D. Provide notice to the Government in accordance with DRD 1-4: *Advance Notification of Workforce Reductions Report*.

E. Submit DRD 1-5: *Quarterly Labor Report*.

F. Report all contractor labor hours required for performance of services provided for United States Air Force (USAF) requirements in accordance with DRD 1-6: *USAF Electronic Contractor Manpower Reporting Applications Reports*. DRD 1-6 is separately priced and shall be ordered via task order (TO) as task item number (TIN) XXX602, USAF – Reports.

1.2.2. Training and Certifications

The Contractor shall maintain a skilled and, where required, certified workforce to implement the requirements of this PWS. The training in Attachment J-12, *Government Furnished Training*, is available at no cost to the Contractor.

The Contractor shall:

A. Provide a workforce that is trained, certified or licensed (where required), competent, experienced, and reliable in order to meet responsibilities under this contract.

   i. Comply with, where applicable, KNPR 8719.9, Examination and Licensing of KSC Operators of Special and Heavy Equipment, Facility Cranes, and Hoists.

B. Develop and maintain a training and certification plan to meet the requirements of the contract. The plan shall include, at a minimum, how the Contractor plans on maintaining a trained and certified workforce for the Contractor and Subcontractor personnel. The training plan and training records shall be provided to the Government upon request. A listing of required certifications is in Technical Exhibit 1.2-1: *List of Certifications*, in Attachment J-05, *Technical Exhibits.*

C. Provide any training not provided by the Government but required for certification, to meet industry standards, or to otherwise perform the requirements of this contract. The Contractor shall be responsible for expenses including, but not limited to training cost, conference fees, travel, and any other miscellaneous expenses.

D. Provide the Government read-only access to all training and certification records of Contractor personnel.

E. Update and maintain the Certifications, On-the-Job Trainings (OJT), and Written Examinations (WRE) in Technical Exhibit 1.2-1: *List of Certifications*, in Attachment J-05, *Technical Exhibits*, as required. Obtain CO and COR approval in advance, through electronic means if content changes are to be made to documents in Technical Exhibit 1.2-1: *List of Certifications*.

1.2.3. Contract Management

The Contractor shall provide administration and management to execute the work and maintain flexibility to respond to surge, unique, and unforeseen requirements, and coordinate with the Government to prioritize such requirements.

The Contractor shall:

A. Comply with the Deduction Schedule set forth in Attachment J-13, *Deduction Schedule*.