



**Product Data Reporting and
Evaluation Program (PDREP)**

**Ship Critical Safety Item (SCSI)
Application**

**User Guide
Updated: 02 June 2013**

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*Hold "CTRL" key and click on paragraph to follow link

FOREWORD

This guide does not replace or amend any Department of Defense (DoD) instructions, regulations, and/or policies. The Product Data Reporting and Evaluation Program's (PDREP) Ship Critical Safety Item (SCSI) application is designed to work in concert with existing DoD and Navy policies and processes. Its purpose is to assist users with the functionality of the PDREP-SCSI application and to facilitate compliance with DoD and Navy Ship CSI policy.

Refer to the appropriate SCSI instructions and/or manuals for more information about Navy SCSI program processes and requirements.

REFERENCES:

- a. NAVSEAINST 9078.1 NAVAL SHIPS' CRITICAL SAFETY ITEM PROGRAM, NON-NUCLEAR, Dated 1 May 2007
- b. NAVSEAINST 9078.2 NAVAL SHIPS' CRITICAL SAFETY ITEM PROGRAM TECHNICAL REQUIREMENTS, Dated 15 May 2008
- c. NAVSEAINST 5400.106, NAVSEA Supplier Quality Group (SEA 04P) Charter, Dated 28 July 2005
- d. PUBLIC LAW 108-136, Section 802.

!!!ATTENTION!!!

The sample data used in this document is not real. It is data from a training system and must not be used for actual business purposes.

INTRODUCTION

This document is intended to guide Navy personnel in the use of the PDREP-SCSI application. The PDREP-SCSI application provides:

- Source approval recommendation workflow for existing sources of Ship CSI
- Source Approval Request (SAR) workflow for new Ship CSI sources
- Supplier and material past performance data search capabilities
- Produces reports and lists of Ship CSIs and approved Ship CSI suppliers

The PDREP-SCSI program is primarily used to assist the engineering and procurement communities with the management of Ship Critical Safety Items. Users that have access to the PDREP-SCSI application are also provided access to other common features that can be used to leverage supplier past performance and material history via ADHOC query, vendor profiles, and IHS Haystack link.

The PDREP application is accessible via the Product Data Reporting and Evaluation Program home page: <https://www.pdrep.csd.disa.mil/>

User access and login procedures can be located in the PDREP User Access and Login Procedures guide. First time PDREP users will need to submit a User Access request form, available on the NSLC home page: <http://www.nslcptsmh.csd.disa.mil>. Click on [User Access Request](#) to download the form. Follow the directions on the form to submit the request for access to PDREP.

Requests for changes or improvement to any of the PDREP applications or NSLC Detachment Portsmouth home page should be submitted to:

Online in the PDREP Application

If you're already a PDREP User, log on to PDREP: <https://www.pdrep.csd.disa.mil/>

Click on the Feedback link at the top of the home page. The Customer Service Request (Feedback) form will open. Instructions for completion are located at the top of the form.

Customer Support Desk

Commercial Phone: (207) 438-1690 / DSN 684-1690

FAX: (207) 438-6535, DSN 684-6535

Mailing Address

Naval Sea Logistics Center Portsmouth

Bldg. 153, 2nd Floor

Portsmouth Naval Shipyard

Portsmouth, NH 03804-5000

1 Accessing the Ship Critical Safety Item Module

- a. To enter the SCSi module of PDREP, click on the Ship CSI Program link in the bottom right of the PDREP Main Menu (See Figure 1.6).
- a. The SCSi Reports page displays (Figure 3.1). The basic functions of each tab are:
 - 1. SCSi Reports - Provides access to the Critical Safety Item, Approved Vendor, and Debarred Vendor Lists.
 - 2. SAR/R Worklist - Provides quick access search and edit capability to process SCSi Source Approval Request or Recommendation.
 - 3. CAGE/NIIN Search - Search by CAGE or NIIN to locate vendor past performance data and capability to submit source approval Recommendations for existing sources by NIIN
 - 4. FSC Search – Search by FSC, to locate vendor past performance data and capability to source approval Recommendations for existing sources by NIIN.
 - 5. SCSi Determination - Provides capability to view results of NIIN evaluations concerning their status as a SCSi.
 - 6. SAR - Provides data entry capability to upload Source Approval Requests received from potential suppliers.

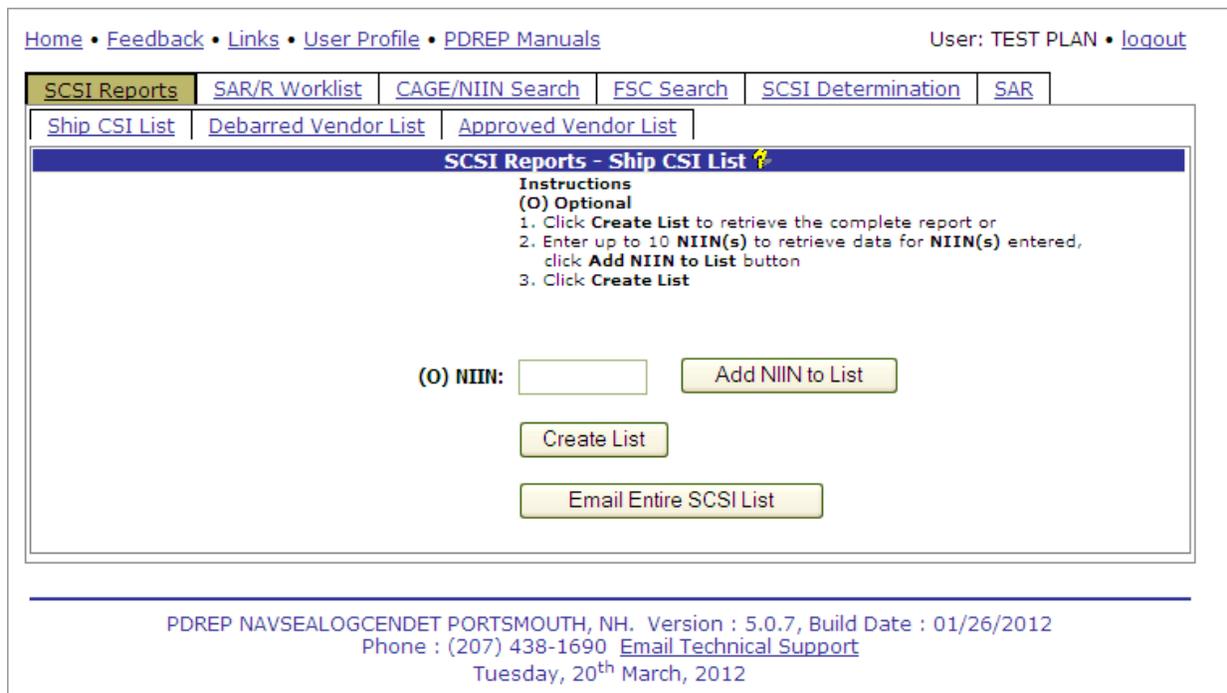


Figure 3.1

2 VIEWING SHIP CSI REPORTS

The SCSI Reports tab allows users to create lists required by Ship Critical Safety Item instructions concerning SCSI vendors and materials. To access the SCSI Reports click on the SCSI Reports tab (Figure 4.1). There are three sub tabs called:

- a. Ship CSI List – allows users to retrieve a list of all NIIN’s identified as Ship Critical Safety Items, or to create a list of up to 10 specific NIIN’s. The result set is downloadable to MS Excel.
- b. Debarred Vendor List – allows users to retrieve a list of all CAGE Codes identified as Ship Critical Safety Items, or to create a list of up to 10 specific CAGE Codes. The result set is downloadable to MS Excel.
- c. Approved Vendor List – provides for the retrieval of up to 10 CAGE Codes and 10 NIINs from the Approved Vendor List. The result set is downloadable to MS Excel.

Home • Feedback • Links • User Profile • PDREP Manuals User: TEST PLAN • [logout](#)

SCSI Reports | [SAR/R Worklist](#) | [CAGE/NIIN Search](#) | [FSC Search](#) | [SCSI Determination](#) | [SAR](#)

[Ship CSI List](#) | [Debarred Vendor List](#) | [Approved Vendor List](#)

SCSI Reports - Ship CSI List ?

Instructions
(O) Optional
1. Click **Create List** to retrieve the complete report or
2. Enter up to 10 **NIIN(s)** to retrieve data for **NIIN(s)** entered, click **Add NIIN to List** button
3. Click **Create List**

(O) NIIN:

PDREP NAVSEALOGCENDET PORTSMOUTH, NH. Version : 5.0.7, Build Date : 01/26/2012
Phone : (207) 438-1690 [Email Technical Support](#)
Tuesday, 20th March, 2012

Figure 4.1

2.1 Ship Critical Safety Item List

The Ships CSI List tab allows users to search and view material that has been deemed a Ship Critical Safety Item by the appropriate technical authority. To access the SCSI Reports click on the Ship CSI List tab (Figure 4.2).

- a. Entering a NIIN in NIIN field narrows the search the NIIN entered. Clicking the Create List button initiates the search. If a match is found, the NIIN is a critical safety item. If

no result or data is located, "No Data Found", is displayed since the NIIN is not a critical safety item.

- b. Leaving the NIIN field blank and clicking the Create List button returns all CSI NIINs.
- c. The COG, FSC, NIIN, SMIC, and NIIN Nomenclature are returned after a successful search for the CSI NIINs and the results are displayed below the Create List button. The results can be downloaded into an MS Excel spreadsheet by clicking the [here](#) link.

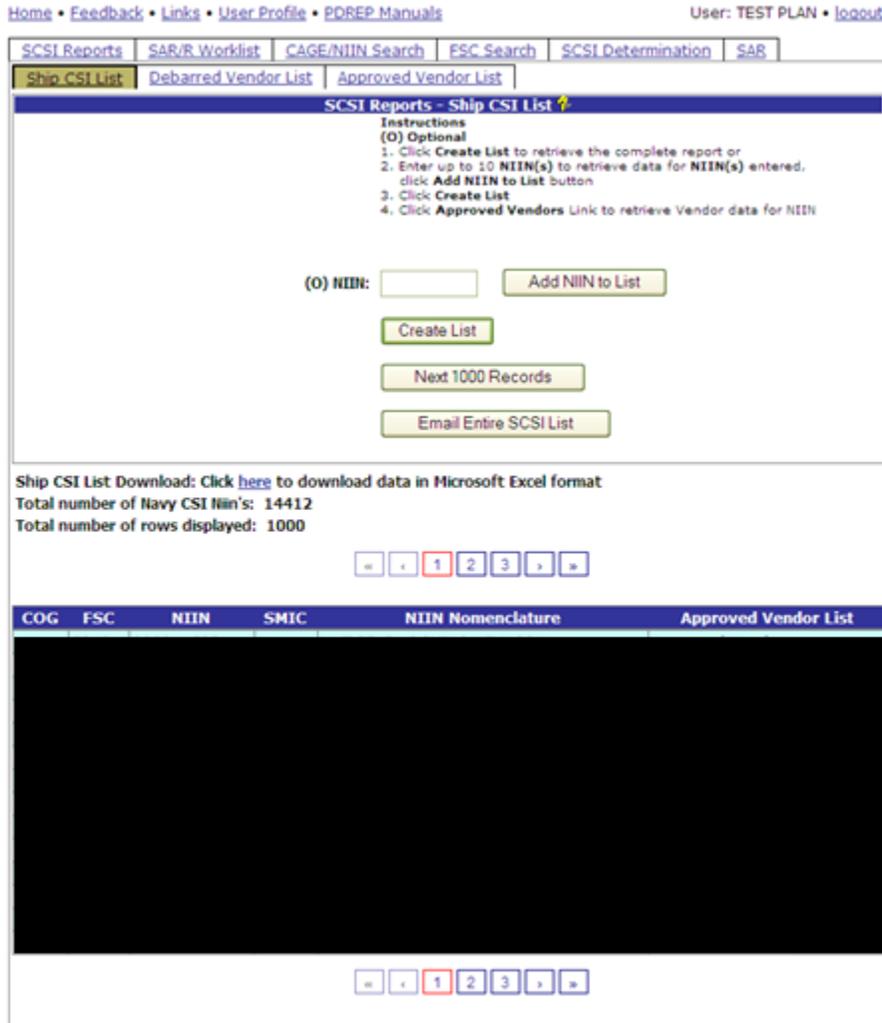


Figure 4.2

2.2 Debarred Vendor List

The Debarred Vendor List tab (Figure 4.3) allows users to search for and view vendors that are debarred. PDREP periodically retrieves updates from other federal vendor tracking systems to determine which vendors are debarred. If there are any questions concerning the debarred data for any vendor in PDREP, personnel should refer the EPLS website

<https://www.epls.gov/epls/search.do> to locate more detailed data. The Excluded Parties List system (EPLS) identifies those parties excluded from receiving federal contracts, certain subcontracts, and certain types of federal financial and non-financial assistance and benefits. The EPLS keeps its user community aware of administrative and statutory exclusions across the entire government.

- a. Entering a CAGE in CAGE field narrows the search to the CAGE entered. Clicking the Create List button initiates the search. If a match is found, the CAGE is considered debarred. If no result or data is located, "No Data Found", is displayed since the CAGE is not on the debarred list.
- b. Leaving the CAGE field blank and clicking the Create List button returns all CAGES that are debarred.
- c. The CAGE and Company Name are returned upon a successful search for the CAGE. The results are displayed below the Create List button and can be downloaded into an MS Excel spreadsheet by clicking the [here](#) link.

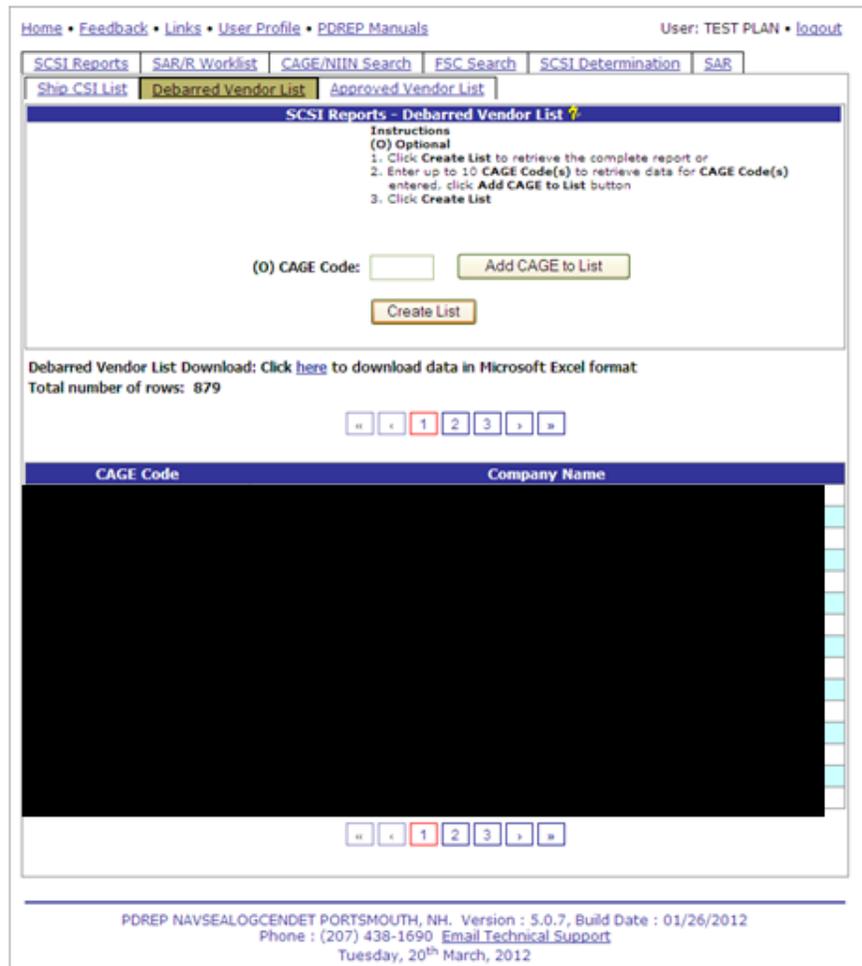


Figure 4.3

2.3 Approved Vendor List

The Approved Vendor List tab (Figure 4.4) allows users to search and view vendors that have been approved to supply specific Ship Critical Safety Items to the US Navy by an appropriate technical authority.

