



**Contracting**

**ACQUISITION AND DUE-IN SYSTEM  
(ADIS)(J041)**

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This manual interfaces with AFPD 64-1, *The Contracting System*, and tells how the Acquisition and Due-In system (J041) operates. The basic manual describes the overall system responsibilities and discusses those aspects of the system logic and operation pertaining to all system customers within each Air Logistics Center (ALC). Guidance applicable to specific organizations within the ALC is in Volumes 1 through 4. This manual applies to all ALCs. It does not apply to US Air Force Reserve or Air National Guard units or members.

### **SUMMARY OF REVISIONS**

All chapters were rewritten to update processes, omit all references to keypunch operations, and to omit obsolete references to organizations; report listings have been updated, obsolete reports omitted and new reports added; redundant listing of data elements have been omitted; listing of terms and definitions have been collated and are listed in attachment 1.

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## Chapter 1

### GENERAL INFORMATION

**1.1. Introduction .** This manual describes the Acquisition and Due-In System (ADIS) (J041), its data input requirements, system operation, and handling of data and records, and output product use. This manual pertains only to the air logistics centers. The system, described more fully in paragraph 1.3 and Chapter 3, records and provides information on acquiring materiel and services through several modes, mainly by purchase request (PR/MIPR) and contract. The system has two basic functions: document tracking and status and due-in status. (The former relates to PR/MIPRs and contracts; and the latter to materiel.) Although identified as a contracting system, J041 is equally dependent upon both the contracting activity and the requirements activity for input and critical operational support. J041 supports contracting and requirements with output products (listings, stuffers, microfiche, etc.) as well as data provided to other systems. Input data to update J041 records are also received from other directorates at the ALCs. This information has a decided impact on the accuracy and currency of J041 records. J041 isn't just a contracting data system. J041 data accuracy depends upon the timeliness, accuracy and completeness of the input data. Any decisions or actions, based either totally or partially on system output products, will be adversely affected by erroneous, incomplete, or untimely data input. Properly operated and updated by all involved elements, J041 is a useful tool in discharging mission responsibilities related to or aided by acquiring materiel or services through contract and several other methods. Some of the broad categories of support are:

- 1.1.1. PR/MIPR (including automated PR) document status.
- 1.1.2. Solicitation document status.
- 1.1.3. Contract (preaward phase) document status.
- 1.1.4. PR/MIPR line item status, regardless of whether they are material or services.
- 1.1.5. Contract due-in status of line items for material, including provisioning contract line items and exhibit line items, but excluding maintenance repair/overhaul contract line items. Also equipment items, bought by AFMC offices other than the ALCs, are included.
- 1.1.6. Due-in status of material acquired from selected non contractual sources, including reclamation projects, other services long supply assets, bailment/loan returns, and contract terminations.
- 1.1.7. Manufacturing management surveillance (contractor performance status).
- 1.1.8. Contract file management (status of contract completion in the post award phase).
- 1.1.9. Purchase history (record of each purchase of a stock numbered item).
- 1.1.10. Periodic detail and summary reports of potential and actual document and line item delinquencies, delinquency rates, work load accomplishment (volume and dollar value), and other management and operational products.
- 1.1.11. Transfer of assets from site to site and other agencies.
- 1.1.12. Information to other data systems to support their requirements.

**1.2. Layout of this Manual** . AFMCMAN 64-104 is made up of three volumes. Volume I has general guidance relating to the overall system operation; other volumes deal with a specific functional area. The following is a guide to the functional interest of each volume.

1.2.1. Volume 2, Contracting Activities Operating Procedures. Applies to the buyers.

1.2.2. Volume 3, Contracting Information Processing. Contains all J041 updating procedures for Contracting not included in Volume 2.

### **1.3. System Scope and Objective.**

1.3.1. Scope. The J041 system has evolved over the years from several data systems into one highly integrated data system. It gives acquisition document and material due-in status. It also provides indirect support by furnishing critical data to other systems/processes, requirements computations, standard pricing, etc. Some of the more important functions J041 supports are:

1.3.1.1. PR/MIPR document tracking and status reporting. This includes internal, incoming and outgoing PR/MIPRs.

1.3.1.2. Solicitation document tracking and status reporting.

1.3.1.3. Document tracking of contracts/orders in the contract preparation phase.

1.3.1.4. Due-in status of material on PR/MIPR, replenishment contracts, and provisioning contracts.

1.3.1.5. Due-in status of material being obtained from other services' long supplies, reclamation projects, contract terminations, and due back from bailment/loan agreements.

1.3.1.6. Contract status in the postaward phase, including contract completion reporting and associated contract file management.

1.3.1.7. Purchase history. A record of each stocknumber item acquired through contract action, including provisioning orders.

1.3.1.8. Due-in status of other than ALC funded and purchase equipment items coming into the Air Force Inventory.

1.3.2. Exclusions. The following acquisition actions are excluded from the J041 system:

1.3.2.1. Classified PR/MIPRs and contracts.

1.3.2.2. Operational Contracting local purchase PR/MIPRs and contracts

1.3.2.3. Post award line item data on maintenance (repair/overhaul) contracts and fuels contracts.

1.3.2.4. Data line item requirements (such as that required on DD Form 1423).

1.3.3. Objectives. The overall J041 system objective is to provide Contracting and Requirements personnel accurate acquisition information, and to provide acquisition data support to AFMC and ALC organization's data systems and processes. The following subobjectives are contained within this general objective:

1.3.3.1. Provide timely and accurate information on the current status of PR/MIPRs, solicitations, and contract documents from initiation of the PR/MIPR through contract award. Included in this

information will be identification of delinquencies and potential delinquencies, as well as statistical information for management.

1.3.3.2. Provide timely and accurate due-in data identified to an individual stock number. This information is used to support IM supply decisions as well as in support of several requirements computations.

1.3.3.3. Provide historical data, by stock number, regarding past contract actions. The buyer uses this information as a guide in future contract actions and management uses it as a data base for special studies on past contract activity.

1.3.3.4. Provide current status of contracts in postaward to ensure timely manufacturing surveillance and file close-out actions.

1.3.3.5. Provide capability to operate a Surge Action between ALCs to equalize workloads. Spares Acquisition Integrates with Production (SAIP) will be used.

**1.4. Organization and Location Identity Codes.** This system requires the use of several different organization and location codes to satisfy information input and product requirements. The major codes referenced in this manual, together with their source (prescribing directive) and application within J041 are:

1.4.1. DOD Activity Address Code (DODAAC). Specified in DOD Activity Address Directory, DOD 4000.25D (AFR 400-12 provides cross reference of name/organization to code). Used to identify:

1.4.1.1. "Ship To" address.

1.4.1.2. "Issued By" address.

1.4.1.3. Buying Office.

1.4.1.4. Contract Administration Office (CAO).

1.4.1.5. Initiating activity field of PR number.

1.4.1.6. Initiating activity field of MIPR number.

1.4.1.7. Initiating activity field of requisition number.

1.4.2. Activity Address Number. Specified in DOD FAR Supplement Appendix G. Used to identify the purchasing office in the first six positions of the PIIN and the first two positions of the SUPP PIIN.

1.4.3. Accounting and Disbursing Station Number (ADSN) (AFR 172-1). Used to identify finance offices.

1.4.4. Federal Supply Code for Manufacturers. Used to identify contractors and contract facilities in the United States and Canada.

1.4.5. Nongovernment Organization Codes for Military Standard Contract Administration Procedures (MILSCAP). Used to identify contractors and contractor facilities.

**1.5. Recommending Changes to the System.** The J041 system has evolved from several earlier systems. Most of this evolution is due to recommendations made by system customers. Customers, system monitors, and ALC management should review the system in operation and recommend changes to

increase the system value and/or decrease operation costs. Depending on circumstances involved, recommendations or requests should be prepared and forwarded according to one of the following:

1.5.1. System not operating as Designed. Examples of this are input transactions not processing properly, computer records not being updated properly, or erroneous output data. Report the problem, with supporting data, via a formal ADS Discrepancy Report, AFMC Form 831, RCS:MTC-CI (AR)7614 to OL-AG MSC/SJD. Send an information copy of the deficiency report to HQ AFMC/PKS.

1.5.2. Request for Changes. Prepare and send requests for changes to system logic; data content of input transactions, system records, output products; or system operating procedures according to AFR 700-3. Include draft changes to affected pages of this manual with any requested change(s), including those resulting from a formal suggestion. Local ALC contracting/requirements analysts shall assist in preparing draft changes, if assistance is required. Depending on the nature of the change requested, send the request as outlined below; send an information copy of all requests to HQ AFMC/PKS:

1.5.2.1. Send requests related to PR/MIPR processing within the requirements activity or related to miscellaneous acquisitions, provisioning contracts, and due-in assets information to HQ AFMC/XRI.

1.5.2.2. Send requests related to PR/MIPR processing within Contracting, solicitation actions, contract preaward actions, contract history, contract production surveillance, contract file maintenance, or any other request, which can not be identified to one of the above groups, to HQ AFMC/ PKS.

## Chapter 2

### RESPONSIBILITIES

**2.1. General.** For the System to function efficiently, management and operating personnel, both at the headquarters and within each ALC, must perform their responsibilities in a timely and objective manner. This is especially critical in view of the ever increasing system complexities, logistics dynamics, and the interdependence between organizations for data input to J041 by one organization which affects products provided to one or more other organizations. General J041 responsibilities, assigned to various directorates within AFMC and each ALC, are identified below. Each volume to this manual, when appropriate, will more definitely specify and assign responsibilities applicable to that volume.

#### 2.2. HQ AFMC.

##### 2.2.1. Contracting will:

- 2.2.1.1. Function as HQ AFMC office of primary responsibility (OPR) for the system.
- 2.2.1.2. Develop and issue policy guidance on the operation of and staffing for J041 within each ALC contracting activity.
- 2.2.1.3. Ensure continuity between J041 system specifications and higher headquarters/HQ AFMC contracting policies and procedures.
- 2.2.1.4. Receive and process requests for system changes affecting contracting operations.
- 2.2.1.5. Process requests for system changes (AFR 700-3).
- 2.2.1.6. Process requests for local additive products (AFR 700-3).
- 2.2.1.7. Ensure all affected headquarters activities coordinate on proposed system changes.
- 2.2.1.8. Control and set the cycle standards under each cycle.
- 2.2.1.9. Take part in conferences, production tests, and other meetings required by design development, implementation, operation, and revision of J041. Depending on circumstances, such meetings may be held at headquarters or at the ALCs.
- 2.2.1.10. Provide ALC assistance, including assistance visits, as required.
- 2.2.1.11. Develop and provide user documentation for Contracting activities.

##### 2.2.2. Requirements Activities will:

- 2.2.2.1. Function as HQ OPR for all J041 matters pertaining to the Requirements Activities.
- 2.2.2.2. Develop and issue policy guidance on the operation and staffing for J041 within the ALC requirements activity.
- 2.2.2.3. Ensure continuity between J041 system specifications and higher headquarters/HQ AFMC requirements activities policies and procedures.
- 2.2.2.4. Receive and process requests for system changes affecting requirements activity operations.
- 2.2.2.5. Process requests for system changes (AFR 700-3).

- 2.2.2.6. Process requests for local additive products (AFR 700-3).
  - 2.2.2.7. Ensure all affected headquarters activities coordinate on proposed system changes.
  - 2.2.2.8. Take part in conferences, production tests, and other meetings required by design development, implementation, operation, and revision of J041. Depending on circumstances, such meetings may be held at headquarters or at the ALCs.
  - 2.2.2.9. Provide ALC assistance, including assistance visits, as required.
  - 2.2.2.10. Develop and provide requirements activity with user documentation.
- 2.2.3. Information Systems 652 CCSG/SC.
- 2.2.3.1. Serve as pilot development activity for J041, doing all related tasks, such as designing, programming, documenting, testing, implementing, and maintaining the system in an operational status.
  - 2.2.3.2. Ensure continuity between this manual and the complementing data automation document, AFMCM 171-123.
  - 2.2.3.3. Process Communications-Computer Systems Requirements Documents (CSRDs).
  - 2.2.3.4. Develop testing, training, and implementation plans and documentation, as needed, in support of system development/revision activity, requesting support, when appropriate, in executing such plans.
  - 2.2.3.5. Process Discrepancy Reports (DRs) (AFMCR 171-30).
  - 2.2.3.6. Ensure compliance with AFMCR 171-86.
  - 2.2.3.7. Perform surveillance and assistance visits to processing sites, as required.
  - 2.2.3.8. At the request of HQ AFMC deputates cited above, help in developing data automation requirements and data project directives specifying J041 changes.
  - 2.2.3.9. Provide timely notification to system customers of system changes affecting them.

### **2.3. Air Logistics Centers.**

- 2.3.1. Contracting Activity will:
- 2.3.1.1. Provide adequate staffing to support the J041 operation within the ALC contracting activity. This includes such tasks as coding and on-line remote system input, distribution, and use of system products; handling and research of source documents; and analysis of system operations, input and outputs.
  - 2.3.1.2. Ensure timely preparation and input of J041 file maintenance actions.
  - 2.3.1.3. Ensure timely distribution and use of J041 products within the contracting activity.
  - 2.3.1.4. Ensure necessary orientation and training for contracting activity personnel regarding J041 operation, input preparation, product use, and system impact on the contracting mission.
  - 2.3.1.5. Prepare and process requests for system changes in accordance with AFR 700-3). When system changes would affect other directorates within the ALC, coordinate with affected director-

ates before sending the request to HQ AFMC. Include draft changes to affected pages of this manual with all change requests.

2.3.1.6. Make sure contractor identification codes are obtained for each contractor that receives an award, according to Defense Logistics Information Systems (DLIS), as appropriate.

2.3.1.7. Report all system operating problems, together with analysis and supporting documents, to the programming activity. Use AFMC Form 831. Send an information copy to HQ AFMC/PKS. (RCS: MTC-CI(AR) 7614 applies)

2.3.1.8. Prepare and process requests for one time and recurring local additive products (AFR 700-3).

2.3.1.9. Develop and implement such local procedures as may be required to supplement, but not duplicate, this manual. Annually, send one copy to HQ AFMC/PKS to ensure current copies are available.

