

What are the top three tips you would give companies when preparing for a DCAA audit?

1. Know the audit program and the audit scope. Understand what the audit is, what the auditors should be looking at and what they shouldn't be looking at.
2. Prepare documentation and people in advance to the best of your ability. Respond as quickly as you can to auditor requests, but always review the material provided to the auditors before-hand so that there are no surprises for the auditors to find. You can only do this when you are prepared at an early stage. Also, never let your employees be interviewed by DCAA without proper preparation—and NEVER ALONE.
3. Document all requests from the auditors and make a log of all responses. My experience is that DCAA tends to ask for the same information multiple times and it is good if you know what you have already provided, when and to whom.



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To hear more tips from Ove and other experts on this and additional topics, book your ticket now for the annual **forum on US Defense Contracting and DFARS Compliance in Europe** on 19 – 20 October in Oslo.

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