- a. Entering CAGE and/or NIIN in the corresponding field narrows the search to just the CAGE and/or NIIN entered. Clicking the Create List button initiates the search. If a match is found for criteria entered the matching results are displayed below the Create List button. If no result or data is located, "No Data Found", is displayed.
- b. Leaving the CAGE and NIIN fields blank and clicking the Create List button returns a complete list of all approved CAGEs and the associated NIINs they are approved to provide.
- c. The CAGE, Company name, FSC, NIIN, SMIC, Item Nomenclature, and Specification/Drawing number are returned upon a successful search of approved vendors. The results are displayed below the Create List button and can be downloaded into an MS Excel spreadsheet by clicking the [here](#) link.

The screenshot shows a web application interface for the 'Approved Vendor List'. At the top, there is a navigation bar with links: Home, Feedback, Links, User Profile, PDREP Manuals, and a user status 'User: TEST PLAN • logout'. Below this is a menu with tabs: SCS1 Reports, SAR/R Worklist, CAGE/NIIN Search, FSC Search, SCS1 Determination, SAR, Ship CSI List, Debarred Vendor List, and Approved Vendor List (which is highlighted). The main content area is titled 'SCS1 Reports - Approved Vendor List' and contains instructions for using the search function. Below the instructions are input fields for '(0) CAGE Code:' and '(0) NIIN:', each with an 'Add' button. A 'Create List' button is positioned below these fields. A download link is provided: 'Approved Vendor List Download: Click [here](#) to download data in Microsoft Excel format'. Below the download link, it states 'Total number of rows: 2746' and includes a pagination control showing '1' of 3 pages. At the bottom, a table header is visible with columns: CAGE Code, Company Name, FSC, NIIN, SMIC Item Nomenclature, Spec/Dwg Number, Local Approval, and Category. The table body is currently blank.

Figure 4.4

3 USING THE SAR/R WORKLIST

The primary purpose of the SCSI Source Approval Request/Recommendation (SAR/R) Worklist tab is to enable the retrieval of Ship CSI Source Approval Request or Recommendations (SAR/R) that are in process and require action by the original submitter or technical authority that is evaluating a SAR/R. The Worklist can also be used to find completed records by User Code or submitting organization. In order to review or edit SAR/R click the Worklist tab and the page shown below will display.

The screenshot shows the 'SCSI Contractor Recommendation Worklist' application. At the top, there are navigation links: Home, Feedback, Links, User Profile, and PDREP Manuals. The user is identified as 'TEST PLAN' with a 'logout' link. A menu bar contains 'SCSI Reports', 'SAR/R Worklist' (highlighted), 'CAGE/NIIN Search', 'FSC Search', 'SCSI Determination', and 'SAR'. The main content area is titled 'SCSI Contractor Recommendation Worklist' and includes instructions for using the search filters. Below the instructions are several input fields and buttons: (CM) User Code (filled with 'TPLAN'), (CM) Reporting Activity, (CM) Serial Number, (CM) CAGE Code with a 'Lookup CAGE' button, (CM) NIIN with a 'Lookup NIIN' button, (CM) FSC with a 'Lookup FSC' button, (CM) Start Date (03/20/2007) and (CM) End Date (03/20/2012) with calendar icons, (O) Local Approval Only (checkbox), and (M) Status (dropdown menu set to 'In Process'). A 'Display Worklist' button is at the bottom. The footer contains contact information for PDREP NAVSEALOGCENDET PORTSMOUTH, NH, version 5.0.7, build date 01/26/2012, phone (207) 438-1690, and email technical support, dated Tuesday, 20th March, 2012.

Figure 5.1

3.1 Finding Source Approval Requests/Recommendations

The Work list Tab defaults the User Code field to the current users PDREP Username and the Status field to In Process. The User Code can be removed or changed. Clicking the Display Worklist button then displays SAR/Rs that match the selected criteria. The Worklist can be also be filtered by entering optional fields such as the Reporting Activity, Serial Number, CAGE, NIIN, or FSC. To locate completed records change the Status to Approved, Disapproved or Inactive.

To locate specific SAR/Rs enter a Reporting Activity and a Serial Number for the SAR/R and leave all other optional fields blank. When the selection criterion has been entered, click the Display Worklist button to display the worklist for the specified reporting activity and/or serial number that were entered. The results will display below the Display Worklist button.

The search results are grouped into sections by their status. SAR/Rs submitted but not yet released for review by the Recommending Activity are listed in the worklist under heading "CSI Status at ORIGINATOR". SAR/Rs that have been released to a technical warrant holder for review but not yet completed are listed in the worklist under "CSI Status at REVIEWER". When the SAR/R is completed (Approved, Disapproved or Inactive) they are listed in separate sections as "CSI Status APPROVED", "CSI Status DISAPPROVED" or "CSI Status INACTIVE".

For any SAR/R appearing on the work list, the results include:

- a. CSI Number: The unique identifier for the SAR/R, consisting of the reporting activity and a system-generated serial number. Click on the CSI Number link to view the SAR/R in read-only form.

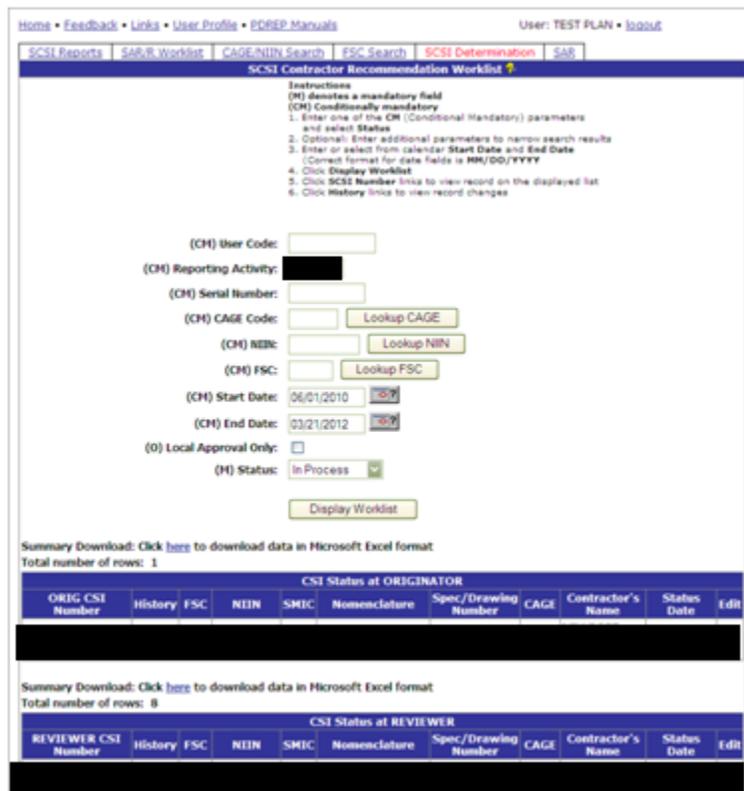


Figure 5.2

- b. History: Click the link in this column to see the forwarding and editing history of the subject SAR/R.
- c. FSC: Federal Supply Class.
- d. NIIN-SMIC: The NIIN and the Special Material Identification Code for the NIIN.

- e. Nomenclature: NIIN Nomenclature of the item(s).
- f. Spec/Drawing Number: Displays the specification and/or drawing number where the material is used.
- g. CAGE: The CAGE Code of the supplier.
- h. Contractor's Name: The company name of the supplier.
- i. CSI Status Date: The date on which the SAR/R was updated to its current status.
- j. Edit: The Edit link appears for records that users are permitted to edit.
 1. The Edit link is available in the Originator section of the worklist if the User Profile DoDAAC matches the DoDAAC of the reporting activity and has non-management access level. This permits update or completion of the SAR/R and the capability to forward it for technical authority review and possible approval.
 2. The Edit link is available in the Reviewer section of the worklist for users with management, proxy, or full access regardless of DoDAAC and allows reviewers and technical warrant holders (TWH) to update, forward, or complete the SAR/R.
 3. The Edit link is available in the Approved section of the worklist for TWH with full access privileges regardless of DoDAAC and allows the TWH to change status, update, or send to new TWH.
 4. The edit link will not appear in the Disapproved section. Suppliers that were previously disapproved require a new SAR/R to be submitted for reconsideration as an approved source of Ship CSI material.
 5. Click the Edit link to access the record and proceed with the SAR/R process.
 6. Clicking the Edit link in the Originator's section takes the user to the Originator's edit page where they can finish submission of a source approval Recommendation that was saved but not sent to a technical warrant holder.
 7. Clicking the Edit link in the Reviewer or Approved section allows a reviewer or TWH to review the record, add narrative comment and change the status of the SAR/R.
- k. Clicking the Click Here link downloads the displayed data into a Microsoft Excel spreadsheet.
- l. Clicking any link under the CSI Number heading provides the user view only access to the current record.
- m. Clicking the History link in the row of any SCSA Contractor Recommendation displays the status change history for that record.

3.2 Managing and Completing SAR/R's

After clicking the Edit link in the Reviewer section of the SAR/R Worklist page the SCSI Recommendation page displays. See Figure 5.3.

Home • Feedback • Links • User Profile • POREP Manuals User: TEST PLAN • [logout](#)

SCSI Recommendation (Technical Authority)

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory

1. To view report, click **SCSI CONTRACTOR SUMMARY** link at the bottom of page.
2. To add/view Attachment click on **link** and follow instructions.
3. Select **Recommendation** from **list**.
4. Add narrative information to **Comments** related to the selected recommendation and report.
5. To **Email To**, and assign new Technical Warrant Holder, select Email Address from **Select Email To**.
6. To **Email CC**, select Email Address from **Select CC To** and click **Add CC** button.
If email address is not available, enter the email address in the **or Type CC To** field and click **Add CC** button.
7. Click **Save Draft** button to save and continue.
8. Click **Save Draft and Exit** button to save and exit the SCSI.
9. Click **Send** button to forward the information to a TWH.
10. Click **Complete** button to save SCSI information.
11. Click **Cancel** button exit without saving information.

| | |
|--------------------------|----------------------------|
| FSC: [REDACTED] | CAGE CODE: [REDACTED] |
| NIDB: [REDACTED] | CAGE NAME: [REDACTED] |
| Nomenclature: [REDACTED] | Assigned TWH: [REDACTED] |
| SMIC: [REDACTED] | COG: [REDACTED] |
| Date Range: [REDACTED] | CSI Serial No.: [REDACTED] |
| Status: [REDACTED] | |

Recommending Activity Information

Recommendation: [REDACTED]
Recommended By: [REDACTED]

Comments: [REDACTED]

SAR Date: [REDACTED]

Technical Authority Information

Technical Authority: [REDACTED]
Local Approval:

Spec/Dwg Number: [REDACTED] Part Number: [REDACTED]

Recommendation: NAVSEA In Process (M) Category: Service/Repair

Comments: [REDACTED]

To view CSI Contractor Summary for N6553806116231 [Click here](#)
To add/view attachments [Click here](#)
To View History [Click Here](#)

Correspondence

Select Email To: [SELECT ONE] Technical Warrant Holder

Select CC To: [SELECT]

or Type CC To: [REDACTED]

Figure 5.3

Instructional text is provided at the top of the SCSI Recommendation page. In order to enter your comments and either complete or send the recommendation for approval, take the following steps.

- a. Review the CAGE and NIIN information at the top of the message.
- b. Review the Recommending Activities comments.
- c. Review the recommending activities CSI Contractor Summary. When more information is needed to make an informed decision further research can be done outside of PDREP or within PDREP using the CAGE/NIIN and FSC Search capabilities.
- d. Recommendation: Select whether Approved, Disapproved or Inactive is recommended.
 1. If you are a reviewer but not the TWH then you may select “NAVSEA Approval Recommended”, “NAVSEA Disapproval Recommended” or “NAVSEA Inactive Recommended” and then send the record to the TWH.
 2. If another reviewer will be reviewing the record before releasing it to the TWH for approval then you should select “NAVSEA In Process” and save the record as a draft so that it will remain on the Reviewers worklist for further action.
 3. Reviewers may also enter an Email address in the Email TO: and Email CC: blocks to notify the TWH and other personnel of the records status or changes.
 4. If you are a TWH then you may set the status of the recommendation to Approved, Disapproved or Inactive, enter any required comments, and click “Complete” button, which will finalize the record and automatically notify the originator by e-mail of your decision.
- e. If the TWH finalizes the recommendation as specified above then the workflow ends here when the “Complete” button is clicked.
- f. Local Approval: This check box marks the record as locally approved. Local approval only permits the Recommending Activity to procure material covered by the SAR/R. Other organizations cannot procure the material that is marked local to another organization. The check box is checked when the procuring activity is authorized to execute an emergency procurement. This allows the SAR/R to be approved, after local independent procurement quality assurance reviews have been conducted. TWHs can review these recommendations for applicability Navy wide and remove the local approval only indicator.
- g. Comments: Technical Authority Comments block is provided for explanation, or rationale of the current recommendation. The Recommending Activities Comments can be viewed and are located in the Recommending Activity Information section of the SCSI Recommendation page.

- h. To review the CSI Contractor Summary, click the link "Click here to view CSI Contractor Summary for (CSI Serial Number) [Click here.](#)" The report will open in a new window which can be closed after viewing without exiting the SAR/R.
- i. To add or view uploaded attachments to support the Recommendation, click the link "To add/view attachments [Click here.](#)"
- j. View TWH Listing: To look up the TWH that is typically responsible for processing records concerning a particular NIIN or material type, click the link marked "View TWH Listing." The list is periodically updated with latest TWH information.
- k. Select Email To: Select a TWH Email address from the drop down box. Mandatory when using the Send button. This ensures that a TWH is assigned to the record at all times and is notified about any changes to the SAR/R. In the event the user does not know the proper TWH use ships.csi@navy.mil, and your request will be forwarded by NAVSEA 05 to the correct TWH.
- l. Select CC To: Select an e-mail address from the drop down box or type in an e-mail address. Click the Add CC button to add the recipient to the "CC" line on the e-mail message. Repeat as necessary if you have multiple "CC" recipients.
- m. Save Draft: Select a recommendation status of "NAVSEA In Process" and click this button to save the recommendation and to continue working on the recommendation without leaving this page.
- n. Save Draft and Exit: Select a recommendation status of "NAVSEA In Process" and click this button to save your recommendation as a draft and to exit this recommendation. You (or another reviewer) may return and complete the recommendation later from the CSI Worklist.
- o. Send: Click this button if you are ready to "Recommend Approval", "Recommend Disapproval" or "Recommend Inactive". A Warrant Holder E-mail must be included so they are notified of any status change. The record is then assigned to the TWH listed in the E-mail To: block. An e-mail message will be sent to the Warrant Holder and any CC recipients listed to notify them of your recommendation.
- p. Complete: Clicking the complete button saves all changes entered. A TWH E-mail is required for personnel without full access as privileges. TWH and their proxies use this button when all action is complete and the SAR/R is to Approved, Disapproved or Inactive. Upon completion an automated E-mail is sent to the originator of the SAR/R and any other personnel listed in the CC To: block.
- q. Cancel: Click the Cancel button to exit the page without saving any changes made since the last save.
- r. Once done, use the SAR/R worklist or the SAR/R Status/Results tab to view the status of the SAR/R at a later date.