2.3.1.10. Provide such representation as may be required at meetings/conferences in support of J041 development/ change operation.

2.3.1.11. Organize a task group to maintain a matrix for each cycle with local milestones and days.

#### 2.3.2. Requirements Activity will:

2.3.2.1. Provide adequate staffing to support the J041 operation within the ALC requirements activity. This includes such tasks as coding and on-line remote system input, distribution, and use of system products; handling and research of source documents; and analysis of system operations, inputs, and outputs.

2.3.2.2. Ensure timely preparation and input of J041 file maintenance actions.

2.3.2.3. Ensure timely distribution and use of J041 products within the requirements activity.

2.3.2.4. Ensure necessary orientation and training for requirements activity personnel regarding J041 operation, input preparation, product use, and system impact on the contracting mission.

2.3.2.5. Prepare and process requests for system changes in accordance with AFR 700-3). When system changes would affect other directorates within the ALC, coordinate with affected directorates before sending the request to HQ AFMC. Include draft changes to affected pages of this manual with all change requests.

2.3.2.6. Report all system operating problems, together with analysis and supporting documents, to 652 CCSG/SC. Use AFMC Form 831. Obtain DR control number from the contracting activity J041 OPR. Send an information copy to HQ AFMC/PKS.

2.3.2.7. Prepare and process requests for one time and recurring local additive products (AFR 700-3). Coordinate with local contracting activity J041 OPR.

2.3.2.8. Develop and implement such local procedures as may be required to supplement, but not duplicate, this manual. Annually, send one copy to HQ AFMC/PKS to ensure current copies are available.

2.3.2.9. Provide such representation as may be required at meetings/conferences in support of J041 development/ change operation.

### 2.3.3. Data Automation SC will:

- 2.3.3.1. Schedule and operate the J041 ADP system according to AFMCM 171-123, providing staffing to ensure operation continuity.
- 2.3.3.2. Set up and maintain the J041 program library according to AFMCM 171-123 and any other guidance that may be provided in each J041 transmittal letter.
- 2.3.3.3. Receive and process requests for one time and recurring local additive products (AFR 700-3).
- 2.3.3.4. Ensure continuity of scheduling between J041 and interfacing systems (e.g. D035A, J023, etc.)
- 2.3.3.5. At the request of the local ALC requirements activity and/or contracting activity provide analysis support of suspected system problems and development of change proposals.
- 2.3.3.6. Provide analysis support required by the AFMC J041 system development activity.
- 2.3.3.7. Ensure timely preparation and distribution of J041 products.
- 2.3.3.8. Take part in testing and training activities at the request of the AFMC system development activity.
- 2.3.3.9. Provide timely notification to system customers of system changes being implemented.

### 2.3.4. Competition Advocacy will:

- 2.3.4.1. Provide adequate staffing to support the J041 operation within the ALC Competition Advocacy. This includes such tasks as coding, key edit, and on-line remote system input, distribution, and use of system products; handling and research of source documents; and analysis of system operations and outputs.
- 2.3.4.2. Ensure timely preparation and input of J041 file maintenance actions.
- 2.3.4.3. Ensure timely distribution and use of J041 products within Competition Advocacy.
- 2.3.4.4. Ensure necessary orientation and training for requirements activity personnel regarding J041 operation, input preparation, product use, and system impact on the contracting mission.
- 2.3.4.5. Prepare and process requests for system changes in accordance with AFR 700-3). When system changes would affect other directorates within the ALC, coordinate with affected directorates before sending the request to HQ AFMC. Include draft changes to affected pages of this manual with all change requests.
- 2.3.4.6. Report all system operating problems, together with analysis and supporting documents, to 652 CCSG/SC. Use AFMC Form 831. Obtain DR control number from the contracting activity J041 OPR. Send an information copy to HQ AFMC/PKS.
- 2.3.4.7. Prepare and process requests for one time and recurring local additive products (AFI 33-104). Coordinate with local contracting activity J041 OPR.
- 2.3.4.8. Develop and implement such local procedures as may be required to supplement, but not duplicate, this manual.
- 2.3.4.9. Provide such representation as may be required at meetings/conferences in support of J041 development/ change operation.

## Chapter 3

### J041 SYSTEM DESCRIPTION

**3.1. What the System Does.** ADIS has three main objectives: maintaining the data related to acquisition documents (PRs, MIPRS, and contracts) in process; maintaining data regarding the due-in status of material being acquired through other selected modes; and providing a historical record of contracting data for legal, research, and validation purposes. J041 accomplishes these objectives through a series of computer programs which, using manually prepared transactions and data provided by other data processing systems, sets up and maintains various master records; prepares output products used in various aspects of the logistics process; and provides selected data to other AFMC data processing systems. To describe the system in a simplified way, it must be separated into three segments: pre-award, post-award, and purchase history, with each segment having slightly different data coverage and functions.

3.1.1. Pre-Award. The preaward segment of ADIS is mainly concerned with tracking the progress of acquisition documents (PR, MIPR, solicitation, contract preparation) and the items on those documents, from the time the PR/MIPR is started or received (from an external source) until it is awarded on contract or is otherwise completed. This will be further described by tracing an internally generated and processed PR through the various steps to contract award. Also, depending on the specific document, the requirements activity steps, outlined below, basically apply to outgoing PR/MIPR documents; the contracting activity steps outlined basically apply to incoming PR/MIPR documents.

3.1.1.1. PR Phase. This phase begins in the requirements activity with the start of the PR and continues through signature coordination, and ends when the PR package is sent to contracting activity. During this period, input transactions (coordination data and line item detail transactions) establish the system PR master record, establish the line item record(s), and update these records as actions occur. If the PR is amended before release to contracting activity, input of the amendment data will cause immediate update of the system record to reflect the changes caused by the amendment. Upon completion of all required coordination, the requirements component will make sure the PR package is complete and forward it to contracting activity for more processing; this action is communicated to the system by input of the R-coordination data and the system then changes the PR status to "intransit to contracting activity."

3.1.1.2. Intermediate Phase. During this phase, PR/MIPR control routes the PR package together with a system-generated history of past purchases of the item to contracting activity. The PR is assigned to a buyer, for determination of the contracting cycle to be used, and assignment of a solicitation number. Milestone (MS) transactions 00, 01, and 02 are input into J041 to update the system with the appropriate Buyer code and solicitation information.

3.1.1.3. Solicitation Phase. This phase begins with preparation of a solicitation document (or documents) for those item(s) on the PR. The buyer sends the solicitation to prospective contractors and evaluates the resultant bids and proposals when received. The milestones associated with this phase-03, 04, 05, and 06, are optional. Input to J041 of the MS 07 transaction signals the end of this phase with assignment of a Contract Line Item Number.

3.1.1.4. Contract Preaward Phase. Inputting the MS 07 transaction advises the system that a contractor has been selected and that a contract is being prepared. This phase also includes finalizing the contract (signature, review, reproduction, etc.) and preparing and inputting contract abstract data which detail the contract, financial, and line item(s) information needed to complete

preaward reporting requirements and to build the postaward record for future contract actions. Inputting the MS 11 transaction advises the system that the contract has received final distribution and, if all necessary abstract data have been input, will trigger release of the contract, financial, and line item records to the postaward segment of the system.

3.1.1.5. Mechanized Contract Actions. PRs, solicitations, and contracts may be mechanically prepared by the Automated Purchase System (J023), mainly for EOQ items. In these cases, J023 establishes and updates J041 records and provides most of the data required for J041, to the extent that the action started by J023 is continued in the mechanized mode. This later qualification is necessary since the mechanized mode may be changed to a manual mode at any time during the acquisition process and, after the change to manual mode, all subsequent data required must be manually input directly into J041.

3.1.1.6. Definitization Actions. Several types of award actions (letter contracts, unpriced BOA orders, and some change orders) require further definitization, notably price and/or schedule, subsequent to award for the initial document. When data input to the system prior to the award of the initial document identify this condition, the system will automatically establish and begin tracking the definitization cycle and automatically output milestone transactions for the definitization action.

3.1.2. Postaward. The post-award segment of J041 is oriented to reporting the status of completion of locally awarded contracts/orders and the due-in status of the Air Force materiel/property which is the IM responsibility at the processing site. As explained in more detail below, maintaining contract/order status is primarily for contracting activity surveillance and manufacturing management purposes, while maintaining materiel/property due-in status is primarily for support of the IM in requirements and computations and making supply decisions. Following is a more complete explanation of the various types of acquisition actions entering the postaward segment of the system and the major actions which cause update of these records.

3.1.2.1. In addition to locally awarded contracts/orders, the postaward segment of the system maintains records of the following acquisition actions:

3.1.2.1.1. Provisioning orders.

3.1.2.1.2. Category I MIPRS.

3.1.2.1.3. Reclamation projects.

3.1.2.1.4. Interservice supply support program.

3.1.2.1.5. Bailment/loan agreements.

3.1.2.1.6. Termination inventory.

3.1.2.2. Establishing post-award records.

3.1.2.2.1. For locally awarded contracts/orders, mechanical feed from the preaward segment of the system establishes the postaward records. This also applies to outgoing MIPRS designated Category I acceptance by the other service or agency.

3.1.2.2.2. For provisioning orders, contracting activity manually inputs the order to post-award at the system manager (SM) ALC and then mechanically feeds line item records for those items prime (IM) at other ALCs to the appropriate IM ALC through DSN.

3.1.2.2.3. The requirements activity manually inputs miscellaneous acquisition actions to the Post award segment of the system at the IM ALC.

3.1.2.2.4. For outgoing MIPRs designated Category II acceptance by the other service/agency, the J041 data input clerk inputs the resultant other service/agency contract/order data to the Pre-award segment of the system. J041 mechanically feeds the records to post-award.

3.1.2.3. Contract Modifications. J041 data entry personnel will update system records to reflect revised contract information contained within the system. Examples of such changes are acceleration/deceleration of delivery schedules, destination changes (ASIs), unit prices, partial terminations, etc.

3.1.2.4. File Maintenance Actions. The following primary transactions show progress towards completing the acquisition cycle. While all of the transactions listed below apply to contracts/orders, only 3.1.2.4.2.) below applies to miscellaneous acquisitions:

3.1.2.4.1. Shipment Transactions. The ALC contracting activity receives either a copy of each shipping document or a Shipment Performance Notice (SPN) prepared on each contract/order for which that office is the purchasing activity. Based on Volume 4, the J041 data input clerk posts a shipment transaction to update the contract line item record and establish a shipment history record.

3.1.2.4.2. Receipt transaction. Based on input of a debit voucher, the appropriate stock control system (D035A, D035K, or D034A) generates a receipt transaction to J041 which updates the applicable contract order or miscellaneous acquisition record.

3.1.2.4.3. Payment Information. Weekly, the Central Procurement Accounting System (H103) provides transactions reflecting disbursements, against contracts since the previous reporting cycle and current unliquidated obligations on those contracts.

3.1.2.4.4. Contract Completion Statements. The CAO prepares the contract completion statement which identifies physical, financial, and/or administrative completion of a contract. For those contracts administered by Defense Contract Management Area Operations (DCMAO), the CAO will send the statement to the purchasing activity through AUTODIN. These statements are used to update/closeout J041 contract records.

3.1.3. Procurement History. The objective of the history segment of J041 is to provide a record of each contract action against a stock-numbered item of supply. The pre-award segment of the system establishes history records at the time of contract award and subsequently the post-award segment provides price updates and selected shipment data. Manual input may also establish contract records. The information is retained and provided both on a programmed basis and in response to interrogations. A minimum of five years' contracting item history is contained in the active history file.

**3.2. How System Records are Organized.** Records within J041 are primarily oriented either to the PR/MIPR number, contract number, or to the stock number. With a few minor exceptions, all system inputs contain one of these numbers as the control, data element. Contracting management must place great emphasis on the accurate coding of these elements in system input, since failure to do so will not only cause exceptions but, more seriously, may result in the wrong record being updated.

**3.3. Who the System Serves.** The primary customers of J041 are located within the ALC requirements activity and contracting activity. J041 also provides information to the Competition Advocate and other data systems which, in turn, also support these organizations.

3.3.1. Within the requirements activity, the primary J041 customers are the IM industrial specialists, and the requirements data branch. IMs use J041 output to determine the status of their in process PR/MIPRs for replenishment spares, to determine status of their items due-in from contract or miscellaneous acquisition sources, and to identify potential sources for satisfying immediate requirements. Industrial specialists use J041 output to determine the status of maintenance, repair and overhaul PR/MIPRS. The Requirements Data Branch, as the primary requirements activity component responsible for maintaining J041, uses the system products in maintaining a current and responsive system posture. J041 output data also provides assistance to other requirements activity activities such as reclamation, and provisioning.

3.3.2. Within the contracting activity, the primary J041 customers are the buyers, the production specialists, and the data systems branch. The system provides the buyer and administrative personnel with past contract data to be used as guidance in making current buys, a record of current PR/MIPR status, advance notice of pending actions (which will become delinquent if not completed) and options (which will expire if not taken). Production specialists use J041 output data to monitor progress towards completing contracts, ensure proper CAO surveillance of contractor performance, update the system to reflect delinquencies and start production follow-up as required. The data systems branch, as the primary contracting activity component responsible for maintaining J041, uses the system products in maintaining a current and responsive system posture.

3.3.3. Various J041 products are periodically provided to management in both the ALC requirements activity and contracting activity, as well as some products to HQ AFMC counterparts. These products show various summaries of activity, such as workload accomplishments, delinquency rates, exception rates, and dollar value of actions. These products will be used as aids in isolating and correcting operational and procedural problems.

**3.4. Processing Frequency.** J041 is designed to operate on a five workday per week basis and will normally be operated at that frequency. If a given ALC decides a different frequency is desired, the following actions will be taken:

3.4.1. Requirements activity, contracting activity and Comptroller personnel within the ALC will jointly develop a processing plan and coordinate it at the directorate level:

3.4.2. The plan must cover the following:

3.4.2.1. A full daily cycle, at a minimum, must be run each processing cycle. Due to internal system linkage, the system can't be split (for example, preaward only, or postaward only) for processing purposes.

