robust labor management system for any contractor that serves the U.S. Department of Defense. Defense Contract Audit Agency (DCAA) compliance can be met only through detailed labor and cost center tracking.

BillQuick automates the costly process of capturing and reporting contract-specific data and provides critical supporting documentation for DCAA audits. Our customers report that BillQuick has passed numerous audits without exceptions.

According to *5-900 - Section 9 of the DCAA Contract Audit Manual (Vol. 1)*, defense contractors must have labor systems with the following internal controls:

- **Effective method to monitor the overall integrity of the system**
 - *BillQuick guarantees:*
 - Security through password-protected accounts & configurable access
 - Consistency through grouping of employees & pre-populated fields
 - Accuracy through automated rules, totals & classification
- **Effective employee awareness training program**
 - *BillQuick provides:*
 - Employee training onsite & via the Internet
 - "Train the Trainer" sessions for transfer of skills in-house
 - Employee time & attendance self-service through access from any location
- **Effective procedures for labor approvals and correction records**
 - *BillQuick includes:*
 - Automated approval workflow & email notifications
 - Configurable abilities to create new work authorizations
 - Appropriate access to work assignment
 - Audit logs & custom reports for employee & approver activity
 - Prior period corrections with required approval in the current period
 - Multiple hierarchical levels of approval
- **Effective procedures for labor cost accounting**
 - *BillQuick allows you to:*
 - Track cost accounting details
 - Enforce contract terms through configurable rules & policies
 - Define administrative settings & behavior at the global level

Not only will BillQuick help you manage your projects better, it will also save you time when it comes to complying with DCAA requirements.

“ There were a number of companies that were in the process (of being DCAA compliant) at the same time we did and we were the first company that became compliant and received payment, because of BillQuick. ”

James Gardner

Building Science Corporation
A DCAA Compliant Company

For more information on any of our products or services please visit us on the Web at: www.BillQuick.com

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