4 CREATING SOURCE APPROVAL REQUESTS FOR NEW SOURCES

The SAR tab permits NAVSEA personnel with management, proxy, or full access privileges to upload new SARs from potential suppliers and start the source approval process.

Source Approval Requests (SAR) are initially submitted by suppliers or their government sponsor to NAVSEA in a formal SAR document. The SAR document identifies quality and technical data based on a company's experience in the production of the material covered in the SAR. Specific requirements for the contents of the SAR are available in NAVSEAINST 9078.2, Enclosure 5, Attachment 1, and at www.neco.navy.mil.

During the process of creating a SAR in PDREP, an electronic version of the actual SAR document received by NAVSEA should be uploaded into PDREP. Basic data concerning the company and the Ship CSI or family of CSIs are entered to track the status of the SAR. Entering the SAR into PDREP ensures that the SAR is processed, can be tracked, and is displayed on the SAR/R Worklists and SAR/R Status/Results tabs.

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[SCSI Reports](#) | [SAR/R Worklist](#) | [CAGE/NIIN Search](#) | [FSC Search](#) | [SCSI Determination](#) | **SAR**

New Source Approval Request (SAR) ?

Submit the SAR to PDREP by entering the following information

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory

1. Enter or select from calendar **SAR Date**
(Correct format for date fields is MM/DD/YYYY)
2. Enter **CAGE Code**
3. Enter either **NIIN** or **FSC**
4. Select **Category**
5. Enter optional fields, if information is known
6. To initiate a recommendation and view the SCSI Contractor Summary, click **Initiate SAR Recommendation**
7. To cancel the process, click **Cancel**

(M) SAR Date:

(M) Category:

(M) CAGE Code:

Part Number:

COG:

(CM) FSC:

(CM) NIIN:

SMIC:

PDREP NAVSEALOGCENDET PORTSMOUTH, NH. Version : 5.0.7, Build Date : 01/26/2012
Phone : (207) 438-1690 [Email Technical Support](#)
Monday, 26th March, 2012

Figure 6.1

The SAR tab (Figure 6.1) allows data entry of the following information:

- a. SAR Date: The date the SAR was submitted by the company
- b. Category: Describes whether the company manufactures or only distributes the material
- c. CAGE Code: Contractor and Government Entity code
- d. Part Number: Manufacturers part number
- e. Nomenclature: Item(s) name
- f. COG: Navy Cognizance code
- g. Spec/Drawing: Specification or Drawing number where the item is used.
- h. FSC: Federal Supply Class.
- i. NIIN: National Item Identification Number.
- j. SMIC: Navy Source Material Identification Code.
- k. The Look Up buttons are provided to help find standard codes and data that can be selected to auto-fill the FSC, NIIN, and CAGE Code.
- l. The Auto-Fill Nomenclature button allows the Nomenclature to auto fill based on the NIIN's nomenclature, if present, and secondly the FSC description when a NIIN is not available.

Clicking the Initiate SAR Recommendation button takes the user to a CSI Detail Report (Figure 6.2).

- a. If the company being submitted is debarred from doing business with the US government, a warning is displayed on the SAR tab, CAGE: XXXXX IS DEBARRED, and the SAR submission is prevented.
- b. Users should review the data on the summary particularly the CAGE, Company Name, FSC, NIIN, Nomenclature, and Spec/Drawing Number since this data will identify the material to be Approved, Disapproved or Inactive for the vendor. Typically, very little data should appear on the contractor summary for a SAR.
- c. If data is present this may indicate the company has provided material to the Navy in the recent past. If data is present, review the material provided to ensure that a SAR is necessary. If the vendor has provided the material in the recent past the vendor could be possibly considered an existing source. Refer to NAVSEAINST 9078.1 and NAVSEAINST 9078.2 for current policy.
- d. When a SAR is not required the vendor can be recommended using procedures in Section 8.

- e. Click the Proceed to Source Approval Recommendation button to continue the process of entering the SAR. The SCSI Recommendation page opens (Figure 6.3).

SCSI Recommendation (Technical Authority)

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory

1. To view report, click **SCSI CONTRACTOR SUMMARY** Link at the bottom of page.
2. To add/view Attachment click on link and follow instructions.
3. Select **Recommendation** from list.
4. Add narrative information to **Comments** related to the selected recommendation and report.
5. To Email To and assign new Technical Warrant Holder, select Email Address from **Select Email To**.
6. To Email CC, select Email Address from **Select CC To** and click **Add CC** button.
If email address is not available, enter the email address in the **or Type CC To** field and click **Add CC** button.
7. Click **Save Draft** button to save and continue.
8. Click **Save Draft and Exit** button to save and exit the SCSI.
9. Click **Send** button to forward the information to a TWH.
10. Click **Complete** button to save SCSI information.
11. Click **Cancel** button exit without saving information.

| | |
|--------------------------|----------------------------|
| FSC: [REDACTED] | CAGE CODE: [REDACTED] |
| Nomenclature: [REDACTED] | CAGE NAME: [REDACTED] |
| SMIC: [REDACTED] | Assigned TWH: [REDACTED] |
| Date Range: [REDACTED] | COG: [REDACTED] |
| Status: [REDACTED] | CSI Serial No.: [REDACTED] |

Recommending Activity Information

Recommendation: APPROVAL RECOMMENDED
Recommended By: TPLAN0 - TEST PLAN
Comments: SAR RECOMMENDATION
SAR Date: 03/26/2012

Technical Authority Information

Technical Authority: TPLAN0 - TEST PLAN
Local Approval:

Spec/Dwg Number: Part Number:
Recommendation: <-SELECT-> (M) Category: Supplier/Distributor

Comments:

To view CSI Contractor Summary for TPLAN012030007 [Click here](#)
To add/view attachments [Click here](#)
To View History [Click Here](#)

Correspondence

Select Email To: Technical Warrant Holder
Select CC To:
or Type CC To:

Figure 6.3

- f. Users have several options for processing the SAR. Since the Recommending Activity of the SAR is a person with review authority, the SARs Recommending Activity information is auto-filled and the record is placed at reviewer's level.
- g. The SAR is now at the same point in the source approval process as described in Section 6 for existing sources and the Technical Authority reviewer can upload any SAR documentation and enter their evaluation or recommendation comments when ready.
- h. Reviewers can perform the following functions.
 - 1. Upload an electronic copy of the SAR
 - 2. TWH and Reviewers can select a Recommendation from the drop box
 - 3. Fill in comments, rationale, or justification
 - 4. E-mail can be sent between TWH, Click Send to TWH
 - 5. Local Approval check box, for emergent requirements approved at local level
 - 6. Fill in TWH E-mail and click the Send button to forward to another TWH
 - 7. Click the Save Draft or Save Draft and Exit buttons to save and finish later time
 - 8. Click the Complete button to make the Approval/Disapproval/Inactive Final.

5 CREATING SAR/R's FOR EXISTING SOURCES

Requesting a vendor to be approved to supply Ship CSIs as an existing source, the vendor must have a history of supplying the material to the Navy. To determine if the vendor has supplied material in the recent past users should use the search capabilities of the PDREP-SCSI module to search for the vendor and material. When data is found that supports vendor approval users can submit a source approval Recommendation to a technical authority to request the vendor be evaluated as a Ship CSI source using data found in PDREP that shows they are an existing source. The following procedures explain how to search PDREP and then submit a Ship CSI source approval Recommendation.

- a. To begin the process of making a source approval Recommendation, a search of a vendor's past performance history must be performed to determine if a contractor has previously been a source of material. When a vendor has no history of providing material to the Navy a formal Source Approval Request (SAR) must be submitted as described in Section 7. To perform a search for existing sources of material, click the "CAGE/NIIN Search" tab or the "FSC Search" tab.
- b. Currently, a source approval Recommendation for an existing source can be made in PDREP for a specific combination of a vendor's:
 1. CAGE and NIIN National Item Identification Number (NIIN) or
 2. CAGE and Family of CSIs

Note:

A Family of CSIs are CSIs that can be grouped into the same FSC, Item Nomenclature, and Specification/Drawing.

5.1 Search and Review Existing Source Data by CAGE

The screenshot displays the PDREP-SCSI Search interface. At the top, there are navigation links: Home, Feedback, Links, User Profile, and PDREP Manuals. The user is identified as TEST PLAN with a logout option. The main navigation bar includes tabs for SCS Reports, SAR/R Worklist, CAGE/NIIN Search (selected), FSC Search, SCS Determination, and SAR. The current page is titled "SCSI Search" and provides instructions on the search function. It is divided into two sections: "NIIN Search" and "CAGE Code Search". The "NIIN Search" section lists criteria: NIIN, ACQ Code, CSI Ind, COG, FSC, and SMIC. The "CAGE Code Search" section lists criteria: NIIN, CSI Ind, AEA, CAD, ERD, FAT, GID, PQDR, SDR, TEST. Below these are detailed instructions for using the search function, including a list of mandatory (M) and conditionally mandatory (CM) fields. The form includes input fields for COG, FSC, (CM) NIIN, (CM) SMIC, (M) End Date, ACQ Code, APL, (CM) CAGE Code, and (M) Number of Years. There are also checkboxes for "CSI Items only" and "By-Pass APL", and buttons for "NIIN Search" and "CAGE Search".

Figure 7.1

The primary purpose of the CAGE/NIIN Search tab is to mine data for existing sources of specific material and secondly to provide a method to submit SCSI Contractor Recommendation, if desired. This is done by allowing a generic search of a CAGE and then locating material that the supplier previously provided to the U.S. Government or by searching for a particular NIIN and determining potential source of material by CAGE.

To search and review records for a specific vendor and with the option to then create a SCSI Contractor Recommendation, click on the CAGE/NIIN Search tab (Figure 7.1) and enter the following:

- a. **CAGE Code:** Enter the CAGE. If the CAGE is not known but you know the name of the company then you may use the Lookup button to look up the CAGE based on the full or partial company name. When searching by CAGE the NIIN is not mandatory and at present will not be included in the search criteria if entered.
- b. **SMIC:** To limit the search results to items with a specific Special Material Identification Code (SMIC), choose a SMIC from the drop-down list.
- c. **End Date:** This is mandatory and defaults to the current date but can be changed.
- d. **Number of Years:** Defaults to 5, which will return data entered within the five years prior to the end date but can be changed.
- e. **CSI Items Only** -Leaving the check box checked will filter the returned search results to those records that are currently tagged as critical safety items. Uncheck this box if records concerning non-CSI material should be considered in the search.
- f. **Checking the By-Pass APL** speeds up NIIN searches but will not allow NIIN searches to complete a recommendation. Checking this box is useful when researching information without the intent of making a SCSI Contractor Recommendation.
- g. **Other fields that may be entered to narrow the searches results, but are not required for the CAGE search are:**
 1. COG - Cognizance Code
 2. FSC - Federal Supply Class
 3. APL - Approved Products List
 4. ACQ Code - Acquisition Method Suffix Code (See Glossary for code literals)
 5. NIIN - National Item Identification number
- h. **Click the CAGE Search button** to run the search. If a company is debarred from doing business with the US government, a warning is displayed on the CAGE/NIIN Search Tab, CAGE: XXXXX IS DEBARRED and the search are ended. If the company is not debarred, the CSI Search Result - SUMMARY / CAGE SUMMARY page will display (Figure 7.2).



Figure 7.2

- i. The CSI Search Result - SUMMARY / CAGE SUMMARY (Figure 7.2) search results for previously Approved Recommendations section will include:
 1. CSI Number: The record number of the source approval Recommendation. Click this number to see a read-only version of the approved recommendation.
 2. CAGE Code: The CAGE Code of the approved CSI supplier.
 3. NIIN: The NIIN of the CSI item for which the supplier was approved. If no NIIN is listed then this signifies general approval or disapproval of the vendor as a CSI vendor.
 4. Date: The date on which the recommendation was approved.
 5. Recommending Activity: The PDREP user ID (if available) of the user who initiated the recommendation.
 6. TWH Activity: The PDREP user ID (if available) of the Technical Warrant Holder who approved the recommendation.

- j. The SCSJ Search Result - SUMMARY / CAGE SUMMARY section "Additional Record Types" displays the number of non-NIIN specific records which include supplier audits program (SAP) reports, along with Navy bulletins, various Special Quality Data (SQD), and survey records.

- k. The SCSI Search Result - SUMMARY / CAGE SUMMARY section "CSI Search Data Summary" includes:
1. NIIN-SMIC: The NIIN and the Special Material Identification Code for the subject NIIN. The link in this field initiates the next step in the recommendation process.
 2. SI Ind.: Indicates whether a NIIN has been designated as a Critical Safety Item.
 3. CAD: Displays the number of Contract Award Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 4. MIR: Displays the number of Material Inspection Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 5. PQDR: Displays the number of Product Quality Deficiency Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame. This includes only PQDRs where the reported defect was verified and where the vendor was found liable for the defect during the subsequent investigation.
 6. SDR: Displays the number of Supply Discrepancy Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 7. TEST: Displays the number of special quality test records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 8. FAT: Displays the number of Engineering Referral Data records with a Type code of 25 (First Article Test) currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 9. ER: Displays the number of Engineering Referral Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 10. AEA: Displays the number of Approved Engineering Alternatives currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
- l. When no or inadequate history is found concerning a vendors past performance the vendor may be considered as a new source and a new Source Approval Request (SAR) can be submitted in writing to NAVSEA 05. Technical authorities process SARs in PDREP using the procedures in Section 7.
- m. To view a summary of the vendor's profile, click the link labeled "To View a CSI Contractor Summary for all NIIN's [Click here](#)" (See Figure 7.2). Summaries of each record type identified on the previous screen will appear on the SCSI Contractor Summary (Figure 7.3). After reviewing the CSI summary use the Cancel button to go back to the previous screen. Note that when a NIIN or a family of CSIs is not identified a SCSI Contractor recommendation cannot be submitted.