3.4.2.2. Positive procedures must be established to ensure input tapes from daily operating systems interfacing with J041 are properly controlled and input when J041 runs. Guidelines must also be established to ensure J041 sends the required data to all systems interfacing with J041.

3.4.2.3. After completion and coordination, send the plan to 652 CCSG/SC for review prior to execution.

**3.5. Collecting and Validating Data.** To the extent feasible, J041 validates (edits) all data input to it. Validation takes several forms, and the J041 system may validate any one data element in more than one way before being accepted. The most common validation is for field fill and alphanumeric characteristics. The coding and data entry instructions in each volume identify which transaction data fields may be blank under what conditions and, if filled, what type of data each must contain. Other validations are between two or more different data elements within the same transaction and between data elements within a transaction and those in the record which the transaction is trying to update. If an inconsistency is detected, the system will either suspend or reject the transaction and print it on an exception listing product with a code and/or message which identifies the invalid data element or condition. These codes and messages, together with an explanation of possible causes of the exception, are in an attachment to the volume containing the procedures for input of the transaction. Data entry personnel must correct and resubmit these exceptions as soon as possible since one invalid transaction may cause several otherwise valid transactions to be suspended or rejected. J041 edits selected data elements against predetermined tables.

**3.6. Control Data Used Within the System.** Control data are those data within the system records which provide a unique identity for any given record. In J041, this requirement for unique identity also extends to subordinate records. Listed below are the major control data elements within J041. Unless otherwise specified in the coding and data entry instructions, whenever these data elements are called for, they will be used as control data:

- 3.6.1. PR/MIPR number, amendment number, line item number.
- 3.6.2. Solicitation number, line item number.
- 3.6.3. Purchase instrument identification number (PIIN), supplementary PIIN, contract/exhibit line item number, destination (Ship To).
- 3.6.4. Reclamation project number, line item number.
- 3.6.5. MILSTRIP document number.
- 3.6.6. Shipment number.
- 3.6.7. ACRN.
- 3.6.8. Delivery schedule date.
- 3.6.9. NSN.

**3.7. Stocklist Change (SLC) Processing.** J041 receives stocklist change actions from the Item Manager Wholesale Requisition Process System (D035A) and immediately processes them against J041 records. The specific actions taken depending on whether loss of IM prime responsibility is involved.

3.7.1. If prime IM responsibility doesn't change, the system immediately updates the IM records with the new stocklist data. Also, if the purchasing office (PO) ALC is different from the IM ALC, J041 mechanically provides the new stock number and IM code to and updates the J041 record at the PO ALC.

3.7.2. If IM prime responsibility is transferred by the stocklist change, to another ALC IM, the following actions occur:

- 3.7.2.1. For PR/MIPRs in process (not awarded on contract) J041 will send a dummy due-in record to the gaining IM ALC J041 for due-in reporting purposes. When the contract is awarded,

the losing ALC J041 will send the contract item record to the gaining IM ALC, J041 and the gaining ALC will delete the dummy PR/MIPR record.

3.7.2.2. J041 immediately transfers contract (post-award) item records to the gaining IM ALC J041. If the losing ALC is not the PO, the system also sends a record to the PO ALC's J041, identifying the gaining IM ALC. If the losing ALC is the PO, no further action is required.

3.7.2.3. J041 is programmed to immediately send Miscellaneous acquisition records to the gaining IM ALC

3.7.2.4. The losing J041 sends acquisition history records to the gaining IM ALC during the monthly Stocklist change (SLC) prime loss processing cycle.

**3.8. Volume Transfer of Items.** J041 is specifically designed to treat item responsibility transfers according to SLC procedures, regardless of volume involved. In those instances where the nature of the transfer or the organization involved make use of SLC procedures impractical, the J041 system development activity will participate with other affected organizations in developing and executing a programming plan and will develop special J041 computer programs as needed to satisfy the unique conditions of the transfer.

**3.9. Transfer of Purchasing Office (PO) Responsibility.** When PO responsibility for a contract transferred between ALCs, regardless of whether item management responsibility is transferred, the system will mechanically move PO J041 system records to the gaining ALC PO by input of the gaining PO identity at the ALC which is losing PO responsibility.

## Chapter 4

### J041 DATA EXCHANGE WITH OTHER SYSTEMS

**4.1. General.** Besides the data that are manually input to J041 at an ALC, other data systems provide large volume of J041 data input at that ALC. Additionally, data is provided by J041 and other systems operating at other ALCs, and by systems external to AFMC. The following paragraphs identify these other systems which provide data to J041, explain the nature of data provided, identify J041 outputs to other data systems, and describe the data passed between J041 systems operating at different ALC processing sites.

**4.2. J041 Inter-ALC Data Movement.** Three situations cause mechanical flow of data from J041 at one ALC to J041 at a second ALC:

4.2.1. One ALC buys an item for which another ALC has IM responsibility. Most acquisitions of this type are provisioning actions, although, nonprovisioning buys may also be handled this way. In this case, J041 at the PO ALC sends the applicable line item records to J041 at the IM ALC. Amended shipping instructions (entered at either the PO or IM site), advance shipment notices (entered by the PO), and receipt notices (entered at the IM site) subsequently update both sets of records. SLCs which change either stock number or IM responsibility may also update the records.

4.2.2. When SLC action reflects transfer of IM responsibility, initial actions are taken according to paragraph 3.7. If the gaining IM is not collocated with the PO, subsequent update would be as specified in 4.2.1. above. If the gaining IM is collocated with the PO the losing IM record is deleted and no further exchange of data is required.

4.2.3. Transfer of PO responsibility to another ALC. In this instance, J041 generates a complete set of contract records to the gaining ALC PO and will delete the records from the losing ALC, except that line item records for those items prime at the losing PO will be retained as IM records, with subsequent updating as specified in 4.2.1. above.

**4.3. J041 Interface with Other Data Systems.**

4.3.1. ACPS. Automated Contract Preparation System.

4.3.1.1. Daily ACPS feeds preaward, postaward and history transactions to J041.

4.3.1.2. Daily J041 sends the BZI4D6 preaward status file to ACPS.

4.3.2. C001 (AFEMS)/C008-USAFA Equipment Data Bank. J041, through AUTODIN to SM-ALC, provides C001/C008 with all due-in assets, PR/MIPR and contracts, that have an equipment management code (EMC) of 3, 4, or 5 (ERRC coded S and U). Excluded are items identified as foreign military sales (FMS).

4.3.2.1. Daily, items which have action are transmitted by M024 to SM-ALC.

4.3.2.2. Quarterly, or as required, a complete load file is transmitted by M024 to SM-ALC.

4.3.3. D035A Stock Control and Distribution System Four types of data are interfaced to the D035A system:

4.3.3.1. On a weekly basis J041 produces due-in asset overlays showing the prime due-in assets. It provides several balances; for example, a total contractual due-in field, total PR/MIPR due-ins,

and a schedule of due-ins (regardless of type) by current month, current month plus 30 days, current month plus 60 days, current month plus 90 days, and a remainder due-in.

4.3.3.2. On a daily basis, J041 produces the direct/ diverted shipment transaction (ZK/ZQ) derived from PJJ transactions showing the direct/diverted accounts.

4.3.3.3. Daily, J041 furnishes D035A ZP transactions reflecting terminated items. These transactions inform D035A that the requisition should be honored on some other contract in view of the termination.

4.3.3.4. Daily, J041 produces D8B/D9B transactions covering receipt/reversal of bailed items.

4.3.3.5. Daily D035A sends D4/D6 receipt transactions.

4.3.3.6. J041 transactions containing stock numbers are selected (during input collection for interface to D035A) (formerly D143B) whereby the stock number is edited, indexed, and stock control data are appended to the record prior to return. J041 is then indicated as a user of that stock number for subsequent SLC actions. This interface is made on daily basis.

4.3.3.7. J041 ERST transactions to establish or delete J041 as a user in the D035A system. These transactions are generated upon receipt of SLC transactions from D035A where no matching records can be found on J041 files (delete transactions) or when receipt transactions (D4s) are provided to J041 by D035A and J041 isn't recorded as a user of the particular stock number (establish ERSTS)

4.3.3.8. On a daily basis, D035A indexes, edits, and appends stock control data to the transactions. This file contains all the J041 transactions containing stock numbers that J041 selected in the pre-D035A phase.

4.3.3.9. On a weekly basis, D035A furnishes J041 with SLC transactions for national stock numbers which J041 is recorded as a user. During one week of the month, this file contains stock number changes/prime losses. The other weeks the file contains principally stock control changes NC to Federal stock number assignments only.

4.3.3.10. On a daily basis, the J041 will receive AMC/AMSC codes, when available, on all EA transactions (PR), and weekly on SLC actions.

4.3.4. D035J Financial Inventory Accounting. Weekly, J041 provides the C/MA Cross Reference Data file, (Stock Number to Line Item Cross Reference), to D050 to pick up the fund code for material receipts. This allows a check of the J041 fund code against the D050 budget code.

4.3.5. D035T Packaging and Transportation Data Maintenance System. Provide a copy of the J041 contract/ miscellaneous acquisition "A" master file (postaward) as of the 10th of each month. These data are used to identify items scheduled for delivery and requiring packaging data.

4.3.6. D041 Recoverable Consumption Requirements System:

4.3.6.1. Quarterly, J041 provides the D041 system with an overlay for all prime stock numbers ERRC coded C, T, or L. This overlay reflects the due in assets, by quarters, for a four year period. Any quantity scheduled beyond four years or any quantity not having a definitized delivery schedule will be shown in the balance field. Also, overlay records generated from PRs and bailment items will show the due-in status in the balance field.

- 4.3.6.2. Quarterly, J041 will provide administrative lead time/production lead time (ALT/PLT) and national stock number.
- 4.3.6.3. Annually, J041 will provide PLT for purchases of the previous six months.
- 4.3.7. D043 Master Item Identification Control System Semiannually, 15 July and 15 January, D043 will send J041 selected data for all AF managed items by Prime ALC
- 4.3.8. D062 ALC Nonrecoverable Item Requirements Computation Process (ERRC Coded N or P):
  - 4.3.8.1. Four times per month, containing due-in asset overlays showing the prime and diverted due-in assets ( except line items from surplus dealers.)
  - 4.3.8.2. On a quarterly basis, records containing the due-in assets, identified as war readiness material (WRM). The due-ins are reported by quarter for a two-year period. Also, contractor delivery schedules for all items on order. Quantities will extend through 36 months plus remainder.
  - 4.3.8.3. Monthly PLT/ALT.
  - 4.3.8.4. On an annual basis, records containing PLT data.
- 4.3.9. D067. Inter Service Supply Support Procedure System. Supplies requisition data on miscellaneous due-in assets to J041.
- 4.3.10. D075 Logistics Management Data Bank Monthly J041 sends D075 a copy of the J041 postaward master files.
- 4.3.11. D087E Weapon System Management Information System.
  - 4.3.11.1. Monthly J041 passes D087E the postaward A1 Master file and the Post award PR/MIPR Reference master file. This is used to compute the Total Projected Serviceable Asset Position.
  - 4.3.11.2. Monthly J041 provides Category I and II Due-In assets requirements to OC-ALC. D087 uses this report in the Get Well Assessment Module Problem Indicator Report Due-Ins on Contract.
- 4.3.12. D200 Requirements Data Bank (RDB)
  - 4.3.12.1. RDB will provide the projected buy data as of 31 Mar and 30 Sep from the RDB Economic order quantity CSIS final cycle for use by J041. The tape file is created at each ALC no later than 48 days after the end of the quarter.
  - 4.3.12.2. J041 will provide RDB a monthly tape containing the stock number's date of last purchase, production leadtime and unit price.
  - 4.3.12.3. Daily J041 will send type 3 and 4 records of the BZI4D6 file to RDB for use in conjunction with H103 data on the Planning Programming and Budgeting System Enhanced Funds Tracking data base.
  - 4.3.12.4. Quarterly J041 will provide RDB with 24 quarters of due-in information.
  - 4.3.12.5. Semiannually, for March and September data, D200 will generate a tape containing buy/budget costs by NSN for the J041 system.
- 4.3.13. D220 AFMC Provisioning System. D220 updates the PPCO SPIIN and inputs a Final Provision Item Order (PIO). The PIOs will be forwarded to Contracting for attachment of SF Form 30 and

distribution. With output of the final PIO, a tape file is produced for input to J041. Input of the PIO transaction will not occur until a SF Form 30 has been received by the Contracting Office.

4.3.14. E841 Manpower Productivity and Projection System. Provides the J041 Special Completions file to the E841 system monthly. This tape file contains data representing all documents awarded in the past processing month. Key data elements provided are: contract number, type instrument, dollar value, and contract award date.

4.3.15. G017 Depot Maintenance Equipment Program System. Daily J041 sends G017 a copy of the BZI4D6 tape. G017 process on the 14th and 28th of each month at each ALC.

4.3.16. H052, Consolidated Purchasing History Information System. Daily the J041 history master file from each ALC will be used to provide consolidated AFMC history information to the Department of Commerce. This file will also provide price variation information for Air Force Stock Fund items to USAF and organizations within AFMC. AFMCM 171-240 will define details of the system, operated at HQ AFMC (for RCS: DD-COMP(Q)1434).

4.3.17. H103 Central Procurement Accounting System.

4.3.17.1. H103 furnishes J041 payment notices every Friday and end of month by tape. These notices (PV2s) will reflect disbursed amounts, unliquidated obligations, and indications of final payments.

4.3.17.2. J041 provides, on an as required basis, a copy of the Composite Pre-Award Status File (BZI4D6) to H103.

4.3.17.3. J041 sends, on an as required basis, an extraction of all Type 1 records from the Post-Award Master File. CPAS will use the records to match open PRs in J041 and CPAS, and produce exception reports of discrepancies.

4.3.18. J001 Procurement Action Reporting System. The DD Form 1057 summary transactions, output by J041 is the Monthly Contracting Summary of Actions \$25,000 and Less, RCS: DD-ACQ(M)1015, are sent to J001 at HQ AFMC for reports compilation for HQ USAF and DOD.

