

# GAO PROTEST ADR CHECKLIST

(Review protest immediately after receipt for possible use of ADR)

Protester: \_\_\_\_\_ B Number: \_\_\_\_\_  
Date Filed: \_\_\_\_\_ PLFA/Lawyer: \_\_\_\_\_

1. Was a decision made to use ADR? YES \_\_\_\_\_ NO \_\_\_\_\_

a. If YES, what type of ADR? \_\_\_\_\_

b. Date the ADR is to occur? \_\_\_\_\_

c. If NO, document the reason(s). Approval must be obtained from both the contracting officer and from a level above the contracting officer. (DLAD 5145.1(E)(3)). Consultation with the ADRS is also required.

---

---

---

---

---

---

---

---

2. Notes: (Does an ADR exception apply? What features of the protest make ADR an attractive approach? Will ADR reduce protest costs? Are further inquiries/litigation likely? Role of interested parties, if any?)