Print Cancel

SCSI Search Result - DETAILS

Return to Search

Instructions

1. Review the past performance information found in the report.
2. To make a recommendation for a NIIN, click on the **Proceed to Source Approval Recommendation** button or click **Cancel** to return to the previous page.
3. To view details for specific record
 - a. Print report
 - b. Click the Home link found in the upper left corner of the page
 - c. Select the appropriate Record type
 - d. Follow specific instructions to locate the record

PRODUCT DATA REPORTING AND EVALUATION PROGRAM
CSI CONTRACTOR SUMMARY
RUN 15-MAY-12

FOR PERIOD: 15-MAY-11 TO 15-MAY-12

NAME: [REDACTED]
ADDRESS: [REDACTED]
CAO'S NAME: [REDACTED]
FSC: [REDACTED]
NIIN: [REDACTED]
PART NUMBER: [REDACTED]

CURRENT DOD PPIRS CLASSIFICATIONS

| FSC | QUALITY PERFORMANCE | DELIVERY SCORE |
|---------------|---------------------|----------------|
| 5305 - SCREWS | GREEN | 0 |

| FSC | QUALITY PERFORMANCE | DELIVERY SCORE |
|--------------|---------------------|----------------|
| 5307 - STUDS | GREEN | 25 |

| FSC | QUALITY PERFORMANCE | DELIVERY SCORE |
|---------------------|---------------------|----------------|
| 5310 - NUTS WASHERS | GREEN | 0 |

6010 Data

6010 DESIGN DATA:
6010 MATERIAL DATA:
CCF DRAWING DATA:

| | | |
|--------------------|---------------|-------------|
| COG: | SERVICE: | LRC: |
| FSC: | QTY-PER-UNIT: | TLRC: |
| NIIN: | CREATE DATE: | TLRC-OLD: |
| SMIC: | ADDED DATE: | AEA: |
| CAGE: | ADDID: | RECALL: |
| CONDITION-CODE: | CHANGE DATE: | COMMODITY: |
| SUN-ON-HAND: | CBGID: | CAT6010-ID: |
| AEC: | DELETED: | |
| APPL: | | |
| PART-SIZE: | | |
| CONNECTIONS: | | |
| COG LITERAL: | | |
| FSC MATERIAL DESC: | | |
| NIIN NOMEN: | | |

DELIVERY PERFORMANCE

CONTRACTING ACTIVITY SUMMARY

| ACTIVITY NAME | TIME FRAME | CLINS RECD | CLINS DELINQUENT | % DELINQUENT |
|----------------------|------------|------------|------------------|--------------|
| NAVSUP WSS MECHANICS | 1 YR | 39 | 39 | 100 |
| TOTALS | 1 YR | 39 | 39 | 100 |

DELIVERY SUMMARY

| DODAAC | FSC | CONTRACT NO. / ORDER NO. | CLIN | DUE DATE | DELIVERED |
|------------|------------|--------------------------|------------|------------|------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Figure 7.3

- n. To review the vendor's records in more detail, click the link labeled “To review Vendor level records for all NIIN’s (with links) [Click here](#). You will be directed to the SCSI Search Results DETAILS page (Figure 7.4), this page provides links to all the records available in PDREP for the vendor and selected NIIN.

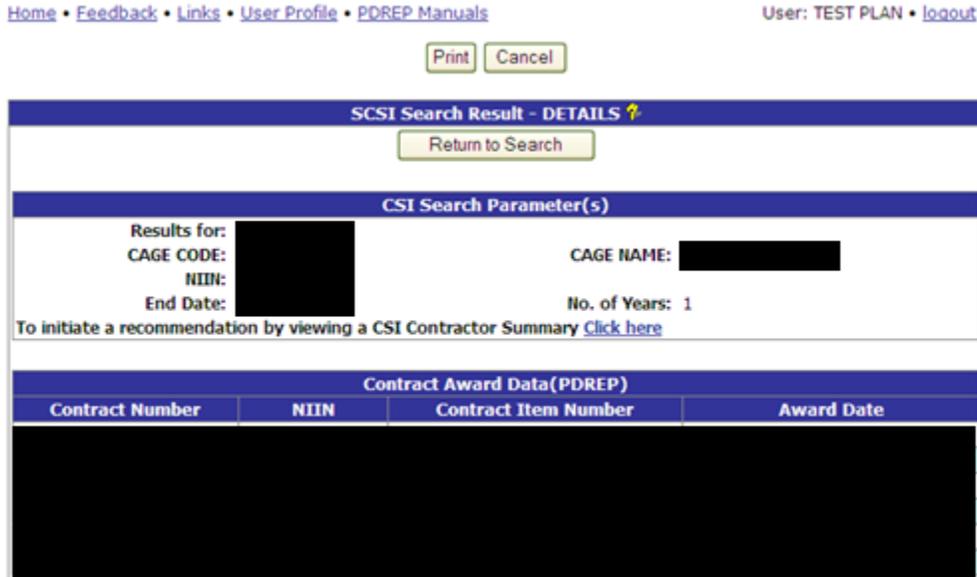


Figure 7.4

- o. The SCSI Search Results - DETAILS page (Figure 7.4) displays a list of all of the PDREP records that were counted in the summary for the search parameters entered, plus any records like SAP, Bulletins, and GIDEP records that are specific to the vendor but not to a NIIN. For any record where the record number is displayed as a link, click the link to view that individual record.
 1. Clicking the Contract Number link will open the Contract Award Data – View Record screen in a separate window (Figure 7.5).
 2. Click Close to Close the window and return to the SCSI Search Result – Details page.

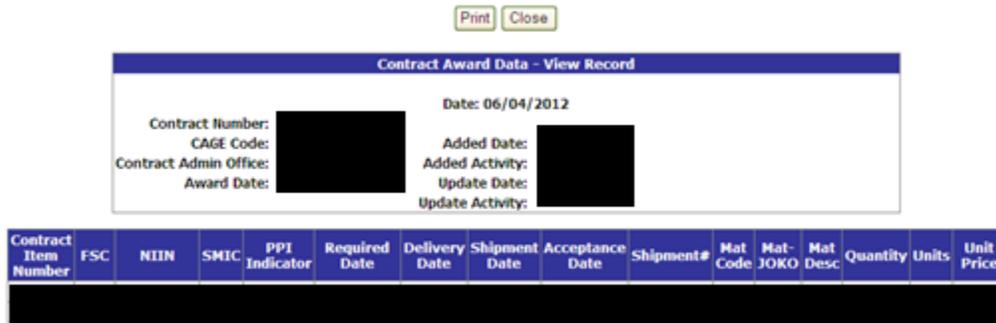


Figure 7.5

- p. To create a source approval Recommendation for a vendor using data for a specific NIIN, from the SCSI Search Result – Summary page, click on the desired NIIN link in the NIIN-SMIC Column (Figure 7.6). This narrows the subsequent CSI Summary page to only pertinent records for the NIIN selected (Figure 7.7).

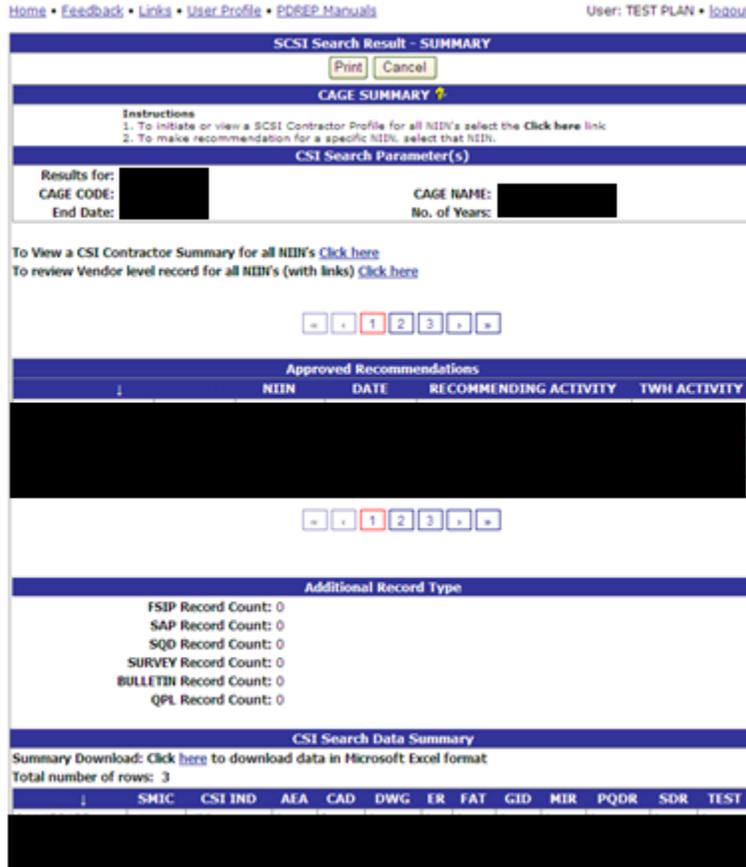


Figure 7.6

[Home](#) • [Feedback](#) • [Links](#) • [User Profile](#) • [PDREP Manuals](#)
User: TEST PLAN • [Logout](#)

SCSI Search Result - DETAILS ?

CSI Search Parameter(s)

Results for:
 CAGE CODE: [REDACTED] CAGE NAME: [REDACTED]
 NIIN: [REDACTED] No. of Years: [REDACTED]
 End Date: [REDACTED]

To initiate a recommendation by viewing a CSI Contractor Summary [Click here](#)

Contract Award Data(PDREP)

| Contract Number | NIIN | Contract Item Number | Award Date |
|-----------------|------|----------------------|------------|
| [REDACTED] | | | |

PDREP NAVSEALOGCENDET PORTSMOUTH, NH. Version : 5.0.7, Build Date : 01/26/2012
 Phone : (207) 438-1690 [Email Technical Support](#)
 Tuesday, 27th March, 2012

Figure 7.7

- q. To continue the recommendation process for a vendor NIIN combination and create a Vendor, click on the link "To initiate a recommendation by viewing a CSI Contractor Summary [Click here](#)". A CSI Contractor Summary will be produced (Figure 7.8).

SCSI Search Result - DETAILS ?

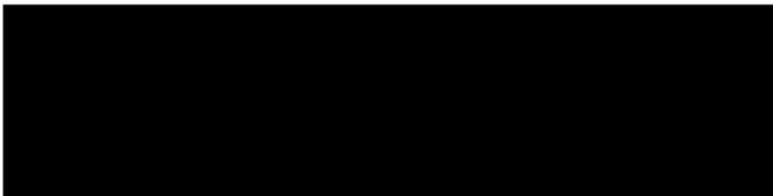
Instructions

- 1. Review the past performance information found in the report.
- 2. To make a recommendation for a NIIN, click on the **Proceed to Source Approval Recommendation** button or click **Cancel** to return to the previous page.
- 3. To view details for specific record
 - a. Print report
 - b. Click the Home link found in the upper left corner of the page
 - c. Select the appropriate Record type
 - d. Follow specific instructions to locate the record

PRODUCT DATA REPORTING AND EVALUATION PROGRAM
CSI CONTRACTOR SUMMARY
RUN 28-MAR-12

FOR PERIOD: 28-MAR-11 TO 28-MAR-12

NAME:
ADDRESS:
CAO'S NAME:
FSC:
NIIN:
PART NUMBER:



CURRENT DOD PPIRS CLASSIFICATIONS

| FSC | QUALITY PERFORMANCE | DELIVERY SCORE |
|---------------------|---------------------|----------------|
| 5305 - SCREWS | GREEN | 0 |
| 5307 - STUDS | GREEN | 25 |
| 5310 - NUTS WASHERS | GREEN | 0 |

6010 Data

6010 DESIGN DATA: [REDACTED] ITEM 16

Figure 7.8

After reviewing the CSI Contractor Summary, the user can click the Proceed to Source Approval Recommendation button at the bottom of the page. This takes the user to the SCSI Recommendation (Figure 7.9).

SCSI Recommendation (Recommending Activity)

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory

1. To view report, click **SCSI CONTRACTOR SUMMARY** Link at the bottom of page.
2. To add/view Attachment click on link and follow instructions.
3. Select **Recommendation** from list.
4. Add narrative information to **Comments** related to the selected recommendation and report.
5. To **Email To** and assign new Technical Warrant Holder, select Email Address from **Select Email To**.
6. To **Email CC**, select Email Address from **Select CC To** and click **Add CC** button.
If email address is not available, enter the email address in the **or Type CC To** field and click **Add CC** button.
7. Click **Save Draft** button to save and continue.
8. Click **Save Draft and Exit** button to save and exit the SCSI.
9. Click **Delete** button to delete the SCSI Record.
10. Click **Send** button to save and forward SCSI record to Technical Authority.

FSC: [REDACTED]
NIIN: [REDACTED]
Nomenclature: [REDACTED]
SMIC: [REDACTED]
Date Range: [REDACTED]
Status: [REDACTED]

Spec/Dwg Number: Part Number:

Recommendation: <SELECT-> (M) Category: Service/Repair

Comments

To view CSI Contractor Summary for TPLAN012030022 [Click here](#)
To add/view attachments [Click here](#)
To View History [Click Here](#)

Correspondence

Select Email To: Technical Warrant Holder

Select CC To:

or Type CC To:

Figure 7.9

5.2 Search and Review Existing Source Data by NIIN

The screenshot displays the 'SCSi Search' interface. At the top, there are navigation links: Home, Feedback, Links, User Profile, and PDREP Manuals. The user is identified as 'TEST PLAN' with a 'logout' link. The main menu includes 'SCSi Reports', 'SAR/R Worklist', 'CAGE/NIIN Search' (highlighted), 'FSC Search', 'SCSi Determination', and 'SAR'. Below the menu, a header states 'This Search function provides the following' and lists two options: 'NIIN Search' and 'CAGE Code Search'. The 'NIIN Search' option lists criteria: NIIN, ACQ Code, CSI Ind, COG, FSC, SMIC. The 'CAGE Code Search' option lists criteria: NIIN, CSI Ind, AEA, CAD, ERD, FAT, GID, PQDR, SDR, TEST. Below this, 'Instructions' are provided, explaining that '(M)' denotes a mandatory field and '(CM)' denotes a conditionally mandatory field. The instructions list four steps: 1. Enter additional information to narrow search return (with sub-points a, b, c, d); 2. Enter a End Date; 3. Select Numbers of years (default 5 years); 4. Click NIIN Search or CAGE Search. The form fields include: COG: [text box]; FSC: [text box] with a 'Lookup FSC' button; (CM) NIIN: [text box] with a 'Lookup NIIN' button; (CM) SMIC: [-SELECT ONE-] dropdown; (M) End Date: [date picker] showing 03/28/2012; (M) Number of Years: [dropdown] showing 4; ACQ Code: [text box]; APL: [text box]; (CM) CAGE Code: [text box] with a 'Lookup CAGE' button. There are checkboxes for 'CSI Items only' (checked) and 'By-Pass APL' (unchecked). At the bottom, there are 'NIIN Search' and 'CAGE Search' buttons. The footer contains: PDREP NAVSEALOGCENDET PORTSMOUTH, NH. Version : 5.0.7, Build Date : 01/26/2012, Phone : (207) 438-1690, Email Technical Support, Wednesday, 28th March, 2012.

Figure 7.10

To review records for a specific NIIN and then have the option to create a Source Approval Recommendation for a particular contractor, click on the CAGE/NIIN Search tab and enter the following:

- a. NIIN: Enter the NIIN if known. If the NIIN is not known but you know the nomenclature of the item then you may use the Lookup button to look up the NIIN based on the full or partial nomenclature of the item.
- b. SMIC: If the NIIN is unknown then you must select a SMIC in order to use the NIIN Search. When searching by SMIC you may filter the search results to only return records with a particular COG or FSC by entering them in the fields provided. When searching by SMIC the search results will include the same columns as when searching by NIIN but will include rows for all approved recommendations and all NIINs with the selected SMIC.
- c. End Date: This is mandatory and defaults to the current date but can be changed.
- d. Number of Years: Defaults to 5, which will return data entered within the five years prior to the end date but can be changed.

- e. Leaving the CSI Items Only check box checked will filter the returned search results to those records that are currently tagged as critical safety items. Uncheck this box if records concerning non-CSI material should be considered in the search.
- f. Checking the By-Pass APL speeds up the NIIN search. APLs will not be listed in the results.
- g. Other fields that may be entered to narrow the searches results, but are not required for the NIIN search are:
 - 1. COG - Cognizance Code
 - 2. FSC - Federal Supply Class
 - 3. APL - Approved Products List
 - 4. ACQ Code - Acquisition Method Suffix Code (See Glossary for code literals)
 - 5. CAGE - Contractor and Government Entity

Click the NIIN Search button on the Search Tab to run the search. The page shown below will display, listing the search criteria used below the Instructions, any previously approved source approval Recommendations, and the NIIN records for CSI Search Parameters:

SCSI Search Result - SUMMARY

NIIN SUMMARY

Instructions

1. Review information displayed.
2. Click NIIN link to get a list of APL.
3. Click **Cancel** to get back to search page.