4.3.19. J011 AMIS System at ASD. J041 provides monthly procurement history updates.

4.3.20. J014 Mechanized Bidders List System. Daily, J041 will provide J014 with new PR/MIPR items by NSN with AMC/AMSC codes of 11G or 2G

4.3.21. J018. On a daily basis J041 extracts data from the preaward, postaward, and history masters and feeds this data to J018. This information provides on-line interrogation of J041 data.

4.3.22. J023 Automated Purchase System:

4.3.22.1. The J023 system generates input transactions to the J041 system on a daily basis. These transactions are the image of manual inputs and do the same processing as regular PR/MIPR processing, including (1) establishment of a document master; (2) PR coordination distribution; (3) establishment of PR or delivery order line item master; and (4) consolidation of multiple document line items under one document control number (DCN).

4.3.22.2. On a weekly basis, the J041 history processing automatically feeds contract award data for ALC items to the J023 system. This record includes manager designator code, stock number, contractor identity, manufacturer's part number, and contract award date.

4.3.23. M024 AUTODIN and On-Base Data Transmission Interface with Data Processing Systems. J041 inter-ALC communication records are moved by M024 and AUTODIN on a daily basis:

4.3.23.1. Daily, M024 interfaces data to J041 from the J041 system at another ALC through AUTODIN. Also included are payment notices from H103 at off-base funding ALCs.

4.3.23.2. Data moved includes prime ALC line item records from the PO upon initial establishment/change, shipment transactions generated from receipts at a prime ALC to the PO, PO transfer actions, PR/MIPR line item records to the prime ALC, etc.

4.3.23.3. Contract Closeout Notices (PK9/Z) are received daily over M024 from contract administration offices.

4.3.24. Q072 Information Center OO-ALC only. J041 sends Q072 a copy of all the J041 master files for read/access only for file matching, queries and reporting.

4.3.25. W001 Security Assistance Management Information System. J041 passes W001 contractor shipment and shipment adjustment information.

**4.4. Mechanized Data Received from Activities External to AFMC.** At the present time, only Shipment Performance Notice(s) or the Contract Completion Statement is mechanically forwarded to J041 from sources outside AFMC. The contract administration activity having ACO responsibility for the contract prepares this transaction. It is then sent to the ALC having PO responsibility for the contract. (See Volume 3, chapter 7, for more information.)

**4.5. Post Award Master File (Copy) Sent to Department of Commerce Monthly.** Defense Price Index Project, RCS: DD-COMP(Q)1434 applies.

**4.6. Data Transmission and Communication.** J041 data moving between ALC processing sites will flow through AUTODIN and/or AUTOTRANS.

STEPHEN L. DAVIS  
Director of Contracting

## Attachment 1

### GLOSSARY OF ABBREVIATIONS, ACRONYMS, AND TERMS

#### *Abbreviations and Acronyms*

**ACDS**—Automated Contract Data Services

**ACI**—Amendment Control Indicator

**ACO**—Administrative Contracting Office

**ACPS**—Automated Contract Preparation System

**ACRN**—Accounting Classification Refer Number

**ADI**—Acquisition Due-In

**ADIS**—Acquisition Due-In System

**ADO**—Amended Delivery Order

**ADP**—Automatic Data Processing

**ADR**—Accelerated Delivery Request

**ADSN**—Accounting/Disbursing Station Number

**AFSF**—Air Force Stock Fund

**ALC**—Air Logistics Center

**AMC**—Acquisition Method Code

**AMIS**—Acquisition Management Information System

**AMOC**—Actual Method of Contracting

**ARO**—After Receipt of Order

**ARPAP**—Advance Research Project Agency Program

**ASI**—Amended Shipping Instruction

**BOA**—Basic Ordering Agreement

**BP**—Budget Program

**BPA**—Basic Purchasing Agreement

**BPAC**—Budget Program Activity Code

**BSB**—Buyer-Section-Branch

**BVCT**—Best Value Contracting Tool

**CAGE**—Commercial and Government Entity Code

**CAO**—Contract Administration Office

**CFY**—Current Fiscal Year

**CFY**—Current Fiscal Year

**CHIP**—Comprehensive History Interrogation Process  
**CI**—Control Identification  
**CICA**—Competition in Contracting Act  
**CLIN**—Contract Line Item Number  
**CMD**—Catalog Management Data  
**CON**—Contract  
**CSIS**—Central Secondary Item Stratification  
**D/PM**—Directorate of Contracting and Manufacturing  
**DBA**—Data Base Administrator  
**DCMAO**—Defense Contract Management Area Office  
**DCMC**—Defense Contract Management Command  
**DCMD**—Defense Contract Management District  
**DFAS**—Defense Finance Accounting Service  
**DLA**—Defense Logistics Agency  
**DOD**—Department of Defense  
**DODAAD**—Department of Defense Activity Address Directory  
**DODIC**—Department of Defense Identification Code  
**DOLP**—Date of Last Price  
**ELIN**—Exhibit Line Item Number  
**EMC**—Equipment Management Code  
**EOM**—End of Month  
**EOQ**—Economic Order Quantity  
**ERRC**—Expendability, Recoverability, Repairability Category  
**ESD**—Estimated Shipping Date  
**FA**—First Article  
**FAR**—Federal Acquisition Regulation  
**FFRDC**—Federally Funded Research and Development Corporation  
**FIC**—Format Identifier Code  
**FOB**—Free On Board  
**FSC**—Federal Supply Class  
**FSN**—Federal Stock Number  
**FUC**—Forecast Unit Cost

**FY**—Fiscal Year  
**GBL**—Government Bill of Lading  
**GFAE**—Government-Furnished Aeronautical Equipment  
**GFE**—Government-Furnished Equipment  
**GFM**—Government-Furnished Material  
**GFP**—Government-Furnished Property  
**GSA**—General Services Administration  
**ID**—Identification  
**IDSS**—Inquiry Delivery Schedule Status  
**IDT**—Indefinite Delivery Tape  
**IM**—Item Manager  
**IMDC**—Item Manager Designator Code  
**IMS**—Inventory Management Specialist  
**IPD**—Issue Priority Designator  
**IPP**—Industrial Preparedness Program  
**IPPL**—Industrial Preparedness Program List  
**IPT**—Initial Production Evaluation  
**ISI**—Initial Shipping Instruction  
**ISSP**—Inter-Service Supply Support Procedures  
**MBL**—Mechanized Bidders List  
**MDC**—Manager Designator Code  
**MFG**—Manufacturing  
**MIPR**—Military Interdepartmental Purchase Request  
**MMAC**—Materiel Management Acquisition Code  
**MMC**—Materiel Management Code  
**MPC**—Materiel Program Code  
**MS**—Milestone  
**NCB**—National Codification Bureau  
**NSN**—National Stock Number  
**O&M**—Operation and Maintenance  
**O/H**—Overhaul  
**OPR**—Office of Primary Responsibility

**PCO**—Purchasing Contracting Office  
**PEC**—Price Evaluation Code  
**PHR**—Purchase History Record  
**PIIN**—Purchase Instrument  
**PIO**—Provisioned Item Order  
**PKXD**—Data Systems Branch  
**PO**—Purchasing Officer  
**POM**—Program Objective Memorandum  
**PPD**—Procurement Processing Date  
**PR**—Purchase Request  
**PS**—Production Sample  
**QPL**—Qualified Products List  
**RCS**—Requirements Computation Suppression  
**RDT&E**—Research, Development, Test, and Evaluation  
**RNCC**—Reference Number Category Code  
**RNVC**—Reference Number Variance Code  
**SAIP**—Spares Acquisition Integrated with Production  
**SC**—Supply Class  
**SC&D**—Stock Control and Distribution  
**SG**—Supply Group  
**SIIC**—Service Item Control Center  
**SLC**—Stocklist Change  
**SM**—System Manager  
**SN**—Stock Number  
**SOL**—Solicitation  
**SPM**—Special Project Manager  
**SPN**—Shipment Performance Notice  
**SRAN**—Stock Record Account Number  
**SSD**—Systems Support Division  
**SUPP-PIIN**—Supplementary Purchase Instrument Identification Number  
**TI**—Type Instrument  
**VSL**—Variable Safety Level

**WIMM**—Weapons Integrated Materiel Manager

**WRM**—War Reserve Materiel

### *Terms*

**Abstracting**—The act of selecting information from a source document and the method of transcribing and/or encoding it for subsequent input to the system.

**Action Code**—Identifies to the system the action desired on a given input transaction-

**Active Contract**—Any awarded contract with any outstanding element of contractor performance, payment, or administrative closing action.

**Active Line Item**—Total of all line items which are not marked complete as of the report date-These include firm or nonfirm schedules and those line items which have been shipped complete, but are awaiting price definitization.

**ADIS**—Short title for Acquisition and Due-In System.

**Administrative Leadtime**—The actual elapsed time from initiation of a PR/MIPR action to the award of a contract.

**Automated Data Processing (ADP) Point**—A central location for several CAOs to provide or obtain various data processing-A six-position alphanumeric code is established in J041 from the DOD Directory of Contract Administrative Service Components, DOD DLAH 4105.4.

**Branch/Section/Buyer (BSB) Code**—A three-digit code unique to the central buying function at each ALC-It identifies the contractual document to the buying function at each ALC-It identifies the contractual document to the buying branch (first digit), buying section (second digit), and buyer (third digit).

**Buying Activity or Buying Office**—That activity or office which issues a contract or order.

**Buying Office Code**—A six-digit alphanumeric Department of Defense Activity Address Directory (DODAAD) code, identifying the ALC or other buying activity (command/service/agency) having procuring contracting officer (PCO) responsibility for a given contract/delivery order or supporting the CAT I MIPR requirement.

**Category I Military Interdepartmental Purchase Request (MIPR)**—Supplies or services purchased on a contract funded by the buying activity, or when appropriate, furnished from stock-The supplies or services are delivered and the requiring agency later reimburses the buying activity-J041 retains data records solely by the outgoing MIPR number since no contract is received at the ALC.

**Category II Military Interdepartmental Purchase Request (MIPR)**—The buying activity receiving the MIPR awards a contract citing the requiring agency funds-A contract is received by the coordinated contracting function and is entered into J041, tying MIPR requirements to the contract-Payments using requiring agency funds are issued directly to the contractor.

**Closed Contract**—A contract on which all contractor and government obligations and administrative actions have been completed.

**Closed Contract**—A contract with all actions completed-This includes completion of performance of services, required deliveries, final payment, and all actions required to be accomplished by the Purchasing Office (PO) and Contract Administration Office (CAO).

**Complete Contract Termination**—When this occurs (Type Instrument T or V), all applicable line items will be identified with a T, termination for default, or with a V, termination for convenience, in the terminated indicator field-A complete termination requires the contractor to stop all work under the contract upon receipt of the Notice to Terminate or on the date specified in the notice.

**Contract Administration Office (CAO)**—An office responsible for field level administration of contracts after issuance-A military department or agency office which does assigned functions related to administering assigned postaward functions-Included in this definition are all geographic and plant-type organizations of the military department engaged in doing field administration services.

**Contract Closeout Extension (CCE) (5EB)**—An action taken by the PO to extend the closeout date in the J041 system after system requirements have been met to close out the contract and a Contract Closeout Notice has been generated-

**Contract Closeout Notice**—(5EB) The means by which the J041 system advises the PO that contract closeout has been completed-This statement is the basis for the PO to close out its files.

**Contract Closing Condition Group**—Identifies contract conditions used to determine mechanical contract file closeout in the J041 system.

**Contract Closing Time Group**—Identifies the contract conditions used to determine the time period standard for mechanical contract file closure in the J041 system.

**Contract Delivery Date Revision Agent (CDDRA)**—That contracting party, either government (G) or contractor (K), having primary control over the condition(s) causing delay or an anticipated delay in meeting the contract delivery schedule-When control cannot be determined, the unknown (U) code shall be used-It is used in the first position of the "Delay Reason Code."

**Contract Line Item Number (CLIN)**—Contract line items within a contract will consist of four numeric digits, 0001 through 9999, and will be numbered sequentially but not necessarily consecutively-The subline item will be numbered by adding to the basic line item number two alpha characters-Procedures are in DOD FAR Sup 204.7103-2 and 204.7104-3.

**Contract Termination**—The different termination conditions are discussed as follows: Partial Termination-Cancellation of less than the total quantity on a contract or contract line item-Complete Termination-Complete cancellation of a contract.

**Contracting Cycle Standard**—The time standard established for completing the action required in a given contracting cycle.

**Contracting Cycle**—A categorization of a given contract action which results from combination of the nature and/or dollar value of the action and competitive status of the item(s) involved.

**Contracting Officer (CO)**—The government official having signature authority and responsibility on a contractual instrument.

**Contractor code -Manufacturer Name**—CAGE Code used to identify a particular manufacturer

**Contractor Code**—A five-digit alphanumeric code as specified in Cataloging Handbooks H4-1 and H8-1 to identify a specific contractor/contractor facility.

**Control Field or Control Data**—That field or fields (and data it or they contain) which are used within the system to sequence or order transactions, records, and products.

**Coordination Activity Code**—A one digit code which identifies a specific ALC component required to

coordinate on a PR/MIPR or amendment during the requirements document processing.

**Cutoff Date**—Any date chosen by the interrogator to indicate specific line items that will be delinquent if not shipped by this date.

**Date to be Closed**—A date which is computer generated to indicate the time for closing physically completed contracts based on the contract closing time group and physical completion date-The date may reflect an extended date (see attachment 1).

**Days Delinquent**—Pertains to line items wherein the contractor shipment did not meet the contract delivery schedule-Current delinquencies on status products are computed from the oldest unsatisfied schedule date to the date the output product is generated-Failure by the ALC to either receive notice of Shipment (normally DD Form 250, Material Inspection and Receiving Report) from the contractor or to effect timely posting of the shipment notice contributes to an erroneous delinquency report-In the case of production history, days delinquent is computed by comparing the schedule date to the date shipment was made, or in the event material is delivered to the prime account before input of the PJJ, the date received minus 15 days is used as the shipment date.

