Daston DCAA Compliance Policy and Procedure Toolkit

As a Government Contractor handling flexibly priced contracts, such as Cost Plus or Time & Materials (T&M), you know that compliance isn't optional—it's foundational. To secure and succeed with these contracts, you must be prepared to pass a Defense Contract Audit Agency (DCAA) 1408 audit. This audit is critical; it validates that your accounting systems and internal controls are adequate to track costs accurately and ensure government compliance, enabling reliable cost reimbursement.

While the Daston DCAA-on-Demand NetSuite SuiteApp Client provides the essential system for managing these requirements, a compliant system is only half the battle. The DCAA requires comprehensive, documented policies and procedures that govern your financial operations across all key compliance areas.

However, a compliant system is only one component of a successful audit. The DCAA also mandates that your company possess robust, written policies and procedures for key compliance areas. These documented procedures demonstrate to the DCAA that your organization understands and consistently follows regulations, allowing the government to rely on your system's data for cost reimbursement.

To ensure your organization is fully prepared to meet these requirements, we are excited to offer a new, supplemental service: the Daston DCAA Compliance Policy & Procedure Toolkit.

Our Service Offering

This optional, yet highly recommended, service provides your company with a complete set of pre-drafted, compliant, and customizable policies and procedures tailored to the critical areas assessed in a DCAA audit.

A comprehensive toolkit of editable policy and procedure documents covering the seven key compliance areas required for a successful DCAA Pre-Award Accounting System Audit.

✓ **Timekeeping & Labor Distribution**

Policies for accurately recording, approving, and distributing labor costs.

✓ **Direct Costs vs. Indirect Costs**

Guidelines for consistent classification of costs to prevent mischarging.

✓ **Allocation of Indirect Expenses**

Procedures for establishing, pooling, and allocating service center expenses or fringe, overhead and G&A expenses.

✓ **Accumulation of Direct Costs**

Rules for properly tracking and charging direct costs to contracts.

✓ **Accounting for Unallowable Costs**

Defined methods for identifying, segregating, and excluding unallowable expenses from billings.

✓ **Subcontractor Costs & Accounts Payable**

Procedures for managing and accounting for vendor and subcontractor costs.

✓ **Limitation of Costs or Payment (Budget Monitoring)**

Policies for monitoring contract funding and notifying the government of potential overruns.

Key Benefits

Mitigate Audit Risk

Confidently demonstrate compliance by having the necessary written controls in place, significantly increasing your chances of passing a DCAA Pre-Award Accounting System Audit.

Save Time and Resources

Avoid the extensive time, effort, and specialized expertise required to research and draft these complex documents from scratch.

Seamless Integration

Our policies are designed to complement and align with the functionalities you already use within the Daston DCAA-on-Demand NetSuite SuiteApp.

Ensure Consistency

Establish a uniform, compliant standard for all personnel to follow, reducing human error and compliance gaps.

Next Steps

This toolkit is an optional add-on designed to complete your compliance structure. We highly recommend implementing these policies alongside the system controls provided by the DCAA-on-Demand SuiteApp.

To learn more about the Daston DCAA Compliance Policy & Procedure Toolkit, including pricing and implementation details, please contact Joe Alston, Vice President of Sales or Brice Batchadji, Director of NetSuite Operations today.

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