CSI Search Parameter(s)

Results for: NIIN

| | |
|----------------------|--|
| CAGE CODE: | CAGE NAME: |
| COG: | NIIN: XXXXXXXXXX |
| FSC: | SMIC: |
| End Date: 03/12/2013 | No. of Years: 5 |

Approved Recommendations

| CSI Number | CAGE CODE | NIIN | CSI STATUS DATE | RECOMMENDING ACTIVITY | TWH ACTIVITY |
|------------|-----------|------|-----------------|-----------------------|--------------|
| | | | | | |

Summary Download: Click [here](#) to download data in Microsoft Excel format

Total number of rows: 1

CSI Search Data Summary

| COG | FSC | NIIN | SMIC | CSI IND | ACO Code |
|-----|-----|------|------|---------|----------|
| | | | | | |

Figure 7.11

The CSI Search Result - Approved Recommendations section will display:

- a. CSI Number: The record number of the SAR/R. Click this number to see a read-only version of the approved recommendation.
- b. CAGE Code: The CAGE Code of the approved CSI supplier.
- c. NIIN: The NIIN of the CSI item for which the supplier was approved. If no NIIN is listed then this signifies general approval or disapproval of the vendor as a CSI vendor.
- d. Date: The date on which the recommendation was approved.
- e. Recommending Activity: The PDREP user ID (if available) of the user who initiated the recommendation.

- f. TWH Activity: The PDREP user ID (if available) of the Technical Warrant Holder who approved the recommendation.

The search results under CSI Search Result - CSI Search Data Summary will includes the COG, FSC, SMIC, CSI IND, ACQ Code, and NIIN Link.

Clicking a NIIN link displays the CSI Search Result page. If the By-Pass APL check box was checked, then the APL list will be skipped and the user is directed to the vendor summary.

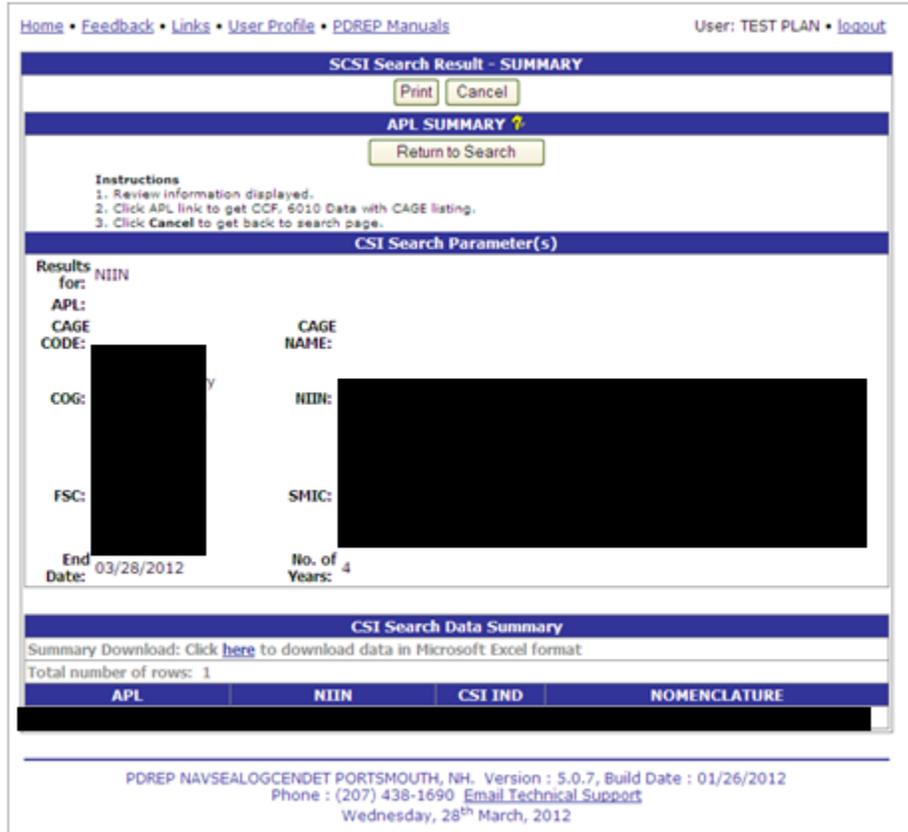


Figure 7.12

- g. Click on any APL link to review the engineering data for the subject NIIN to continue researching data prior to submitting the SCSi Contractor Recommendation. The results will include summaries of the contents of the Characteristics Configuration File and the 6010 Data for the subject APL, followed by a list of vendors for the subject NIIN. Any vendors are shown in the Vendor NIIN Summary.

Home • Feedback • Links • User Profile • PDREP Manuals User: TEST PLAN • [logout](#)

[Print](#) [Cancel](#)

SCSI Search Result - NIIN SUMMARY ↑

[Return to Search](#)

Instructions
 1. Review information contained in the results.
 2. Click CAGE Code link to view details.
 3. Click **Cancel** to get back to previous page and select a different APL.

Header Information

NSIN: [REDACTED]
 Date Range: [REDACTED]
 End Item RIC: [REDACTED]
 Selected APL: [REDACTED]

CCF (Component Characteristic File)

| Line Item | Data |
|-----------|------------|
| 0001 | [REDACTED] |
| 0002 | [REDACTED] |
| 0003 | [REDACTED] |
| 0004 | [REDACTED] |
| 0005 | [REDACTED] |
| 0006 | [REDACTED] |
| 0007 | [REDACTED] |
| 0008 | [REDACTED] |
| 0009 | [REDACTED] |
| 0010 | [REDACTED] |
| 0011 | [REDACTED] |
| 0012 | [REDACTED] |
| 0013 | [REDACTED] |
| 0014 | [REDACTED] |
| 0015 | [REDACTED] |
| 0100 | [REDACTED] |
| 0101 | [REDACTED] |
| 0102 | [REDACTED] |
| 0103 | [REDACTED] |
| 1195 | [REDACTED] |
| 1198 | [REDACTED] |

6010 Data

| | | |
|------------------------------|-------------------------|--------------------------|
| COG: [REDACTED] | SERVICE: [REDACTED] | LRC: [REDACTED] |
| FSC: [REDACTED] | APPL: [REDACTED] | TLRC: [REDACTED] |
| NIIN: [REDACTED] | QTY-PER-UNIT: EA | TLRC-OLD: [REDACTED] |
| SMIC: [REDACTED] | ADD-DATE: [REDACTED] | AEA: [REDACTED] |
| NOHER: [REDACTED] | ADDID: [REDACTED] | RECALL: [REDACTED] |
| PART-SIZE: [REDACTED] | CHANGE-DATE: [REDACTED] | COMMODITY: [REDACTED] |
| CAGE: [REDACTED] | CHGID: [REDACTED] | CAT6010-ID: [REDACTED] |
| DESIGN: [REDACTED] | DELETED: [REDACTED] | CREATE-DATE: [REDACTED] |
| MATERIAL: [REDACTED] | SUP-ON-HAND: [REDACTED] | CONDITION-CD: [REDACTED] |
| CONNECTIONS: [REDACTED] | AEC: [REDACTED] | |
| CCF Drawing Data: [REDACTED] | | |

Summary Download: [Click here](#) to download data in Microsoft Excel format
 Total number of rows: 8

Vendor NIIN Summary

| CAGE: [REDACTED] | | | | | | | | | | | |
|------------------|------------|-----|-----|-----|----|-----|-----|-----|------|-----|------|
| CAGE | NIIN | AEA | CAD | DWG | ER | FAT | GID | MIR | PQDR | SDR | TEST |
| [REDACTED] | [REDACTED] | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CAGE: [REDACTED] | | | | | | | | | | | |
| CAGE | NIIN | AEA | CAD | DWG | ER | FAT | GID | MIR | PQDR | SDR | TEST |
| [REDACTED] | [REDACTED] | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Figure 7.13

- h. If the NIIN data is available for that CAGE, select the NIIN to continue the recommendation for the specific CAGE and NIIN combo.
- i. If no APLs are found in PDREP, a no data found message will be displayed. Companies that are debarred from doing business with the US Government that may have data in

PDREP will not be displayed. If an APL is unavailable and a CAGE cannot be associated with the NIIN being searched this ends the NIIN search process. If a CAGE is already known, try performing a more generic CAGE search as described in Section 7.1 to locate an existing source for material. When no data in PDREP can be located a Source Approval Request (SAR) may be required for the vendor. See section 7. If the user is aware of a valid APL and it is not loaded in PDREP, please call the PDREP Customer Support Desk, so the APL may be added to PDREP.

- j. Search results that are found for each vendor CAGE identified in an APL are available for the subject NIIN. The displayed data includes:
 - 1. The CAGE Code and name of the subject vendor will display above the results for each CAGE.
 - 2. CAGE: Clicking the link in the CAGE column of the results will allow you to proceed to the next step in the recommendation process.
 - 3. NIIN: Displays the NIIN of the subject CSI item.
 - 4. CAD: Displays the number of Contract Award Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 5. MIR: Displays the number of Material Inspection Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 6. PQDR: Displays the number of Product Quality Deficiency Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 7. This includes only PQDRs where the reported defect was verified and where the vendor was found liable for the defect during the subsequent investigation.
 - 8. TEST: Displays the number of special quality test records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 9. CAD: Displays the number of Contract Award Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 10. SDR: Displays the number of Supply Discrepancy Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
- k. Click the link in the CAGE column for the desired vendor in order to view data for only that CAGE and NIIN combination. The CSI Search - NIIN DETAILS page displays (Figure 7.14).

SCSI Search Result - NIIN DETAILS [↑](#)

[Return to Search](#)

Instructions
 1. Review information contained in the results.
 2. Click **Proceed Source Approval to Recommendation** button to make SCSI recommendation for select CAGE and NIIN
 3. Click **Cancel** to get back to previous page and select a different CAGE.

Header Information

NSN: [REDACTED]
 Date Range: [REDACTED]
 End Item RIC: [REDACTED]
 Selected APL: [REDACTED]

CCF (Component Characteristic File)

| Line Item | Data |
|-----------|------------|
| 0001 | [REDACTED] |
| 0002 | [REDACTED] |
| 0003 | [REDACTED] |
| 0004 | [REDACTED] |
| 0005 | [REDACTED] |
| 0006 | [REDACTED] |
| 0007 | [REDACTED] |
| 0008 | [REDACTED] |
| 0009 | [REDACTED] |
| 0010 | [REDACTED] |
| 0011 | [REDACTED] |
| 0012 | [REDACTED] |
| 0013 | [REDACTED] |
| 0014 | [REDACTED] |
| 0015 | [REDACTED] |
| 0100 | [REDACTED] |
| 0101 | [REDACTED] |
| 0102 | [REDACTED] |
| 0103 | [REDACTED] |
| 1195 | [REDACTED] |
| 1198 | [REDACTED] |

6010 Data

| | | | | | |
|-------------------|------------|---------------|----|---------------|------------|
| COG: | [REDACTED] | SERVICE: | | LRC: | WVF |
| FSC: | [REDACTED] | APPL: | | TLRC: | [REDACTED] |
| NIIN: | [REDACTED] | QTY-PER-UNIT: | EA | TLRC-OLD: | [REDACTED] |
| SHIC: | [REDACTED] | ADD-DATE: | | AEA: | [REDACTED] |
| NOMER: | [REDACTED] | ADDID: | | RECALL: | [REDACTED] |
| PART-SIZE: | [REDACTED] | CHANGE-DATE: | | COMMODITY: | [REDACTED] |
| CAGE: | [REDACTED] | CHGID: | | CAT6010-ID: | [REDACTED] |
| DESIG: | [REDACTED] | DELETED: | | CREATE-DATE: | [REDACTED] |
| MATERIAL: | [REDACTED] | SUM-ON-HAND: | | CONDITION-CD: | [REDACTED] |
| CONNECTIONS: | [REDACTED] | AEC: | | | |
| CCF Drawing Data: | [REDACTED] | | | | |

Vendor NIIN Summary

| CAGE: | [REDACTED] | | | | | | | | | | |
|------------|------------|-----|-----|-----|----|-----|-----|-----|------|-----|------|
| CAGE | NIIN | AEA | CAD | DWG | ER | FAT | GID | MIR | PQDR | SDR | TEST |
| [REDACTED] | [REDACTED] | 0 | 1 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |

To initiate a recommendation by viewing a NIIN specific CSI Contractor Summary [Click here](#)

Vendor NIIN Details

Contract Award Data(PDREP)

| Contract Number | FSC | Contract Item Number | Award Date |
|-----------------|------------|----------------------|------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Material Inspection Report(PDREP)

| Reporting Activity | FSC | Contract Number | Reject Ind | Inspection Date |
|--------------------|------------|-----------------|------------|-----------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Special Quality Data(PDREP)

| Serial Number | Issue Date | Completion Date |
|---------------|------------|-----------------|
| [REDACTED] | [REDACTED] | [REDACTED] |

Bulletins

| Serial Number | Issue Date | Completion Date |
|---------------|------------|-----------------|
| [REDACTED] | [REDACTED] | [REDACTED] |

Figure 7.14

The CSI Search - NIIN DETAILS page lists the CCF Data, 6010 Data, a Vendor NIIN Summary, and a detailed list of various reports that were retrieved. There are also links and information pertaining to documents that are not necessarily specific to a FSC or NIIN, but are relevant to the vendor:

- a. Supplier Audit Program (SAP): Process Audits
- b. Special Quality Data (SQD): Includes Bulletins and GIDEP records
- c. Survey: Pre-Award, Post Award, or Product Oriented Surveys
- d. FAT: (First Article Test) Displays the number of ER records with a Type Code of 25
- e. ER: (Engineering Referrals) Displays the number of ER records with a Type Code other than 25
- f. AEA: Displays the number of Approved Engineering Alternatives records

Click the "To Initiate a Recommendation by viewing the NIIN Specific CSI Contractor Summary [Click here](#)" link (Figure 7.14) to create SCSi Contractor Recommendation and view the CSI Summary.

The CSI Contractor Summary includes summary data for each of the records that were available for review. The CSI Contractor Summary will accompany the source approval Recommendation throughout the remainder of the workflow. After reviewing the CSI Contractor Summary, continue the recommendation process by clicking the Proceed to Source Approval Recommendation button at the end of the report. This will direct the user to the SCSi Recommendation page.

Completing source approval Recommendation submission is continued in Section 9.

5.3 Search and Review Existing Source Data by (FSC) Family of SCSIs

The FSC Search tab provides the capability to mine data for existing sources of similar materials by FSC and item nomenclature. Secondly a method is provided to submit source approval Recommendation for a supplier and a family of CSIs, if desired. This is done by allowing a generic search of an FSC, choosing a common item nomenclature, and then locating a supplier that has previously provided material.

To search and review records for a Family of CSIs, click on the FSC Search tab (Figure 7.15). If an existing source of material is located in the database the user can then create a source approval Recommendation based on the available past performance data.

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SCSI Reports | SAR/R Worklist | CAGE/NIIN Search | **FSC Search** | SCSI Determination | SAR

SCSI Search ?