**Delay Reason Code (DL/CD)**—Either a two-digit alpha entry on products which show a combination of the Contract Delivery Date Revision Agent (first position) and Reason for Contract Delivery Date Revision (second position), e.g., KA; or a three digit alphanumeric entry on products which show a combination of the Contract Delivery Date Revision Agent (first position) and the MILSCAP Reason for Revised Delivery Forecast (second and third position), e.g., GA1.

**Delayed Closing Reason**—The factor(s) contributing to the delay in closing contract files within established time standards-Codes shown on the Contracts to be Closed Report (5WF) and Closed Contracts (5WE) refer to the data element code, Reason for Delayed Closing of Contract File.

**Delayed Closing**—The term applied to contract status when the contract has not been closed within the established time standard.

**Delete Code**—A code, appearing in an input transaction, which directs the system to remove a previously established record or suspended transaction.

**Delinquent Line Items**—Those line items whose "days delinquent" count is greater than 15 days.

**Document Age**—With regard to PR/MIPRs being processed by Contracting, the elapsed time from the date the document was received in Contracting (per system input) to the date of the product reflecting the age-On reworked PR/MIPRs, aging doesn't include time in rework-Also, if the reason for return results in resolicitation (exception reasons 82, 83, 84, 85, 87, or 8J) the document is aged from the date of return to Contracting-Additionally, certain exception reason codes stop document aging.

**Dormant Funds**—A condition existing when no payment has been made within 90 days after a scheduled delivery was due or after a delivery was made.

**Excess Funds**—Unliquidated amounts remaining on contracts after final payment has been completed by the disbursing/ payment office-These funds are indicated on a Contract Completion Statement (DD Form 1594)-PK9 (Contract Completion Statement) is received from the CAO through the (AUTODIN).

**Exhibit Line Item Number (ELIN)**—ELINs can be readily identified from CLINs by the existence of alpha characters in the first position of the four position field-The subline item will be numbered by adding two alpha characters to the basic line item number-Procedures are in DOD FAR Sup 204.7105-2.

**Extent of competition Code**—Identifies the specific authority within 10 United States Code 2304(c) and Federal Acquisition Regulation (FAR) on which a given contract action was based.

**Final DD Form 250**—, Material Inspection and Receiving Report-Shipment number suffix Z is shown in Block 2 to indicate that all shipments are completed and that it is the final report.

**Final Payment**—J041 considers a contract as paid complete when ALC funds contain zero unliquidated funds as the result of accumulated payment notices.

**Formal Action Code (FA)**—A one-digit alpha code which identifies formal government reaction to a delinquency, Codes and their explanations are in attachment 2.

**FSC**—See National Stock Number

**Function Identifier Code (FIC)**—Transaction identifier.

**Hardware Items**—Follow-on replacement of replenishment spare parts for operational support.

**Interim Closeout Statement**—Contract Administration Office advises that their actions are complete, but some PCO actions are still required for final closeout-Interim PK9 may not be required by contracts in contract closing time group A.

**Item Coding Cost**—The cost of obtaining a contractor recommendation regarding the continued applicability of the method of the purchasing code assigned to a given stock number.

**Item Criticality Code (IC)**—A code that is used to trigger a mechanical advance criticality stuffer-The code is used to flag and follow up on an item, by requirement, that is either critical or becoming critical to Air Force mission support.

**Kind of Contract (KC)**—A one-digit alphanumeric code which groups contracts into several general categories, mainly to arrange records for output on selected products and for data summarization.

**Line Item Due Delivery**—Total of all line items whose last shipped date falls between the last reporting date and the current processing date and whose line items are identified as delinquent.

**Management Designator Code (MDC)**—An alphanumeric three-position code identifying the item manager (IM) or system manager (SM) having management responsibility for a stock-numbered item.

**Milestones**—Predefined steps in a given purchase-Used to identify progress of an acquisition document towards completion of purchase action.

**MILSCAP**—Military Standard Contract Administration Procedures (DOD 4000.25.5.M).

**Multiple Buys**—With respect to competition, more than one noncompetitive buy within a defined period.

**National Stock Number**—Identifies a part for the purpose of acquisition, stock and issue-Consists of a four digit Federal Supply Class (FSC) code plus the nine digit national item identification number (NIIN) and a two digit material management code.

**NIIN**—See National Stock Number

**Nonapplicable Indicators**—Coordination activity codes entered on the Coordination transactions to identify those requirements activities not required to coordinate on a given PR/MIPR.

**Noun**—Name of title given to items of material and equipment.

**NSN**—National Stock Number.

**Offers Received**—The number of bids, quotes, or proposals the Government receives in response to a given solicitation action.

**Option and Option Date**—As used within J041, alerts contracting that a contract option exists and identifies the date by which the option must take place.

**PCO**—Purchasing contracting officer.

**Physically Completed Contract**—A contract is physically completed when the contractor has completed the required deliveries of supplies and the government has inspected and accepted such supplies, the contractor has performed all services and the government has accepted such services; or notice of complete termination has been given the contractor by the government-Facilities contracts, rental, use, and storage agreements are considered physically complete when a notice of complete termination has been issued or the contract period has expired.

**PIIN or PII Number**—Purchase instrument identification number. The DOD standard expression of a contract/order number.

**PR/MIPR**—Purchase request/military interdepartmental purchase request.

**Preferred National Stock Number**—The item determined by research to be most desirable and/or satisfactory in meeting a specific USAF requirement, to be procurable, authorized for purchase, and suitable for use in place of any other item within the I&S group. Only one master item is assigned for each I&S group.

**Production Leadtime**—The actual elapsed time from award of a contract to delivery of the first production quantity. First production quantity must be at least 10 percent of the total line item due-in quantity.

**Provisioning Items**—Initial spares that are planned to support new production weapon systems reaching Air Force inventory.

**Reason for Contract Delivery Date Revision (RFCDDR)**—A one-digit alpha code representing the reason delivery was not made according to the contract delivery schedule. It is the second position of the Delay Reason Code.

**Reason for Revised Delivery Forecast**—A two-digit alphanumeric code representing the reason delivery was not made according to the contract delivery schedule. It is the second and third positions of the Delay Reason Code.

**Revised Delivery Forecast (RDF)**—The best estimate of the contractor/CAO when the quantity of a line item scheduled under contract will be delivered to the free on board (FOB) point. Use of the RDF does not replace or revise the contract delivery schedule, which can be replaced only by a formal contract modification. It is also used to record an accelerated delivery schedule.

**Scheduled Production Leadtime**—The time from the contract award to the first delivery scheduled on the contract.

**Solicitation Number**—The unique control number assigned to a given solicitation action.

**Source Document**—Any document from which data are extracted or which is used in preparing input to the system.

**Standard Unit Price**—DOD computed price that DOD charges its customers.

**Status Code**—A code entered in a file maintenance transaction which specifies the phase of contracting the affected records are in at the time of transaction input, e.g., A = PR; B = Solicitation; C = Contract.

**SUPP PIIN**—Supplemental purchase instrument identification number. A number appended to the basic PIIN which identifies either a contract modification or a call/order against the contract.

**Surveillance Criticality Designator (SCD)**—Identifies the degree of importance to the government of the supplies being purchased based on justification supplied by the requirements activity. The CD is determined during the contract preparation by the PCO according to criteria in FAR Part 42.1105.

**Transaction Code**—A one or two digit code, appearing on some J041 input transactions, which defines the format of the transaction and the file maintenance action desired.

**Unclosed Contract Status (UCS)**—Advice furnished by the CAO when a contract is not closed within 15 days after the end of the month following the month it was due to close (45 to 75 days). The CAO forwards an unclosed contract status report advising the PO of the reason(s) for delay and the new target date set for closing.

**Unliquidated Obligation**—The amount of money which is the difference between the amount obligated and the amount disbursed on the contract, as adjusted by any authorized discounts and/or variances.

## Attachment 2

### FORMS

#### Table A2.1. Forms.

Standard Form 18, Request for Quotations.

Standard Form 26, Award/Contract

Standard Form 33, Solicitation, Offer, and Award.

DD Form 250, Material Inspection and Receiving Report.

DD Form 375, Production Progress Report.

DD Form 375-2, Delay in Delivery (Flash Notice).

DD Form 448, Military Interdepartmental Purchase Request.

DD Form 448-2, Acceptance of MIPR.

DD Form 1149, Requisition and Invoice/Shipping Document.

DD Form 1155, Order for Supplies or Services.

DD Form 1348, DOD Single Line Item Requisition System Document (Manual).

DD Form 1348-1, DOD Single Line Item Release/Receipt Document.

DD Form 1594, Contract Completion Statement.

AF Form 923, Requisition Worksheet.

AF Form 3056 Termination Authority.

AFMC Form 36, Purchase Request.

AFMC Form 95, Issue Request.

AFMC Form 111, Reclamation Save List.

AFMC Form 200, Acceleration Delivery Request.

AFMC Form 270, Request for Issuance of Shipping Instructions.

AFMC Form 314, Purchase Request (Central Contracting Mechanized).

AFMC Form 326, Provisioned Item Order (with Delivery Schedule).

AFMC Form 339, Due-In Assets Status Record.

AFMC Form 453, Buyer Data Abstract.

**Attachment 3**

**LIST OF J041 OUTPUT PRODUCTS**

**Table A3.1. Output Products.**

File ID/PCN/ RCS/DSN	Full Title	Media Class	Freq/ As of Date/ Due Date	Copies	On/Off Base Recipients
A-J041.-14A-Q2-820	Quarterly Inter-ALC Reconciliation	List/U	Q/2 WD/ IWD	1	ALC Local Distribution to Functional Users
A-J041.-26A-D2-820	Daily Non-Numeric Exception Report	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-3EA-D2-820	Daily PR/MIPR File Maintenance Action	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-3EG-M2-820	Monthly Summary Of Workdays Used to Coordinate on Completed PR/MIPRS	List/U	M/EOM/ 1WD	1	ALC Local Distribution to Functional Users
A-J041.-3EJ-W2-820	Weekly Summaries of Workdays Used to Coordinate on Completed PR/MIPRS	List/U	WK/ EOW/ 3 CD	1	ALC Local Distribution to Functional Users
A-J041.-3EN-M2-820	Monthly Process Time for Delinquent PR/MIPRS	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4DA-D2-820	Daily PR/MIPR Status	Fiche/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-4DB-W2-820 RCS: MTC-CI(W)8303	Weekly Pre-Award Master File	Fiche/U	WK/ EOW/ 3 CD	4	ALC MSC/SJD ALC/FMI ALC/PKXD* OL-AG MSC/SJD
A-J041.-4HX-D2-820	Daily List of Exceptions	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-4JA-D2-820	Daily PR/MIPR Error List	List/U	D/D/D	1	ALC Local Distribution to Functional Users

A-J041.-4JB-D2-820	Daily PR/MIPR Intransit Report	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-4JC-D2-820	Daily Pre-Award Activity	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-4JD-D2-820	Daily Contract Award and CLIN Updates	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-4JE-D2-820	Procurement Status by Buyer	List/U	M/ EOM/ I WD	1	ALC Local Distribution to Functional Users
A-.J041.-4JF-D2-820	Daily PR/MIPR Delinquency and Rework Lists Parts I, II, III, IV	List/U	M/ EOM/ I WD	1	ALC Local Distribution to Functional Users
A-.J041.-4JJ-D2-820	Special IG Identical SN in Procurement Process	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-.J041.-4JX-D2-820	Daily PR/MIPR Errors	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-.J041.-4JY-D2-820	Daily PR/MIPR Coordination Status (Parts 1 and 2)	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-.J041.-4PA-W2-820	Weekly Procurement Workload Report (Parts 1, 2, and 3)	List/U	WK/ EOW/ 3 CD	1	ALC Local Distribution to Functional Users
A-.J041.-4PB-W2-820	Weekly Contract Completions Report	List/U	WK/EOW/ 3 CD	1	ALC Local Distribution to Functional Users
A-.J041.-4PC-W2-820	Weekly Purchase Request Completions Report	List/U	WK/EOW/ 3 CD	1	ALC Local Distribution to Functional Users
A-.J041.-4PD-W2-820	Monthly Completion Cycle Data	List/U	WK/EOW/ 3 CD	1	ALC Local Distribution to Functional Users
A-J041.-4PE-W2-820	Weekly PR/MIPR Cancellations & Deletions	List/U	WK/EOW/ 3 CD	1	ALC Local Distribution to Functional Users

A-J041.-4PJ-W2-820	IM/SM Weekly Status Report	List/U	WK/EOW/3 CD	1	ALC Local Distribution to Functional Users
A-J041-4PK-W2-M20	J041 Weekly Transaction Register	Fiche/U	WK/EOW/3 CD	1	ALC Local Distribution to Functional Users
A-J041.-4PT-M2-820	Program Execution Review	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TA-M2-820	Monthly Summary of FM to PK Intransit Time	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TB-M2-820	Monthly Line Item Statistical Summary	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TC-M2-820	Monthly Minority Business Enterprise Summary for Awarded Contracts	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TD-M2-820	Coordinated Procurement Report	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TE-M2-820 RCS: MTC-PK(M)7701	Central Procurement Workload Reports Part A, B, C, and D	List/U	M/EOM/I WD	2	ALC Local Distribution to Functional Users HQ AFMC/PKX
A-J041.-4TF-M2-820	Monthly Summary of PR/MIPRs and Amendments Completed	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TG-M2-820	Monthly Report of PR/MIPRS Awarded	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TH-M2-820	Monthly PR/MIPR Awards Cancellations	Fiche/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
A-J041.-4TJ-M2-820	Monthly WRM (D to P) Funds for Stock Fund Items	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users
J041.-4TK-M2-820	Monthly 57-6 Report	List/U	M/EOM/I WD	1	ALC Local Distribution to Functional Users

A-J041.-4TL-M2-820	Monthly PR/MIPR Cancellations and Deletions	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4TM-M2-820	Monthly PR/MIPR Workload Report	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4TN-M2-820	Monthly Report of Reworked Documents	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4TO-M2-820	Monthly Report of Urgent PR./MIPRs	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4TP-M2-820	Monthly PR Rework Status and Management Summary by MDC and Division	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4TS-M2-820	Production Count Report	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4VA-M2-820	Directorate Monthly Summary of Contract Awarded	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4VC-M2-820 RCS: MTC-PK(M)7702	Procurement Action Summary	List/U	M/EOM/1 WD	2	ALC PKXD HQ AFMC/PKX(Part II)
A-J041.-4VD-M2-820	Monthly Milestone Action	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4VE,-M2-820	Monthly Exception Reason Code Analysis	List/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users
A-J041.-4VF-M2-820	Contracts With Desitination Acceptance	List/U	M/EOM/D1 W	1	ALC Local Distribution to Functional Users
A-J041-4VJ-M2-820	DD Form 1057 Actions	Tape/U	M/EOM/1 WD	1	ALC Local Distribution to Functional Users

A-J041.-4XB-M2-820 RCS:DD-ACQ(M)1015 HQ AFMC/PKX	Monthly Contracting Summary of Actions \$25,000 or Less	List/U	M/EOM/1WD	2	ALC Local Distribution to Functional Users
A-J041.-5BA-D5-850	MILSCAP Month to Date Counts	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5DA-D5-850	Daily Contract/MIPR Item Transaction Register	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5DB-W5-850	D035A Stock Number Exceptions	List/U	15th/Thurs After EOM	1	ALC Local Distribution
A-J041.-5DC-W5-850	Erroneous and Suspended PV2 Payment Notices	List/U	W/Thurs/ICD	1	ALC Local Distribution to Functional Users
A-J041.-5DD-D5-850	Erroneous and Suspended PK9/PKZ Completion Notices	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5DE-D5-850	Erroneous and Suspended PJA Exceptions	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5DF-D5-850	MILSCAP Process Error Listing	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5DG-D5-850	MILSCAP Abstract Statistics by Recipient	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5EB-D5-850	Contract Completion/Extended Notice	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5EC-D5-850	PR/MIPR Contract Completion/Extended Close-out Notice (CAT I)	Stuffer	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5ED-D5-850	CAO Excess Funds Notification	Stuffer	D/D/D	1	ALC Local Distribution to Functional Users

A-J041-5EE-D5-850	Assets shipped/To Be Shipped to Contractors-Poss Loan	Stuffer	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5EG-Q5-850	Dormant Contract Funds (PK Actions)	Stuffer	Semi-annual 1 Aug, 1 Feb	1	ALC Local Distribution to Functional Users
A-J041.-5EH-Q5-850	Dormant Contract Funds	Stuffer	Semi-annual 1 Aug, 1 Feb	1	ALC Local Distribution to Functional Users
A-J041.-5EI-D5-850	J041 Misc-Exception Control Report	Stuffer	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5EJ-W5-850	J041 Misc-Item Exception Control Report	Stuffer	W/Thurs/1 CD	1	ALC Local Distribution to Functional Users
A-J041.5E4-D5-880	Flash Notice	Stuffer	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-5FA-D5-850	Due-In Assets Status Record by Stock Number Within MDC	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5FB-D5-850	Due-In Assets Status Record by Document Number	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5GA-D5-850	Post Award Master	Fiche/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5GB-D5-850	Erroneous and Suspended Transactions	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5GC-D5-850	Non-suspended Transaction Exception Report If Transaction Code = MXA	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-5GD-D5-850	J041/H103 Recon	List/U	As Req/1 WD	1	ALC Local Distribution to Functional Users

A-J041.-5HA-W5-850	J041 Overlay Difference Report for D035A/D034A/D062	List/U	W/Thurs/1 CD	1	ALC Local Distribution to Functional Users
A-J041.-5JA-W5-850	IM Receipt Coding Cross Reference Report - Sections I and II	List/U	W/Thurs/D	1	ALC Local Distribution to Functional Users
A-J041.-5JC-D5-850	Document Cross Reference List	List/U	SM/15th/1 WD Thurs After EOM/1WD	1	ALC Local Distribution to Functional Users
A-J041.-5JD-D5-850	Stock Number Cross Reference List	List/U	SM/15th/1 WD Thurs After EOM	1	ALC Local Distribution to Functional Users
A-J041.-5J4-W5-850	Stock Number Line Item Cross Reference	Fiche/U	W/Thur/D	1	ALC Local Distribution to Functional Users
A-J041.-5KA-M5-850	J041 Shipment/Receipt Intransit Discrepancy Report	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5MB-D5-850	Interrogation Reply-D/FM Strike List	List/U	M/1st Fri After EOM/1 CD	1	ALC Local Distribution to Functional Users
A-J041.-5MD-M5-850	Interrogation Reply-Contractor	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5ME-M5-850	Interrogation Reply-Buying	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5MF-M5-850	Interrogation Reply-CAO	List/U	M/1st Fri After EOM/1 CD	1	ALC Local Distribution to Functional Users
A-J041.-5MG-M5-850	CAO Status of First Article Items	List/U	As Req	1	ALC Local Distribution to Functional Users
A-J041.-5MH-M5-850	Interrogation-CAO	List/U	M/As Req/1 CD	1	ALC Local Distribution to Functional Users

A-J041.-5MJ-M5-850	Interrogation Reply MMAC Status	List/U	M/As Req/1 CD	1	ALC Local Distribution to Functional Users
A-J041-5V1-M5-850	Production Delinquency Summary Status - Contracts/Orders	Fiche/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5VA-M5-850	J041/D035A Bailment/ Loan Reconciliation	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5VB-M5-850	Bailment/Loan Reconciliation Control Report	List/U	As Req/Fri After EOM	1	ALC Local Distribution to Functional Users
A-J041.-5VC-M5-850	J041/D035A Initial/ Amended Shipping Instruction Reconciliation (Items in J041 only)	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5VD-M5-850	J041/D035A Initial/ Amended Shipping Instruction Reconciliation (Items in J041 and/or D035A)	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5VE-S5-850	Summary of Contract Actions	List/U	SM/15th/ Fri After EOM/1 CD	1	ALC Local Distribution to Functional Users
A-J041.-5VF-M5-850	J041/DO35A Reconciliation Summary	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5VH-M5-850	Delinquency Summary by ADP Point	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-.J041.-5VI-M5-850	Production Delinquency Summary Status Outgoing PR/MIPR Cat II items	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users

A-J04I.-5VJ-M5-850 RCS: MTC-PK(M)7502	Production Delinquency Status Overall Summary	List/U	M/1st Fri After 1st Thurs of Month	7	ALC Local Distribution to Functional Users All other ALCs HQ AFMC/PKM HQ AFMC/PKX
A-J041.-5VK-M5-850	Hardware Line Item Delinquencies	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5WA-M5-850	Line Item Definization Report	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5WB-M5-850	Contractor Production Performance History Summary	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5WC-M5-850	Contractor Production Performance History L/I Completions	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5WD-M5-850	Shipping Document Status	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-.J041.-5WE-M5-850	Closed Contracts	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-.J041.-5WF-M5-850	Contracts to be Closed-Sections I, II, and III	List/U	M/1st Fri After EOM/ I CD	1	ALC Local Distribution to Functional Users
A-J041.-5WG-M5-850	Active Contracts	Fiche/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5WH-M5-850	Active Contracts/ Contracts to Closed - Sections I & II	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041-5WI-M50-850	Active Maintenance Contracts	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users

A-J041.-5WJ-M5-850	Twelve-month History of Closed Contracts	Fiche/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5YA-M5-850	Contract Option Expirations	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5YB-Q5-850	J041 Category I and II Requirements Data Report	List/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YC-Q5-850	J041 Replacement Item; Item Requirements Data Report	List/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YD-M5-850	J041 Dormant Reclamation Project Item	List/U	M/1st Fri After EOM/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YE-M5-850	J041 Dormant Sap Excess Item	List/U	M/1st Fri After EOM/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YF-M5-850	J041 Dormant Sap Termination Item Report	List/U	M/1st Fri After EOM/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YG-M5-850	J041 Dormant ISSP Item Report	List/U	M/1st Fri After EOM/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YH-M5-850	J041 SAP Requisition Shipment Status Report	List/U	M/Thurs After EOM/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YI-M5-850	On-Order Stock Fund Status	List/U	M/1st Fri After 1st Thurs of Month	1	ALC Local Distribution to Functional Users
A-J041.-5YJ-Q5-850 RCS: MTC-FM(Q)7225	On-Order/Undelivered Stock Fund Balance	List/U	Q/Fri After EOQ/I CD	2	ALC Local Distribution to Functional Users AFMC/FMR

A-J041.-5YL-Q5-850	Undelivered Stock Fund Balances Budget Code I Due-Ins to Other Than Prime Account	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.5YM-Q5-850	Undelivered Stock Fund Balances Item Transferred for Management	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
AJ041.-5YN-Q5-850	Undelivered Stock Fund Balances Budget code Other Than 1 or 9. Funds Code 6H Due-Ins to Prime Account	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YP-Q5-850	Undelivered Stock Fund Balances Budget Code 1 and Fund Code 6H Due-Ins to Prime Account	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YQ-Q5-850	Undelivered Stock Fund Balances Budget Code I and Fund Code not 6H Due-In to Prime Account	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-5YR-Q5-850	Undelivered Stock Fund Code 6H Provisioned Items Due-In to Prime Account	Fiche/U	Q/Fri After EOQ/I CD	1	ALC Local Distribution to Functional Users
A-J041.-6CA-D6-860	Daily Update	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-6CC-Q6-860 (RCS DD-A&T(Q&SA) 714	Quarterly Break-out Savings Report	List/U	Q/Fri After EOQ/I CD	2	ALC Local Distribution to Functional Users HQ AFMC/PKX

A-J041.-6CE-Q6-860 (RCS:DD-A&T(Q&SA) 714	Quarterly Replenishment Spare Parts Totaol FY Procurement Report	List/U	Q/EOQ/1 WD	3	ALC/PKXS ALC Production HQ AFMC/PKX
A-J041.6CJ-D6-860	Daily History Error Listing	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-6CK-D6-860	Daily Procurement History Record	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-6CL-D6-860	Special Procurement History Extraction	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-6CN-D6-860	Daily Competition Advocate Update	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-6CX-D6-860	Daily Competition Advocate Error	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-6JA-D6-860	J041 Inter-ALC Transmittal Sections A and B	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-6XA-Y6-880	Freedom of Information	Fiche/U	A/End of Sep/ 5 WD	1	ALC Local Distribution to Functional Users
A-J041-70A-D7-870	DAYFILEListing	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041-71A-D7-870	Job Stream Statistics	List/U	D/D/D	1	ALC Local Distribution to Functional Users
A-J041.-81A-AR-880	PR/MIPR Coordination Records	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
A-J041.-81B-AR-880	Coordination Control Card Transmittal Listing	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
A-J041.-83A-AR-880	CAO/ADP Table	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users

A-J041.-8AA-AR-880	Pre-Award Reconciliation	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
A-J041.-8CA-AR-880	Post Award Reconciliation	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
A.-J041.-8DA-AR-880	Backlogged Requirements	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
A-J041.-8PA-AR-880	Manufacturer's Name	List/U	As Req/As Req/ 1 WD	1	ALC Local Distribution to Functional Users
J041.BZ15L3 RCS:DD-COMP(Q)1434	Contract Miscellaneous	Tape/U	M/EOM/ 10WD	1	US Department of Commerce
A-J041.-JA1-M1-MJA	Price History Error Listing	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JA2-M1-MJA	Phase One Proc Count	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JB1-M1-MJB	Exceptional Standard Price Variation	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JB2-M1-MJB	IM-SM Notification of Standard Price Changes	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JB3-M1-MJB	Manual Price Review	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JB4-M1-MJB	Supplemental Standard Price Variation	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JD1-M1-MJB	IM Changes	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JE1-M1-MJB	Initial Price Variation Errors	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-JH1-M1-MJB	Standard Price Variation Errors	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users

A-J041.-JH2-M1-MJB	Standard Price Revision Notification	List/U	Mon/Ann	1	ALC Local Distribution to Functional Users
A-J041.-S31-S1-8 P0	Part I -ALC Planned Acquisition by Part Number	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S32-S1-8 P0	Part II -ALC Planned Acquisition by Part Number	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S33-S1-8 P0	Part III -ALC Planned Acquisition by Noun	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S34-S1-8 P0	Part IV -ALC Planned Acquisition by Mfg Name	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S35-S1-8 P0	Part I -ALC Planned Hardware Acquisition by Part Number	Fiche	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S35-S1-8 P0	Part II -ALC Planned Hardware Acquisition by Stock Number	Fiche	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S35-S1-8 P0	Part III -ALC Planned Hardware Acquisition by Noun	Fiche	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S35-S1-8 P0	Part IV -ALC Planned Hardware Acquisition Manufacturer Name	Fiche	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 1 -Data for Review Unmatched Buy Items	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 2 -Data for Review Nonprime Buy Items	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users

A-J041.-S41-S1-8 P0	Part 3 -Data for Review Counts/ Statistics	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 4 -Data for Review Summary by BPAC	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 5 -Data for Review Summary by Type Computation	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 6 -Data for Review Summary by Dollar Range	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 7 -Data for Review Summary by AMC/AMSC	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 8-Data for Review Buy Item and AMC not 1-5	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 9 -Data for Review Stock Number Changes	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 10 -Data for Review Buy Item and No Part Number	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 11 -Data for Review I&S Subgroup Buys	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 12 -Data for Review Incompatible Computation Category	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 13 -Data for Review Multiple Computation Sources	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users
A-J041.-S41-S1-8 P0	Part 99 -Data for Review Sources	List/U	Semi-Annual	1	ALC Local Distribution to Functional Users

## Attachment 4

### LIST OF J041 DATA ELEMENTS

**Table A4.1. Data Elements.**

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**Table A4.2. Acquisition Method Codes Expiration Date.**

Number of Characters	Four
Source	D035A
Type of Code	Numeric
Definition	Date of next AMC/AMSC scheduled screening
Code	Explanation
YDDD	Fiscal year and Julian days

**Table A4.3. Acquisition Method Suffix Codes.**

(The following codes shall be assigned by DOD activities to further describe the Acquisition Method Code-Only valid combinations of AMC/AMSCs (see DOD FAR SUP 201.2) shall be used.)