This Search function provides the following

FSC Search
Lists the following data for the entered criteria
COG, FSC, NIIN, SMIC, NSN NIIN NOMENCLATURE

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory
1. Must enter a FSC
2. Nomenclature search - can be partial matches
3. Enter or select from calendar **End Date**
(Correct format for date fields is **MM/DD/YYYY**)
4. Select **Numbers of years** (default 5 years)
5. Click **FSC Search**

COG: ACQ Code:

APL:

(M) FSC: Nomenclature:

NIIN: CAGE Code:

SMIC:

(M) End Date: **(M)** Number of Years:

CSI Items only
 By-Pass APL

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Wednesday, 28th March, 2012

Figure 7.15

- a. On the FSC Search tab, enter the following:
1. FSC: The FSC is mandatory in combination with a NIIN or SMIC.
 2. NIIN: A National Item Identification Number.
 3. SMIC: A Special Material Identification Code.
 4. End Date: This is mandatory and defaults to the current date but can be changed.
 5. Number of Years: Defaults to 5, which will return data entered within the five years prior to the end date but can be changed.
 6. Other fields that may be entered to narrow the search results are:
 - A. COG: Cognizance Code
 - B. APL: Approved Products List
 - C. Nomenclature: NIIN Nomenclature (or Item Name) for the SCSIs you're interested in. A partial name like "valve" will limit the results to anything with the word "valve" in the NIIN nomenclature.

Clicking the link in the "Summary Download: Click [here](#) to download data in Microsoft Excel format", downloads the CSI Search Data Summary to a Microsoft Excel spreadsheet.

Clicking on a NIIN Nomenclature Link from the list produces the CSI Search Result - SUMMARY / APL SUMMARY (Figure 7.17).

The section "CSI Search Data Parameters" shows the data used to locate APLs related to the FSC and NIIN. The page lists the APL, NIIN, APL Nomenclature and NIIN Nomenclature. By viewing the APLs the user can locate existing sources of material where the selected FSC and NIIN Nomenclature exist within an APL.

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SCSI Search Result - SUMMARY

APL SUMMARY [?](#)

Instructions
1. Review information displayed.
2. Click APL link to get CAGE listing.
3. Click **Cancel** to get back to search page.

CSI Search Parameter(s)

Results for: FSC
COG: NIIN: [REDACTED]
FSC: 5310 NUTS WASHERS SMIC: [REDACTED]
End Date: 03/28/2012 No. of Years: 5

CSI Search Data Summary

Summary Download: Click [here](#) to download data in Microsoft Excel format

Total number of rows: 1

| APL | APL NOMENCLATURE | CSI IND | NIIN | NIIN NOMENCLATURE |
|------------|------------------|------------|------------|-------------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

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Figure 7.17

- a. Click the "Summary Download: Click [here](#) to download data in Microsoft Excel format" link to generate a Microsoft Excel spreadsheet.
- b. Clicking on an underlined Approved Product Listing (APL) link in the APL column provides a list of vendors that are associated with the APL and may be an existing source for the material containing the NIIN Nomenclature in the CSI Search Results - FSC page.

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SCSI Search Result - FSC SUMMARY?

Instructions
 1. Review information contained in the results.
 2. Click CAGE Code link to view details.
 3. Click **Cancel** to get back to previous page and select a different APL.

Header Information

FSC: [REDACTED]
 NIIN Nomenclature: [REDACTED]
 Date Range: [REDACTED]
 Selected APL: [REDACTED]

Summary Download: Click [here](#) to download data in Microsoft Excel format
 Total number of rows: 28

Vendor FSC Summary

CAGE: [REDACTED]

| CAGE | FSC | CAD | GID | MIR | PQDR | TEST | SDR |
|------------|----------|-----|-----|-----|------|------|-----|
| [REDACTED] | <u>2</u> | 0 | 0 | 0 | 0 | 0 | 0 |

CAGE: [REDACTED]

| CAGE | FSC | CAD | GID | MIR | PQDR | TEST | SDR |
|------------|----------|-----|-----|-----|------|------|-----|
| [REDACTED] | <u>2</u> | 0 | 2 | 0 | 0 | 0 | 0 |

CAGE: 7Y333 NAME: ARGO TURBOSERVE CORP

Figure 7.18

- c. The Header Information section shows the criteria used to locate records related to the search up to this point. The Vendor FSC Summary section displays known vendors for the material being searched. If there is an underlined CAGE link, then the vendor listed has enough data in PDREP to be considered an existing source. A summary of PDREP records is listed in columns CAD, MIR, PQDR, TEST, and SDR.
- d. Search results that are found for each vendor CAGE identified in an APL are available for the subject NIIN Nomenclature. The displayed data includes:
 - 1. The CAGE Code and name of the subject vendor will display above the results for each CAGE.
 - 2. CAGE: Clicking the link in the CAGE column of the results will allow you to proceed to the next step in the recommendation process (Figure 7.19).
 - 3. FSC: Displays the FSC of the subject CSI Family.
 - 4. CAD: Displays the number of Contract Award Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
 - 5. GID: Government Industry Data Evaluation Program (GIDEP)
 - 6. MIR: Displays the number of Material Inspection Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.

7. PQDR: Displays the number of Product Quality Deficiency Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
8. This includes only PQDRs where the reported defect was verified and where the vendor was found liable for the defect during the subsequent investigation.
9. TEST: Displays the number of special quality test records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
10. CAD: Displays the number of Contract Award Data records currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
11. SDR: Displays the number of Supply Discrepancy Reports currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.

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SCSI Search Result - FSC DETAILS [?](#)

Instructions
 1. Review information contained in the results.
 2. Click [Click Here](#) To Initiate a Recommendation for a Family of SCSI's for select CAGE and FSC
 3. Click [Cancel](#) to get back to previous page and select a different CAGE.

Header Information

FSC: [REDACTED]
 NIIN Nomenclature: [REDACTED]
 Date Range: [REDACTED]
 Selected APL: [REDACTED]

Vendor FSC Summary

CAGE: [REDACTED]

| CAGE | FSC | CAD | GID | MIR | PQDR | SDR | TEST |
|------------|------------|-----|-----|-----|------|-----|------|
| [REDACTED] | [REDACTED] | 2 | 0 | 0 | 0 | 0 | 0 |

To initiate recommendation for a Family of CSI's [Click here](#)

Vendor FSC Details

Contract Award Data(PDREP)

| Contract Number | FSC | Contract Item Number | Award Date |
|-----------------|------------|----------------------|------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Supplier Audit Report(PDREP)

| Audit Activity | Audit Year | Audit Number | Audit By | Audit Date |
|----------------|------------|--------------|------------|------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

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Figure 7.19

- e. If there are no existing sources listed for that APL, click cancel to return to the APL Summary and try viewing another APLs list of vendors. If a CAGE appears which has no linked records in the last five year period, they are not considered a current existing source and may require a formal Source Approval request (SAR) submission as a new source instead, see Section 7. Companies that are debarred from doing business with the US Government will not be displayed. To return to previous pages, click the Cancel to go back a page and continue searching for an existing source of material from there.
- f. Clicking an underlined CAGE link or Number Link in creates a list of all available vendor past performance information in PDREP for the CAGE, FSC, and NIIN Nomenclature. The data is then displayed on the CSI Search Results - FSC DETAILS Page (Figure 7.19).
- g. The CSI Search Results - FSC DETAILS page includes links to view individual CAD, MIR, PQDR, TEST, and SDR records. Also available are links and information pertaining to records that are not necessarily specific to a FSC or NIIN, but are relevant to the vendor like:
 - 1. Supplier Audit Program (SAP): Process Audits
 - 2. Special Quality Data (SQD): Includes Bulletins and GIDEP records
 - 3. Survey: Pre-Award, Post Award, or Product Oriented Surveys
- h. FAT: Displays the number of Engineering Referral Data records with a Type code of 25 (First Article Test) currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
- i. ER: Displays the number of Engineering Referral Data records with a Type code other than 25 currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
- j. AEA: Displays the number of Approved Engineering Alternatives currently stored in PDREP for the subject NIIN and vendor within the reporting time frame.
- k. For any record where the record number is displayed as an underlined link, click the link to view that individual record. Any past performance information found related to the CAGE and FSC will be available for review.
- l. Clicking the link labeled "To initiate recommendation for a Family of CSI's [Click here](#)" creates a CSI summary (Figure 7.19, Figure 7.20, and Figure 7.21), based on the data found in the previous steps. The CSI Summary header contains the CAGE, FSC and NIIN Nomenclature for the material that will be recommended for approval. Other data in the header may include SMIC, APL, part number, entity type, and the CAO. A CSI Vendor Summary Report is then produced. This report includes summaries of all the records and record types found during your search and additional records for the entire

FSC. The CSI Summary will accompany the source approval Recommendation and is a permanent part of the record. The CSI summary is forwarded to the technical authority for their consideration during the evaluation process of the source approval Recommendation.

- m. After the originator completes a review of the CSI Contractor Summary Report the originator continues with the SCSI SAR by clicking the Proceed to Source Approval Recommendation button at the bottom of the page. If the originator decides not to submit the source approval Recommendation for any reason, click the Cancel button at the top of the page.
- n. Completing the submission of the source approval Recommendation is continued in the next section.

SCSI Search Result - DETAILS ↑

Instructions

1. Review the past performance information found in the report.
2. To make a recommendation for a NIDN, click on the **Proceed to Source Approval Recommendation** button or click **Cancel** to return to the previous page.
3. To view details for specific record
 - a. Print report.
 - b. Click the Home link found in the upper left corner of the page
 - c. Select the appropriate Record type
 - d. Follow specific instructions to locate the record

Material not listed as Ship Critical Safety Item

PRODUCT DATA REPORTING AND EVALUATION PROGRAM
CSI CONTRACTOR SUMMARY
RUN 16-MAY-12

FOR PERIOD: 16-MAY-07 TO 16-MAY-12

NAME:
ADDRESS:
CAO'S NAME:
FSC:
NIIN:
PART NUMBER:

CURRENT DOD PPIRS CLASSIFICATIONS

| FSC | QUALITY PERFORMANCE | DELIVERY SCORE |
|---------------------|---------------------|----------------|
| 5310 - NUTS WASHERS | GREEN | 0 |

6010 Data

```

6010 DESIGN DATA:
6010 MATERIAL DATA:
CCF DRAWING DATA:

COG:                SERVICE:                LRC:
FSC: 5310           QTY-PER-UNIT:                TLRC:
NIIN:              CREATE DATE:                TLRC-OLD:
SMIC:              ADDED DATE:                AEA:
CAGE:              ADDID:                RECALL:
CONDITION-CODE:    CHANGE DATE:                COMMODITY:
SUM-ON-HAND:       CHGID:                CAT6010-ID:
AEC:               DELETED:

APPL:
PART-SIZE:
CONNECTIONS:
COG LITERAL:
FSC MATERIAL DESC:
NIIN NOMEN:
    
```

DELIVERY PERFORMANCE

CONTRACTING ACTIVITY SUMMARY

Figure 7.20

NIIN NOMEN:

DELIVERY PERFORMANCE

CONTRACTING ACTIVITY SUMMARY

| ACTIVITY NAME | TIME FRAME | CLINS RECD | CLINS DELINQUENT | % DELINQUENT |
|---------------|------------|------------|------------------|--------------|
| | 1 YR | 2 | 2 | 100 |
| | 2 YRS | 2 | 2 | 100 |
| | 3 YRS | 2 | 2 | 100 |
| | 4 YRS | 2 | 2 | 100 |
| | 5 YRS | 2 | 2 | 100 |
| TOTALS | 1 YR | 2 | 2 | 100 |
| | 2 YRS | 2 | 2 | 100 |
| | 3 YRS | 2 | 2 | 100 |
| | 4 YRS | 2 | 2 | 100 |
| | 5 YRS | 2 | 2 | 100 |

DELIVERY SUMMARY

| DODAAC | FSC | CONTRACT NO. / ORDER NO. | CLIN | DUE DATE | DELIVERED |
|--------|-----|--------------------------|------|-----------|-----------|
| | | | | 06-JAN-10 | |
| | | | | 06-JAN-10 | |

PROCESS AUDIT REPORT

| AUDIT ID NUMBER | AUDIT DATE | AUDIT RESULTS | CORRECTIVE ACTION COMP |
|-----------------|------------|---------------|------------------------|
| | | UNSAT | YES |
| | | SAT | YES |

NOTICE: FOR MORE INFORMATION REGARDING PROCESS AUDIT REPORTS, REFER TO THE SUPPLIER AUDIT APPLICATION AT <https://www.pdrep.csd.disa.mil>

DWG (Proprietary Drawing Data)

| Drawing Number | NIIN |
|----------------|------|
| | |

Figure 7.21

*** END OF REPORT ***

Proceed to Source Approval Recommendation

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 Wednesday, 16th May, 2012

Figure 7.22

6 SUBMIT SAR/R'S FOR EXISITING SOURCES

SCSI Recommendation (Recommending Activity)

Instructions
(M) denotes a mandatory field
(CM) Conditionally mandatory

1. To view report, click **SCSI CONTRACTOR SUMMARY** Link at the bottom of page.
2. To add/view Attachment click on link and follow instructions.
3. Select **Recommendation** from list.
4. Add narrative information to **Comments** related to the selected recommendation and report.
5. To **Email To** and assign new Technical Warrant Holder, select Email Address from **Select Email To**.
6. To **Email CC**, select Email Address from **Select CC To** and click **Add CC** button.
If email address is not available, enter the email address in the **or Type CC To** field and click **Add CC** button.
7. Click **Save Draft** button to save and continue.
8. Click **Save Draft and Exit** button to save and exit the SCSI.
9. Click **Delete** button to delete the SCSI Record.
10. Click **Send** button to save and forward SCSI record to Technical Authority.

FSC: [REDACTED]
NIIN: [REDACTED]
Nomenclature: [REDACTED]
SMIC: [REDACTED]
Date Range: [REDACTED]
Status: [REDACTED]

Spec/Dwg Number:
Recommendation: <-SELECT->
Part Number:
(M) Category: Service/Repair

Comments

To view CSI Contractor Summary for TPLAN012030042 [Click here](#)
To add/view attachments [Click here](#)
To View History [Click Here](#)

Correspondence

Select Email To: SELECT ONE Technical Warrant Holder
Select CC To: SELECT
or Type CC To:

Figure 8.1

Once a search for the existing supplier/source of material was completed the SAR/R can be submitted.

Instructional text is provided at the top of the SCSI Recommendation page which describes how to enter and send the recommendation to the technical authority for consideration. Users should take the following steps:

- a. Review the header information below the instructions at the top of the SAR/R as this information describes which supplier and what material is being requested for approval.
 1. FSC - Displays Federal Supply Class
 2. NIIN - Displays National Item Identification Number
 3. Nomenclature - Displays Name of the Item(s)
 4. SMIC - Special Material Identification Code
 5. Date Range - Range of data used to create the original PDREP Contractor Summary
 6. Status - Displays the last person and the status they set when the SAR/R was last saved. Blank if it hasn't been saved yet.
 7. CAGE Code and CAGE Name - Identifies the vendor being recommended for source approval.
 8. Assigned TWH - Identifies the Technical Warrant Holder that is assigned to the record.
 9. COG - Cognizant Inventory Control Point.
 10. CSI Serial Number - The unique record identifier in PDREP.
- b. Add additional information; comments and send to the technical authority:
 1. Spec/Drawing Number - Enter a specification or drawing. Mandatory for CSI Family submissions. Optional for NIIN specific submissions
 2. Recommendation - Select whether Approved, Disapproved or Inactive is recommended.
 3. Part Number - Manufacturers Part Number
 4. Category - Specify whether vendor is a manufacturer or distributor (available on SAR submissions)
 5. Comments - Enter an explanation for the request to have the vendor approved to provide SCSIs. Ensure enough detail is provided for Technical Warrant Holder (TWH) to thoroughly evaluate the recommendation.