- 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 recording.) Valid AMCs: 1, 2, 3, 4, 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.
- 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 according to the design control activity's procedures, as approved by the cognizant government engineering activity-Valid AMCs: 1, 2, 3, 4.
- D The data needed to procure this part competitively is not physically available, cannot be economically obtained, nor is it feasible to draft adequate specifications-Valid AMCs: 3, 4, 5
- E (Reserved)
- F (Reserved)
- G The Government has unlimited rights to the technical data, and the data package is complete valid AMCs: 1, 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, 5.
- J (Reserved)
- K This part must be produced from class 1 castings and similar type forgings as approved (controlled) by procedures contained in the current version of MIL-STD-2175-Valid AMC: 1, 2, 3, 4, 5

- L The annual buy value of this part falls below the screening threshold established by DoD components and field activities, but it has been screened for known source(s)-(NOTE: This code shall not be used when screening parts entering the inventory (see S66-301.1)-It shall not be assigned in preference to or supersede any other AMSC.) Valid AMCs: 1, 2, 3, 4, 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, 5.
- N This part requires special test or inspection facilities to determine and maintain ultraprecision quality for its function or system integrity-Substantiation and inspection of the precision or quality can't be accomplished without such specialized test or inspection facilities-Valid AMCs: 1, 2, 3, 4, 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-It is uneconomical to reverse engineer this part-Valid AMCs: 1, 2, 3, 4, 5.
- Q The Government does not have adequate data, lacks rights to data, or both, needed to purchase this part from additional sources-The government has been unable to economically buy the data or rights to the data, although the part has been undergoing full screening for 12 or more months-Valid AMCs: 1, 2, 3, 4, 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-This code is used when the government did not initially purchase the data and/or rights-Valid AMCs: 1, 2, 3, 4, 5.
- S Acquisition of this item is restricted to Government approved source(s) because the production of this item involves unclassified but militarily sensitive technology-Valid AMCs: 1, 2, 3, 4, 5.
- T Acquisition of this part is controlled by QPL procedures-Valid AMCs: 1, 2.
- U The cost to the Government to break out this part and acquire it competitively has been determined to exceed the projected savings over the life span of the part-Valid
- 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 equipment-The cognizant engineering activity has determined that data to define and control reliability limits can't be obtained nor is it possible to draft adequate specification for this purpose-Valid AMCs: 3, 4, 5.
- W (Reserved).
- 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 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: 3, 4, 5.

Z This part is a commercial/non-developmental/off-the-shelf item-Commercial item descriptions, commercial vendor catalog or price lists or commercial manuals assigned a technical manual number only-If one source is available, AMCs 3, 4, or 5 are valid-If at least two sources are available, AMCs 1 or 2 are valid.

**Table A4.4. Actual Method Of Contracting (AMOC).**

**Number of Characters** One  
**Type of Code** Numeric  
**Definition** Designates whether the contracting of supply equipment item was competitive or noncompetitive-If noncompetitive, the code indicates the nature of the contractor supplying the item-The buyer assigns the AMOC code and marks it on the AFMC Form 453, Buyer Data Abstract.

<b>Code</b>	<b>Explanation</b>
0	This code is machine assigned when the AMOC is 00, to signify that the item is not reportable under AFR 57-7.
1	Current purchase is competitive, and the item was previously purchased competitively.
2	Current purchase is competitive, and the item is being purchased competitively for the first time-(This code must be supported by the purchase history of the item-The alternative code is AMOC 1.)
3	Current purchase is noncompetitive from the actual manufacturer or vendor, including a prime contractor who is the actual manufacturer.
4	Current purchase is noncompetitive, and the item is being purchased directly from the actual manufacturer or vendor FOR THE FIRST TIME rather than the original prime contractor for the end items for which the parts support-(This code must be supported by a history of noncompetitive purchase(s) from a prime contractor who is not the actual manufacturer of the item (AMOC 5)-The alternative code is AMOC 3.)
5	Current purchase is noncompetitive, and the item is being purchased from a prime contractor who is not the actual manufacturer.
6	Surplus, noncompetitive.
9	Surplus Competitive-Noncompetitive Contracting (codes 3, 4, 5, and 6).

**Note:** Don't confuse AMOC codes of 1 through 5 listed above with the five DD Form 350, Individual Procurement Action Report, codes for "Extent of Competition in Negotiation" (DAC 84-4, SEC 4.671), or the competition codes as used within the J041.

**Table A4.5. Additive Government Costs.**

**Number of Characters** One  
**Type of Code** Alpha  
**Definition** Identifies the existence of Government-furnished material (GFM), property (GFP), equipment (GFE), facilities, contractor acquired property, or special tooling and test equipment."  
**Code Explanation**  
 C Contractor Acquired Property

E Government Furnished Equipment  
F Facilities  
G Government Cost  
M Government Furnished Material  
P Government Furnished Property  
T Special Tooling and Test Equipment  
L Loan  
N No additive government costs are involved

**Table A4.6. Best Value Contracting Tools Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	Identifies Best Value actions in the contracting process.
A	Architect & Engineering not a source selection.
B	Best Value
C	Architect & Engineering using source selection.
L	Lowest Evaluated Price Appendix BB
S	Source Selection Appendix BB.
T	Source Selection Appendix AA.
U	Other Source selection
V	Vendor Rating System (VRS).
X	BAA/PRDA/SBIR/DARRPA.
Z	Not a BVCT.

**Table A4.7. Blue Ribbon Award Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	Identifies Blue Ribbon actions in the contracting process.
A	Solicited at least one Blue Ribbon and none proposed
B	Blue Ribbon Contractor proposed but did not win
C	Blue Ribbon Contractor won without price differential dollars
D	Blue Ribbon Contractor won with differential dollars
N	No Blue Ribbon involvement on contract

**Table A4.8. Budget Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Identifies budget program from which item is funded-(AFMCM 177-27)
<b>Code</b>	<b>Explanation (related Budget Programs)</b>
Q	Aircraft Support Equipment
R	Aircraft Modification
A	Ground Support Equipment (12)
B	War Consumable Equipment (17)
C	Contracting for Other Than Air Force (18)

- D Other Charges (19)
- E Missile Replacement Equipment and Data (22)
- F Contracting Other Than Air Force (28)
- G Other Charges (29)
- H Munitions and Associated Equipment (81)
- J Vehicular Equipment (Non REMS Vehicle Items) (82)
- K Cryptologic and Other USAF Security Service Equipment (83)
- L Electronics and Telecommunications Equipment (83)
- M Base Equipment Maintenance and Support Equipment Other Than Industrial Plant Equipment (84)
- N Contracting Other Than Air Force (87)
- P Equipment Modification (88)
- V Vehicular Equipment (REMS Vehicle Items) (82)
- W Industrial Plant Equipment (84)
- X Vehicular Replenishment Spares (82)
- Z Base-Funded Equipment Items with Unit Cost Exceeding \$1,000 not Under Stock Fund
- 1 System Support Division Air Force Stock Fund (Appropriation 97X4930FCOH) Aircraft/Engines/Airborne, CME/Related AGE Repair Parts
- 2 Ground CEM/Cryptologic/Related Support Equipment (SE) Repair Parts
- 3 Missile/Space Vehicle Related SE Repair Parts
- 4 Other Support/Material Repair Parts Fuels = Air Force Stock Fund (Appropriation 57X4921.030)
- 8 Repairable Support Division (DBIF) (Appropriation 97X4930FCO4)
- 9 General Support Division Air Force Stock Fund (Appropriation 97X4930FCOC)

**Table A4.9. CAO Recommendations (PJA/PJB).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	The contract administration officer's recommendation to the procuring contracting officer for action which should be taken in relation to delayed deliveries from contractors.
<b>Code</b>	<b>Explanation</b>
A	No action; minor delay only.
B	Taking action within authorized delegation.
C	Extend delivery schedule without consideration.
D	Extend delivery schedule with consideration in favor of the Government.
E	Terminate contract.
F	None.
G	Hard copy Report to follow within five days.
H	Issue cure notice.
J	Issue show cause notice.
K	Issue modification.

**Table A4.10. Change Code (Stock Number).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	Used to indicate if the line item record is a stock controlled data change or the Federal Stock number is canceled.
<b>Code</b>	<b>Explanation</b>
C	Stock control data change
D	Stock number deleted
R	Stock number replaced
N	Stock number reinstated
I	ND or K stock number deleted

**Table A4.11. Contract Delivery Date Revision Agent Codes (PJA/PJB).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	The contracting party having primary control over conditions causing an actual or anticipated delay in meeting the delivery schedule.
<b>Code</b>	<b>Explanation</b>

K Contractor  
G Government  
U Unknown (Control can not be assigned)

**Table A4.12. Commodity Category Codes.**

<b>Number of Characters</b>	Two (if only one character, it is right justified.)	
<b>Type of Code</b>	Numeric	
<b>Definition</b>	The categorizing of supply classes by commodity-Mechanically assigned.	
<b>Code</b>	<b>Explanation</b>	
1	Aircraft structure components	Group 15
2	Aircraft Modification (gas Turbine and reciprocating related spares and parts)	Class 2810 2840, 2895, 2915, 2925, 2935, 2945, 2950, 2995
3	Aircraft Subsystems, accessories, and components related spares and parts	Class 1270 1280, 2630, 4920, 6340, 4940, 6885, 6605, 6610, 6615, 6680
4	Guided missile components and related spares and parts	Group 14 Class 4935
5	Mechanical miscellaneous	Group 30, 39, 41, 43, 47, 48, 53
6	Vehicle spares and parts	Class 2310, 2320, 2330 2340, 2350, 2610, 2630 2640, 2805, 2815, 2910 2930, 2940 2990, 6620, Group 24, 25
7*	Weapon components and related spares	Group 10, 12 (except 1270, 1280) class 6920, 8140
8	Ammunition components and related spares and parts Electrical,	Group 13
9	electronic, communication equipment and related spares and parts	Group 58, 59, 61 Class 6625
10	Other	

\*Not applicable to Air Force Items.

**Table A4.13. Competition Code.**

**Number of Characters** One

**Type of Code** Numeric

**Definition** Reflects the extent and kind of competition obtained when awarding contracts-Definitions in the Federal Acquisition Regulations (FAR) apply to these codes.

<b>Code</b>	<b>Explanation</b>	<b>PHR Print</b>
1	Price competition (negotiated) also includes small business restricted advertised and awarded partial set-asides-(DAC 84-4, section 4.671)	PCN
2	Design or technical competition (negotiated) two or more sources cited (DAC 84-4, section 4.671)	DTC
3	Follow-on action after price competition(DAC 84-4, section 4.671)	FOP
4	Follow-on action after other than price competition (DAC 84-4, section 4.671)	FOT
5	Other noncompetitive-(DAC 84-4, section 4.671)	ONC
8	Sealed Bid (includes two-step, excludes, small business solicitations, (Extent of Competition Code 50,54 only) and partial set-asides (machine-assigned).	ADV
9	Intergovernmental (machine assigned)	INT

**Table A4.14. Contract Closing Condition Group.**

**Number of Characters** One

**Type of Code** Numeric

**Definition** A classification of contracts for the purpose of specifying conditions under which contract files are to be closed (FAR 4.804)

<b>Code</b>	<b>Explanation</b>
1	Limited administration and a face value of \$25,000 or under.
3	All other contracts.

**Table A4.15. Contract Delivery Date Revision Agent Code.**

**Number of Characters** One

**Type of Code** Alphabetic

**Definition** The contracting party having primary control over conditions causing an actual or anticipated delay in meeting the delivery schedule.

<b>Code</b>	<b>Explanation</b>
-------------	--------------------

K Contractor  
G Government  
U Unknown (Control can not be assigned)

**Table A4.16. Contract Shipment Advice.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	An expression of information concerning shipment of material from a contractor to the government.
<b>Code</b>	<b>Explanation</b>
C	Quantity increase-Due to overages, the quantity is an increase over that previously reported as shipped.
D	Quantity decrease-Due to missing, damaged, or nonconforming supplies, the quantity is a decrease to that previously reported as shipped.
H	Shipped or performed as indicated-No special circumstances.
Z	Underrun quantity-Final shipment of a contract line where underrun variation is authorized and the condition exists.

**Table A4.17. Criticality Designator.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	Classification by the order of importance of contracts for purpose of contractor production and performance surveillance (FAR 42.1105).
<b>Code</b>	<b>Explanation</b>
A	Critical -DX-rated contracts; contracts under a Department of Defense contracts negotiated under public exigency and contracts for major systems.
B	Important -If not designator A, contracts for items required to maintain a government or contractor production or repair line. C or Blank Normal -All contracts other than designator A and B.

**Table A4.18. Current Fiscal Year Projected Quantity (CUR FYNN-QTY).**

<b>Number of Characters</b>	Seven (7)
<b>Type of Code</b>	Numeric
<b>Source</b>	D035, D041 and D062
<b>Definition</b>	Quantity of requirements projected for acquisition during current apportionment year-D041 projections are for the preferred item of the subgroups within the I&S group-(AFMCM 57-4)-D035 projections are for the master item of the I&S group, (AFMCM 57-2)-D062 projections are for the master item of the I&S group, (AFMCM 57-6)
<b>Code</b>	<b>Explanation</b>

XXXXXXX Output products generated as a result of the requirements systems March computational cycle reflect remaining fiscal quarters quantities for acquisition.

Out products generated as a result of the requirements systems September computational cycle reflects full fiscal year quarters quantities for acquisition.