6. To review the CSI Summary, click "To view CSI Contractor Summary for <CSI Serial Number> Click here". The report will open in a new window which can be closed after viewing without exiting the SAR/R.
 7. To add or view uploaded attachments to support the recommendation click the link "To add/view attachments Click Here."
 8. To View the CSI History, click "To View History Click Here"
 9. Select E-mail To - Select a Warrant Holder Email address from the drop down box, whether a reviewer or a TWH. Mandatory when using the Send button. This is used to ensure that a warrant holder is assigned to the record at all times and to ensure the responsible warrant holder is notified via e-mail about changes to the record. In the event the user does not know the proper TWH use ships.csi@navy.mil, and your request will be forwarded by NAVSEA 05 to the correct TWH.
 10. Select CC To - Select an e-mail address from the drop down box or type in an e-mail address of any intended CC recipient. Click the Add CC button to add the recipient to the "CC" line on the e-mail message. Repeat as necessary if you have multiple "CC" recipients.
 11. Save Draft - Click this button to save the recommendation as a draft and to continue working on the recommendation without leaving this page.
 12. Save Draft and Exit -Click this button to save your recommendation as a draft and to exit this recommendation. You may return and complete the recommendation later from the CSI Worklist.
 13. Delete - Click this button to delete the recommendation and to exit the page without saving any changes.
 14. Send - Click this button if you are ready to recommend Approved, Disapproved or Inactive to the reviewer or technical authority. An Email message will be sent to all of the To and CC recipients notifying them of recommendations submission.
- c. After the SAR recommendation is sent to the technical authority, use the Worklist ([Section 4](#)) tab to check the status of the SAR.
 - d. The originator will receive an e-mail message from the technical authority when the recommendation receives final Approved, Disapproved or Inactive.
 - e. Technical authorities use the process described in [Section 5.2](#) to complete the SCSI SAR.

7 SHIP CSI DETERMINATION REVIEW AND DOCUMENTATION

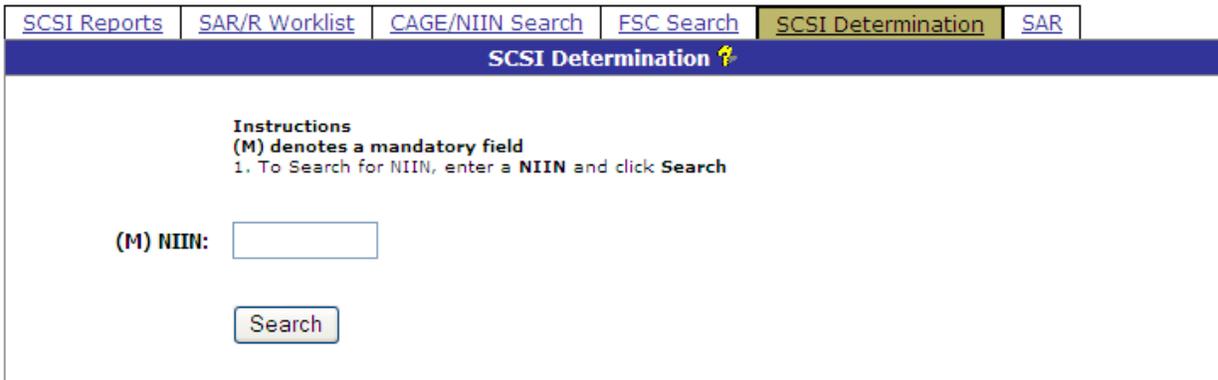
PDREP provides the engineering community the capability to update NIINs in PDREP to be listed as Ship Critical Safety Items. This process is referred to as a CSI Determination in PDREP. This is done by changing the PDREP CSI Indicator and entering a rationale for the decision. Only personnel with full access privileges to PDREP-SCSI module may change the CSI Indicator. NIINs that have their CSI Indicator set to "Y-Yes" will appear on the PDREP Ship CSI List that is available to all users with any level of PDREP-SCSI access on the SCSI Reports tab. See [Section 3.1](#).

NIIN data is periodically retrieved from other DOD systems. NIIN data is not unique to PDREP. NIINs that drop out of the DOD systems from which PDREP receives valid NIIN updates are automatically removed from PDREP. Conversely, new NIINs may be added that require technical authority attention to make the correct Ship CSI Determination.

For a NIIN to be considered a potential SCSI it must be in one of the following material control programs and then be evaluated by the TWH community for inclusion as a SCSI.

7.1 Viewing NIIN Data

- a. Select the SCSI Determination tab, then enter a NIIN into the NIIN block and click the Search button.



The screenshot shows a web application interface for the SCSI Determination process. At the top, there is a navigation bar with several tabs: "SCSI Reports", "SAR/R Worklist", "CAGE/NIIN Search", "FSC Search", "SCSI Determination" (which is highlighted in yellow), and "SAR". Below the navigation bar is a dark blue header with the text "SCSI Determination" and a question mark icon. The main content area has a white background and contains the following elements:

- Instructions:** (M) denotes a mandatory field
- 1. To Search for NIIN, enter a NIIN and click Search**
- (M) NIIN:** followed by a text input field.
- Search** button.

Figure 9.1

- b. A static view (Figure 9.2) of the current data including NIIN, FSC, Item Name, SMIC, Spec/DWG number, Technical Authority, and last Determination Date will appear. The Technical Authority Comments, and CSI Indicator appear as editable fields.
- c. The CSI Indicator has three states:
 1. Y - Yes, means that the material listed was evaluated by a technical authority and is considered a critical safety item. The determination was made by the person listed in the Technical Authority field. Comments will always be present as to the rationale for setting the CSI Indicator to Yes.

- 2. N - No, means that the material listed was evaluated by a technical authority and is NOT considered a critical safety item. Comments will be present as to the rationale for setting the CSI Indicator to No.
- 3. Blank, means that the item has not been evaluated or reviewed by a technical authority for consideration as a CSI.

| | | | | | |
|------------------------------|--------------------------------|----------------------------------|----------------------------|---|---------------------|
| SCSI Reports | SAR/R Worklist | CAGE/NIIN Search | FSC Search | SCSI Determination | SAR |
|------------------------------|--------------------------------|----------------------------------|----------------------------|---|---------------------|

SCSI Determination ?

Instructions
1. To add/view an Attachment, Click **add /view Attachments Link**
2. To View History, Click **History Link**
3. To View Material Profile, Click **View Material Profile**
4. To Edit a Critical Safety Item, Click **Edit**

NIIN: [REDACTED]
Item Name: [REDACTED]
Spec/Dwg Number: [REDACTED]
FIIG - Criticality: X -The item does not have a nuclear hardened feature or any other critical feature such as tolerance, fit restriction or application.
Technical Authority: _____ **Determination Date:** _____
Ship Critical Safety Item: _____
(M) Rationale: _____

To add/view Attachments [Click here](#)
To view History [Click here](#)

Figure 9.2

8 Editing the Ship CSI Indicator and Rationale

Note

The Edit button only appears for personnel with proper user access privileges.

- a. Only authorized personnel are permitted to edit SCSII NIIN Information. To update Ship CSI NIIN information click the Edit button. The user is then navigated to the Edit screen.
- b. To change the Ship CSI Indicator select either Y or N. Enter an explanation for the change in the rationale field and click the Save button. The FSC, NIIN, SMIC, Item name, and Spec DWG Number cannot be edited.

The screenshot shows a web application interface for "SCSII Determination". At the top, there is a navigation bar with tabs for "SCSII Reports", "SAR/R Worklist", "CAGE/NIIN Search", "FSC Search", "SCSII Determination" (which is highlighted), and "SAR". Below the navigation bar is a blue header with the text "SCSII Determination" and a help icon. The main content area contains the following elements:

- Instructions:**
 - (M) denotes a mandatory field
 - (CM) Conditionally mandatory
 - 1. (CM) To change the Critical Safety Item choose Yes or No
 - 2. (M) Enter Rationale
 - 3. To add/view an Attachment, Click add /view Attachments Link
 - 4. To View History, Click History Link
 - 5. To View Material Profile, Click View Material Profile
 - 6. To save the record, click Save
 - 7. Click Cancel to exit
- NIIN:** [Redacted]
- Item Name:** [Redacted]
- Spec/Dwg Number:** [Redacted]
- FIIG - Criticality:** X -The item does not have a nuclear hardened feature or any other critical feature such as tolerance, fit restriction or application.
- Technical Authority:** [Redacted]
- Determination Date:** [Redacted]
- (CM) Ship Critical Safety Item:** Yes (dropdown menu)
- (M) Rationale:** [Large text area for entering rationale]

At the bottom of the form, there are two links: "To add/view Attachments [Click here](#)" and "To view History [Click here](#)". Below these links are three buttons: "View Material Profile", "Save", and "Cancel".

Figure 10.1

- c. A blank Ship CSI indicator cannot be saved, in these cases where the user is only viewing the data without the intention of updating the Ship CSI indicator, use the Cancel button to exit the page.
- d. Each time the record is saved the Technical Authority and Determination Date fields are automatically updated with the user name and current date of the person that saved the changes. Also, the previously displayed data is saved to a historical record. The record must be saved to update the Ship CSI Determination record.
- e. To view or add attachments to the Ship CSI Determination record, click the "To add/view Attachments Click here" link.
 - 1. To view previously uploaded documents, click the link under the File Name heading, see.
 - 2. To add an attachment click the Add Attachment button this navigates the user to an upload attachment page. Upload the attachment following the onscreen directions.
 - 3. Click the Cancel button to return to the previous page.
 - 4. To delete a previously uploaded file click the Delete button and following the onscreen directions.



Figure 10.2

- f. To view the history of changes click the "To view History" link. A view of previously entered data will be presented showing previous entries, this will show who made changes to the Ship CSI Indicator, and when.
 - 1. Clicking the print button will print the displayed web page.
 - 2. Click the Cancel button to return to the previous page.

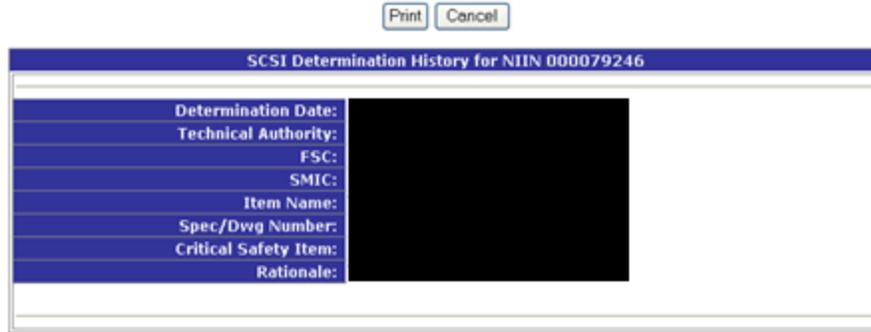


Figure 10.3

9 SUMMARY

This concludes the instruction for working with the Ship Critical Safety Item module of the PDREP application. The PDREP Customer Support Desk is available to answer additional questions or to assist in data changes or exception processing and can be contacted as follows:

| | |
|-------------|--|
| E-Mail: | webptsmh@navy.mil |
| Commercial: | (207) 438-1690 |
| DSN: | 684-1690 |
| Fax: | (207) 438-6535 |

Appendix 1: GLOSSARY

Acquisition Advice Codes: (Source DoD 4100.39-M Volume 10)

Codes indicating how (as distinguished from where) and under what restrictions an item will be acquired. (“Agency” refers to Civil Agencies with the exclusion of the General Services Administration and National Security Agency.)

Code Explanation

- A** *SERVICE/AGENCY-REGULATED (Service/Agency use only) # Issue, transfer or shipment is controlled by authorities above the ICP level to assure proper and equitable distribution. 1. The use or stockage of the item requires release authority based on prior or concurrent justification. 2. Requisitions will be submitted in accordance with Agency/Service requisitioning procedures.*
- B** *INVENTORY CONTROL POINT (ICP)-REGULATED (Service/Agency use only.) # Issue, transfer, or shipment is controlled by the ICP. 1. The use or stockage of the item requires release authority based on prior or concurrent justification. 2. Requisitions will be submitted in accordance with Agency/Service requisitioning procedure.*
- C** *SERVICE/AGENCY-MANAGED (Service/Agency use only.) # Issue, transfer, or shipment is not subject to specialized controls other than those imposed by individual Services supply policy. 1. The item is centrally managed, stocked, and issued. 2. Requisitions will be submitted in accordance with Service requisitioning procedures.*
- D** *DoD INTEGRATED MATERIEL-MANAGED, STOCKED, AND ISSUED # Issue, transfer, or shipment is not subject to specialized controls other than those imposed by the Integrated Materiel Manager/Service supply policy. 1. The item is centrally managed, stocked, and issued. 2. Requisitions must contain the fund citation required to acquire the item. Requisitions will be submitted in accordance with Integrated Materiel Manager (IMM)/Service requisitioning procedures.*
- E** *OTHER SERVICE-MANAGED, STOCKED, AND ISSUED (For Service use only if Secondary Inventory Control Activity Level of Authority (SICA LOA) is 8D and Non-consumable Item Material Support Code (NIMSC) is 6.) Issue, transfer or shipment is not subject to specialized controls other than those imposed by the Service requisitioning policy. 1. The item is centrally managed, stocked, and issued. 2. Requisitions may require a fund citation and will be submitted in accordance with the Service requisitioning procedures.*
- F** *FABRICATE OR ASSEMBLE # (NON-STOCKED ITEMS) National Stock Numbered items fabricated or assembled from raw materials and finished products as the normal method of support. Procurement and stockage of the items are not justified because of low usage or peculiar installation factors. Distinctions between local or centralized fabricate/ assemble capability are identified by the Source of Supply Modifier in the Source of Supply Column of the Service Management Data Lists.*
- G** *GENERAL SERVICES ADMINISTRATION (GSA)/CIVIL AGENCY INTEGRATED MATERIEL MANAGED, STOCKED AND ISSUED Identifies GSA/Civil Agency-managed items available from GSA/Civil Agency supply distribution facilities. Requisitions and fund citations will be submitted in accordance with GSA/Civil Agency/Service requisitioning procedures.*
- H** *DIRECT DELIVERY UNDER A CENTRAL CONTRACT # (VENDOR STOCKED) Issue, transfer or shipment is not subject to specialized controls other than those imposed by*

- IMM/Service/Agency supply policy. 1. The item is centrally managed and procured. 2. Normal issue is by direct shipment from the vendor to the user at the order of the ICP or IMM. However, orders may be shipped from stock by ICP or IMM distribution facilities when the vendor's minimum order quantity is not met, or when stocks are being drawn down. 3. Requisitions and fund citations will be submitted in accordance with IMM/Service/Agency Requisitioning Procedures. 4. Generally delivery will be made within applicable Service/Agency guidelines addressing customer required timeframe.*
- I** ***DIRECT ORDERING FROM A CENTRAL CONTRACT/SCHEDULE # (NON-STOCKED ITEMS)** Issue, transfer or shipment is not subject to specialized controls other than those imposed by IMM/service supply policy. The item is covered by a centrally issued contractual document or by any multiple-award Federal Supply Schedule, which permits using activities to place orders directly on vendors for direct delivery to the user.*
- J** ***NOT STOCKED, CENTRALLY PROCURED # (NON-STOCKED ITEMS)** IMM/Service centrally managed but not stocked item. Procurement will be initiated only after receipt of a requisition.*
- K** ***CENTRALLY STOCKED FOR OVERSEAS ONLY #** Main means of supply is local purchase or direct ordering from a central contract/schedule when the Federal Supply Schedule Number is shown in the CMD. record. Item is stocked in domestic supply system for those activities unable to procure locally due to non-availability of procurement sources or where local purchase is prohibited (e.g., ASPR; Flow of Gold; or by internal Service/Agency restraints). Requisitions will be submitted by overseas activities in accordance with Service/Agency requisitioning procedures. **NOTE:** Continental U.S. (CONUS) activities will obtain supply support through local procurement procedures.*
- L** ***LOCAL PURCHASE # (NON-STOCKED ITEMS)** Defense Logistics Agency (DLA)/GSA/Service/Agency-managed items authorized for local purchase as normal means of support at base, post, camp or station level. Item not stocked in wholesale distribution system of IMM/Service/Agency ICP.*
- M** ***RESTRICTED REQUISITIONS-MAJOR OVERHAUL (Service/Agency use only) #** Items (Assemblies and/or component parts) which for lack of specialized tools, test equipment, etc., can be used only by major overhaul activities. Base, post, camp or station activities will not requisition unless authorized to perform major overhaul function.*
- N** ***RESTRICTED REQUISITIONING-DISPOSAL (Service/Agency use only) #** Discontinued items no longer authorized for issue except on the specific approval of the Service inventory manager. Requisitions may be submitted in accordance with Service requisitioning procedures in instances where valid requirements exist and replacing item data has not been furnished.*
- O** ***PACKAGED FUELS (NON-STOCKED ITEMS)** DLA-managed and Service-regulated. 1. Item will be centrally procured in accordance with DoD 4140.25-M, Procedures for the Management of Petroleum Products, but not stocked by IMM. Long lead time required. 2. Requirements will be satisfied by direct shipment to the user either from a vendor or from Service assets at the order of the ICP or IMM. 3. Requirements and/or requisitions will be submitted in accordance with Service procedures.*
- P** ***RESTRICTED REQUISITION - SECURITY ASSISTANCE PROGRAM (SAP)** 1. Indicates item is stocked or acquired only for SAP (replaces Military Assistance Program (MAP)) requirements, or 2. Indicates item is non-stocked and materiel is ordered from the*

- contractor for shipment directly to the foreign government. 3. Base, post, camp, or station will not requisition.*
- Q** *BULK PETROLEUM PRODUCTS DLA-managed. 1. Item may be either centrally stocked or available by direct delivery under a central contract. 2. Requirements will be submitted by Military Services in accordance with IMM procedures. 3. Item will be supplied in accordance with DoD 4140.25-M.*
- R** *RESTRICTED REQUISITION-GOVERNMENT FURNISHED MATERIAL (GFM) Indicates item is centrally procured and stocked as GFM in connection with the manufacture of military items. Base, post, camp or station will not requisition.*
- S** *RESTRICTED REQUISITIONING-OTHER SERVICE FUNDED (Service use only.) For Service-managed items whereby the issue, transfer or shipment is subject to specialized controls of the funding Military Service. 1. Item is procured by a Military Service for the funding Military Service and is centrally managed by the funding Service. 2. The procuring Military Service has no requirement in its logistic system for the item.*
- T** *CONDEMNED (NON-STOCKED ITEMS) Item is no longer authorized for procurement, issue, use or requisitioning.*
- U** *LEAD SERVICE-MANAGED As a minimum provides procurement, disposal, and single submitter functions. Wholesale logistics responsibilities which are to be performed by the Primary Inventory Control Activity (PICA) in support of the SICA are defined by the SICA NIMSC code.*
- V** *TERMINAL ITEM # Identifies items in stock, but future procurement is not authorized. Requisitions may continue to be submitted until stocks are exhausted. Preferred item National Stock Number is normally provided by application of the phrase: When Exhausted Use (NSN). Requisitions will be submitted in accordance with IMM/Service requisitioning procedures as applicable. RESTRICTED REQUISITIONING-SPECIAL INSTRUCTIONS APPLY (NON-STOCKED ITEMS) Indicates stock number has been assigned to a generic item for use in bid invitations, allowance lists, etc., against which no stocks are ever recorded. Requisitions will be submitted only in accordance with IMM/Service requisitioning procedures. (This code will be used, when applicable, in conjunction with Phrase Code S (Stock as NSN(s)). It is considered applicable for use when a procurement source(s) becomes available. The Phrase Code S and the applicable "stock as" NSN(s) will then be applied for use in stock, store and issue actions.)*
- X** *SEMIACTIVE ITEM-NO REPLACEMENT (NON-STOCKED ITEMS) A potentially inactive NSN which must be retained in the supply system as an item of supply because (1) stocks of the item are on hand or in use below the wholesale level and (2) the NSN is cited in equipment authorization documents TO & E, TA, TM, etc., or in-use assets are being reported. 1. Items are authorized for central procurement but not authorized for stockage at wholesale level. 2. Requisitions for in-use replacement will be authorized in accordance with individual Military Service directives. 3. Requisitions may be submitted as requirements generate. Repetitive demands may dictate an AAC change to permit wholesale stockage.*
- Y** *TERMINAL ITEM #(NON-STOCKED ITEMS) Future procurement is not authorized. No wholesale stock is available for issue. 1. Requisitions will not be processed to the wholesale manager. 2. Internal Service/agency requisitioning may be continued in accordance with the Service/agency requisitioning policies.*
- Z** *INSURANCE/NUMERIC STOCKAGE OBJECTIVE ITEM #Items which may be required*

occasionally or intermittently and prudence requires that a nominal quantity of materiel be stocked due to the essentiality or the lead time of the item. 1. The item is centrally managed, stocked, and issued. 2. Requisitions will be submitted in accordance with IMM/Service requisitioning procedures.

Appendix 2: Acquisition Method/Acquisition Method Suffix Codes

(Source DoD 4100.39-M Volume 10)

A code reflecting the decision of the Primary Inventory Control Activity (PICA) from a planned procurement review. A combination of two codes is required.

Acquisition Method Codes

| Code | Explanation |
|------|---|
| 1 | Suitable for competitive acquisition. |
| 2 | Suitable for competitive acquisition for the first time. |
| 3 | Acquire directly from the actual manufacturer, whether or not the prime contractor is the actual manufacturer. |
| 3 | Acquire, for the first time, directly from the actual manufacturer rather than the prime contractor who is not the actual manufacturer. |
| 5 | Acquire only from the prime contractor although the engineering data identifies the Commercial and Government Entity Code (CAGE) and part number of a source other than the prime contractor. |

Acquisition Method Suffix Code

| Code | Explanation |
|------|---|
| A | The Government's rights to use data in its possession is questionable. (NOTE: This code is only applicable to parts under immediate buy requirements and only as long as rights to data are still under review for resolution and appropriate recoding.) Valid AMCs: 1, 2, 3, 4 and 5. |
| B | Acquisition of this part is restricted to source(s) specified on "Source Control", "Altered Item" or "Selected Item" drawings/documents. Valid AMCs: 1, 2, 3, 4 and 5. |
| C | This part requires engineering source approval by the design control activity in order to maintain the quality of the part. An alternate source must qualify in accordance with the design control activity's procedures, as approved by the cognizant Government engineering activity. Valid AMCs: 1, 2, 3, 4 and 5. |
| D | The data needed to produce this item from additional sources is not physically available. Valid AMCs: 3, 4 and 5. |
| G | The Government has unlimited rights to the technical data, and the data package is complete. Valid AMCs: 1 and 2. |
| H | The Government physically does not have in its possession sufficient, accurate, or legible data to purchase this part from other than current source(s). (NOTE: This code is applicable only to parts under immediate buy requirements and only as long as the deficiency is under review for resolution and appropriate recoding.) Valid AMCs: 1, 2, 3, 4 and 5. |
| K | This part must be produced from class 1A castings (e.g., class 1 of MIL-C-6021) and similar type forgings. The part must be procured only from sources which use castings or forgings obtained from approved (controlled) source(s). Valid AMCs: 1, 2, 3, 4 and 5. |
| L | The annual buy value of this part falls below the screening threshold of \$10,000 but it has been screened for known source(s). (NOTE: This code shall not be used when |

| Code | Explanation |
|------|--|
| | screening parts entering the inventory. It shall not be assigned in preference to or supersede any other AMSC.) Valid AMCs: 1, 2, 3, 4 and 5. |
| M | Master or coordinated tooling is required to produce this part. This tooling is not owned by the Government or, where owned, cannot be made available to other sources. Valid AMCs: 1, 2, 3, 4, and 5 |
| N | This part requires special test and/or inspection facilities to determine and maintain ultra- precision quality for its function or system integrity. Substantiation and inspection of the precision or quality cannot be accomplished without such specialized test or inspection facilities. Valid AMCs: 1, 2, 3, 4 and 5 |
| P | The rights to use the data needed to purchase this part from additional sources are not owned by the Government and cannot be purchased. Valid AMCs: 1, 2, 3, 4 and 5 |
| Q | The government does not have adequate data, lacks rights to data, or both, needed to purchase this part from additional sources. Valid AMCs: 1, 2, 3, 4 and 5 |
| R | The data or the rights to use the data needed to purchase this part from additional sources are not owned by the Government and it has been determined that it is uneconomical to purchase them. Valid AMCs: 1, 2, 3, 4 and 5 |
| S | Procurement of this item restricted to limited source(s) because security classification of confidential or higher prevents public disclosure. Valid AMCs: 1, 2, 3, 4 and 5. |
| T | Acquisition of this part is controlled by QPL procedures. Valid AMCs: 1 and 2. |
| U | The cost to the Government to breakout this part and acquire it competitively has been determined to exceed the projected savings over the life span of the part. Valid AMCs: 1, 2, 3, 4 and 5. |
| V | This part has been designated a high-reliability part under a formal reliability program. Probability of failure would be unacceptable from the standpoint of safety of personnel and/or equipment. The cognizant engineering activity has determined that data to define and control reliability limits cannot be obtained nor is it possible to draft adequate specifications for this purpose. Valid AMCs: 1, 2, 3, 4 and 5 |
| Y | The design of this part is unstable. Engineering, manufacturing, or performance characteristics indicate that the required design objectives have not been achieved. Major changes are contemplated because the part has a low process yield or has demonstrated marginal performance during tests or service use. These changes will render the present part obsolete and unusable in its present configuration. Limited acquisition from the present source is anticipated pending configuration changes. Valid AMCs: 1, 2, 3, 4 and 5 |
| Z | This part is a commercial/non-developmental/ off-the-shelf-item. Valid AMCs: 1, 2, 3, 4 and 5. |

Federal Item Identification Guide (FIIG) Codes:

Criticality Codes

| Code | Explanation |
|------|---|
| C | <i>The item has critical features such as tolerance, fit restrictions or application. Nuclear hardness properties have not been determined (not valid for input).</i> |
| E | <i>The item is an Aviation Critical Safety Item/Flight Safety Critical Aircraft Part (ACSI/FSCAP) and is specifically designed to be or selected as being nuclear hard.</i> |
| F | <i>The item is an Aviation Critical Safety Item/Flight Safety Critical Aircraft Part</i> |

| <i>Code</i> | <i>Explanation</i> |
|-------------|--|
| | <i>(ACSI/FSCAP).</i> |
| <i>H</i> | <i>The item is specifically designed to be or selected as being nuclear hard (i.e., it will continue to perform its designed function in an environment created by a nuclear explosion). The item does not have other critical features.</i> |
| <i>M</i> | <i>The item is specifically designed to be or selected as being nuclear hard. In addition the item has other critical features such as tolerance, fit restrictions or application.</i> |
| <i>N</i> | <i>The item does not have a critical feature such as tolerance, fit restrictions or application. Nuclear hardness properties have not been determined (not valid for input).</i> |
| <i>S</i> | <i>The item is a non-aviation Critical Safety Item (CSI) whose failure will result in serious damage to equipment or serious injury or death to personnel.</i> |
| <i>X</i> | <i>The item does not have a nuclear hardened feature or any other critical feature such as tolerance, fit restriction or application.</i> |
| <i>Y</i> | <i>The item does not have a nuclear hardened feature but does have other critical feature(s) such as tolerance, fit restriction or application.</i> |

Material Inspection Report (MIR) Codes:

Defect Codes

| <i>Code</i> | <i>Explanation</i> |
|-----------------|--|
| <i>Critical</i> | <i>A critical defect is a defect that judgment and experience indicate would results in hazardous or unsafe conditions for individuals using, maintaining, or depending upon the product, or a defect that judgment and experience indicate is likely to prevent performance of the tactical function of a major end item such as a ship, aircraft, tank, missile, or space vehicle.</i> |
| <i>Major</i> | <i>A major defect is a defect, other than critical, that is likely to results in failure, or to reduce materially the usability of that unit of product for its intended purpose.</i> |
| <i>Minor</i> | <i>A minor defect is a defect that is not likely to reduce materially the usability of the unit of product for its intended purpose, or is a departure from established standards having little bearing on the effective use or operation of the unit.</i> |

Product Quality Deficiency Report (PQDR) Codes:

Category

| <i>Code</i> | <i>Explanation</i> |
|----------------|--|
| <i>I or 1</i> | <i>A Category 1 PQDR is described as an item that could cause loss of life or catastrophic failure of a major weapon system.</i> |
| <i>II or 2</i> | <i>Category 2 PQDRs are all those which are not Category 1.</i> |

Appendix 3: ACRONYMS

| <i>ACRONYM</i> | <i>NOMENCLATURE</i> |
|-----------------|--|
| <i>AAC</i> | <i>Acquisition Advice Code</i> |
| <i>ACQ Code</i> | <i>Acquisition Method Suffix Code</i> |
| <i>ACSI</i> | <i>Aviation Critical Safety Item</i> |
| <i>AEA</i> | <i>Approved Engineering Alternative</i> |
| <i>AIS</i> | <i>Automated Information System</i> |
| <i>APL</i> | <i>Allowance Parts List</i> |
| <i>CAC</i> | <i>Common Access Card</i> |
| <i>CAD</i> | <i>Contract Award Data</i> |
| <i>CAGE</i> | <i>Contractor and Government Entity Code</i> |
| <i>CCF</i> | <i>Component Characteristics File</i> |
| <i>COG</i> | <i>Cognizance Code</i> |
| <i>CSI</i> | <i>Critical Safety Item</i> |
| <i>ER</i> | <i>Engineering Referral</i> |
| <i>FSC</i> | <i>Federal Supply Class</i> |
| <i>GIDEP</i> | <i>Government Industry Data Exchange Program</i> |
| <i>MIR</i> | <i>Material Inspection Report</i> |
| <i>NIIN</i> | <i>National Item Identification Number</i> |
| <i>PDREP</i> | <i>Product Data Reporting and Evaluation Program</i> |
| <i>PKI</i> | <i>Public Key Infrastructure</i> |
| <i>PQDR</i> | <i>Product Quality Deficiency Report</i> |
| <i>QPL</i> | <i>Qualified Products List</i> |
| <i>SAP</i> | <i>Supplier Audit Program</i> |
| <i>SAR</i> | <i>Source Approval Request</i> |
| <i>SAR/R</i> | <i>Source Approval Request or Recommendation</i> |
| <i>SCSI</i> | <i>Ship Critical Safety Item</i> |
| <i>SDR</i> | <i>Supply Discrepancy Report</i> |
| <i>SMIC</i> | <i>Special Material Identification Code</i> |
| <i>TWH</i> | <i>Technical Warrant Holder</i> |