**Table A4.19. Exception Reason Codes (Preaward).**

<b>Number of Characters</b>	<b>Type of Code</b>	<b>Definition</b>
Two	Alpha/Numeric	Denotes why the contracting action didn't meet the predetermined flow time standard.
		<b>Code PR Data</b>
01		Available specifications and drawings missing from PR package.
02		Specifications and drawings inadequate.
03		Item part number, stock number, description, or nomenclature in error.
04		Preservation, packaging, packing, and marking instructions in error.
05		Inadequate record of previous contract.
06		Verification of AMC or qualified sources.
07		Document aging- Suspended pending correction of line item deficiencies.
08		Inadequate list of known sources.
09		DD Form 1423, Contract Data Requirements List, error, or additional clarification required.
10		Coordination of proposed contracting actions not in accordance with codes assigned on JLC Form 31, Projected Depot Work Load-(Peacetime).
11		Incomplete PR coordination
12		Incorrect fund citation.
13		Extended staff coordination.
14		Entry of documents received from losing ALC.
15		First article/bid sample requirements in error, or need clarification.
16		Required PR attachments missing or incomplete.
17		Holding PR for consolidation.
18		Appendix A or B error, or requires clarification.
19		Automatic delinquencies caused by tying an amendment to a basic PR.
		<b>Solicitation Phase</b>
20		PR amendment received which will delay solicitation.
21		Unsolicited proposal received.
22		No response from any source.
23		Waiting for response from major source.
24		Opening date extended.
25		Small business, labor surplus set aside.
26		Tracks Document aging associated with competitive reviews (CR).
27		Local use.

- 28 Local use.
- 30 Protest received.
- 31 Mistake in bid determination required.
- 32 Acceptance of late bid determination required.
- 33 Award to other than the low bidder.
- 34 Preaward survey required.
- 35 Negative preaward survey or certificate of competency considerations.
- 36 Approval required for use of Government-owned facilities.
- 38 Awaiting price confirmation from contractor or vendor.
- 39 Awaiting revised price exhibit.
- Negotiation Difficulties**
- 40 Inability to establish a negotiation conference.
- 41 Continuing negotiations.
- 42 Buyer work load.
- 43 Subcontracting Plan Receipt delay.
- 44 Determining allowability of special cost data.
- 45 Nonreceipt of cost/price/technical analysis.
- 46 Terms and conditions not agreed upon.
- 47 Contractor's contingencies not acceptable.
- 48 Delivery schedule note agreed upon.
- 49 Blank (local option).
- 50 Nonreceipt of current cost and pricing data certificate.
- 51 SF 1411, Contract Pricing Proposal Cover Sheet; cost data incomplete.
- 52 Price justification delay (buyer).
- 53 Change in requirement requiring resolicitation/reproposal or audit and analysis.
- 54 Delay due to contract of surplus items.
- Administrative Delays**
- 55 Standard exceeded in accordance with contracting plan.
- 56 Delay due to return of PR to requirements for rework.
- 57 Short Term -Local Reason
- 58 Awaiting cancellation amendment.
- 59 Delay by support organization (pricing review, engineering review, or assistance, DD Form 1423 approval delayed by DMO).
- 60 Legal review delay.
- 61 Contracting committee delay.
- 62 Nonreceipt of contractor signed copies.
- 63 Rework required due to buyer error.



- \*83 Recommended source(s) indicate part number incorrect/obsolete/ unidentified.
- \*84 Alternate offer received-Includes surplus dealer offer for an item not previously determined to be surplus acceptable.
- \*85 AFR 57-7 screening/rescreening required.
- \*8J Incomplete/Inadequate J&A.

\* Document age recycles to 0 days.

**Category III: Item Manager Requested -Non-PR/MIPR Document Errors**

- 86 New source/unsolicited proposal required technical evaluation.
- 87 No available sources/No solicitation response.
- 88 None of the above codes apply.
- 89 Return to requirements for correction of data discrepancy in J041.
- 90 Transfer of records from losing ALC to gaining ALC.

**Reasons for Non-PR Cancellation**

- 91 Program Change -Contract termination.
- 92 Contract modification superseded by a more recent contract modification.
- 99 Canceled for reasons other than described above.

**Table A4.20. Expendability -Recoverability -Repairability Category (ERRC).**

**Number of Characters** One

**Type of Code** Alphabetic

**Definition** Used to designate combinations of data elements of Expendability, Repair Level, Recoverable, and Cost Category-(See AFM 67-1, Volume 1, Part IV, Attachment 27)

<b>Code</b>	<b>ERRC</b>	<b>Explanation</b>
C	XD1	Hi-value items- Items expendable, recoverable, field or depot repair authorized.
L	XD3	LRU item that is expendable, repairable, condemned at depot level.
V	XB2	Nonsignificant and will be phased out of use-XB-2 designator will be kept in the stocklist but is to be considered the same as XB-3 for management purposes-XB-2 designator will be converted to XB-3 as stocklist changes occur.
P	XF3	Items that are expendable, recoverable, field repair authorized
N	XB3	Items that are expendable, nonrecoverable (field or depot).
S	ND2	Air Force equipment management system items, nonexpendable, recoverable, field or depot repair authorized.
T	XD2	XD items not selected for high value, expendable.
U	NF2	Air Force equipment management system items, nonexpendable, recoverable, field repair authorized.

D062 MOA has ERRCs N and P.

D041 MOA has ERRCs C, T, and L.

**Table A4.21. Extent Of Competition.**

**Number of Characters** Two

**Type of Code** Numeric

This data element applies to contracts awarded under Competition in Contracting Act (CICA)- It replaces what was formerly call Advertised/Negotiation Authority.

**Definitions** Category of codes are defined based on whether full and open competition, full and open competition with exclusion of source, or other than full and open competition applies

**Definition A.** Full and Open Competition (FAR 6.003) defined as process by which all responsible offerors are allowed to compete-Contract actions in this category may take the form of sealed bids, competitive proposals, combination of competitive procedures or other competitive procedures (FAR 6.102).

<b>Code</b>	<b>Explanation</b>	
50	Sealed Bids FAR 6.102(a)	AD
54	Two Step Seal Bidding FAR 6.102(c)	AD2
60	Competitive Proposal FAR 6.102(b)	CP
64	Other Competitive Procedures FAR 6.102(d)(1)(2)(3)	CP2

**Definition B.** Full and Open Competition With Exclusion of Sources (FAR Subpart 6.2) defined as acquisition requiring the use of competitive procedures after the exclusion of a source or sources from participation in a contract action under the circumstances described in FAR 6.202, establishing or maintaining alternate sources; FAR 6.203, set asides for small business and labor surplus area concerns; FAR 6.204 Section 8(a) competition.

<b>Code</b>	<b>Explanation</b>	
01	Labor Surplus Area Set-Aside	C
02	Small Business Set-Aside -Unilateral	01C
04	LSA Portion of Combined Small Business/Labor Surplus Area Unilateral	01C
23	Small Business Set-Aside -Joint	17
24	Reserved for Small Business (8A)	24
25	LSA Portion of a Combined Small Business/Labor Surplus Area -Joint	01C
31	Small Purchase Reserved Exclusively for Small Business	03A
32	Small Purchase not Reserved Exclusively for Small Business	03B
33	Repurchase After Default	33
38	Small Purchase - -Research and Development	38
43	Small Disadvantaged Business Set-Aside	043
00	Intergovernmental	Int

**Definition C.** Other Than Full and Open Competition (FAR 6.302) identifies the statutory authorities (also referred to as Acquisition Reason Codes) for contracting without providing for full and open competition.

<b>Code</b>	<b>Explanation</b>	<b>PHR Print</b>
80	Only One Responsible Source FAR6.302-1 10 USC 2304 (c) (1)	80
81	Unusual and Compelling Urgency FAR 6.302-2 10 USC 2304 (c) (2)	81

82	Industrial Mobilization; or Experimental, Developmental or Research Work FAR 6.302-3 10 USC 2304 (c) (3)	82
83	FAR 6.302-4 10 USC 2304 (c) (4)	83
84	Authorized or Required by Statute FAR 6.302-5 10 USC 2304 (c) (5)	84
85	National Security FAR 6.302-6 10 USC 2304 (c) (6)	85
86	Public Interest FAR 6.302-7 10 USC 2304 (c) (7)	86

**Note.** Code 98/PHR Print 98 -Basic open contracts, BOA, and modifications will continue to be machine generated.

**Table A4.22. First Article/IPE/PS.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	An indicator for a first article item, an Initial Production Evaluation, and/or a Production Sample.
<b>Code</b>	<b>Explanation</b>
A	Initial Production Evaluation (IPE), First Article (FA), and Production Sample (PS)
F	First Article
G	First Article and Initial Production Evaluation
H	First Article and Production Sample
P	Initial Production Evaluation
Q	Initial Production Evaluation and Production Sample
S	Production Sample

**Table A4.23. Foreign Military Sales (FMS).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	Defines if FMS and if reimburseable or direct cite cases
<b>Code</b>	<b>Explanation</b>
S	Direct cite FMS cases-Prevents any type of requirement from overlaying to computations systems when appropriate
X	Delete previous FMS assignment action.

**Table A4.24. Foreign Military Sales (FMS) Content.**

<b>Number of Characters:</b>	One
<b>Type of Code:</b>	Alphabetic
<b>Definition:</b>	Defines if contract is total FMS or mixture of FMS and non-FMS
<b>Code</b>	<b>Explanation</b>
A	All CLINS FMS
M	Mixture of FMS and Non-FMS CLINS
N	No FMS CLINS

**Table A4.25. Formal Action Code.**

<b>Number of Characters</b>	One
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**Type of Code**    Alphanumeric

**Transaction**    **PJA (MILSCAP PJB)**

**Definition**    Shows any formal action taken for display in a Contractor Performance Report-Signifies action taken with the contractor.

<b>Code</b>	<b>Explanation</b>
A	Delinquency letter (includes only cure notices, show cause notices, and referral for default investigation).
B	Schedule extension for consideration
C	Schedule extension without consideration.
D	Termination.
E	Default Termination.
F	Other.
G	Government Technical Assistance.
H	Holding in delinquent status (situation has been reviewed and will be reevaluated every 30 days).
J	Second Delivery Extension.
K	Third Delivery Extension.
L	Fourth Delivery Extension.
M	Fifth Delivery Extension.
N	Sixth Delivery Extension.

**Table A4.26. Free-On-Board (FOB).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	The designated site, at or near to which the contractor agrees to deliver merchandise.
<b>Code</b>	<b>Explanation/Description</b>
A	FOB Designated Air Carrier's Terminal, Point of Importation
B	FOB Origin, Contractor's Facility.
C	FOB Origin, Freight Allowed.
D	FOB Destination.
E	FOB Origin, With Differentials.
F	FOB Origin, Freight Prepaid.
G	FOB Destination, Within Consignee's Premises.
H	Free Alongside Ship/Vessel, Port of Shipment.
J	FOB Vessel, Port of Shipment.
K	FOB Inland Carrier, Point of Exportation.
L	FOB Inland Point, Country of Importation.
M	Ex-Dock, Pier, or Warehouse, Port of Importation.
N	Cost and Freight Destination.
P	Cost, Insurance and Freight Destination.
R	FOB Designated Air Carrier's Terminal, Port of Exportation.
S	FOB Origin.

**Table A4.27. IM Activity Code (Routing Identifier).**

<b>Number of Characters</b>	Two
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	Identifies the DoD military activity having identification for cataloging; standardization; or other management responsibility for an item of supply as referenced in Appendix A of the Federal Manual for Supply Cataloging, Manual MI-6 (Chapter 6) Activity Codes.
<b>Code</b>	<b>Activity</b>
SU	Ogden ALC
SE	San Antonio ALC
SX	Oklahoma City ALC
TA	Sacramento ALC
TG	Warner Robins ALC
TU	Cataloging and Standardization Center, Battle Creek, Michigan

**Table A4.28. Initiating Activity Code (INIT ACTY) SRAN Code.**

<b>Number of Characters</b>	Six
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Denotes ALC or department that started the document Source PR/MIPR document.
<b>Code</b>	<b>Activity</b>
FD2020	Ogden ALC
FD2030	Oklahoma City ALC
FD2040	Sacramento ALC
FD2050	San Antonio ALC
FS2388	San Antonio ALC (Special Weapons)
FD2060	Warner Robins ALC

**Table A4.29. Inspection/Acceptance Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Numeric
<b>Definition</b>	
<b>Code</b>	<b>Explanation</b>
S	Origin Inspection
D	Destination Inspection
X	Deletes existing code on the master file (Postaward only)

**Table A4.30. Item Criticality Code (PJA/PJB).**

<b>Number of Characters:</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	An indicator used to identify Item Criticality and to obtain an Advance Criticality Notice Stuffer-Stuffer is to be used to maintain suspended surveillance deemed necessary to insure compliance with the terms of the contract.
<b>Code</b>	<b>Explanation</b>
A	Special surveillance item (See note below).
B	Critical item (AFM 67-1).
C	Not mission capable supply (NMCS) item.
D	Acceleration with contract modification
E	Acceleration without contract modification
G	Urgent Category I MIPR

Code (Optional for local use)

H

J

K

L

M

N

P

Q

R

S

T

U

V

W

X

Y

Z

**Note.** Code A applies when special surveillance is required due to the criticality of the program being supported, unforeseen contractor difficulties, shortage of allocated materials, etc.

**Table A4.31. Kind of Contract.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Identifies various kinds of contracts for the purpose of tailoring Military Standard Contract Administration Procedure (MILSCAP) abstracts-Source AFMC Form 453.
<b>Code</b>	<b>Explanation</b>
1	Supply Contracts and Priced Orders.
2	Research and Development Contracts.
3	System Acquisition Contracts.
4	Provisioning.
5	Repair/Maintenance Contracts.
6	Service Contracts.
7	Facilities Contracts.
F	Fuel Contracts.
0	Other.
8	Unpriced Letter Contracts
9	Unpriced Order Agreement Against a Basic Ordering Agreement

**Table A4.32. Kind of Modification.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	A special designation for MILSCAP modification header records to identify specific conditions concerning the modification
<b>Code</b>	<b>Explanation</b>
A	Change order including exercise of unpriced options (requires code G definitization).
B	Change order/Funding action/administration change (definitization not required)
C	Supplemental agreement, including no cost partial termination settlement (does not require further definitization).
D	Transfer of contract between purchasing activities.
E	Transfer of contract between administering activities.
F	Correction of hard copy error.
G	Supplemental agreement (definitizes code A document).
H	Definitized provisioned item order (PIO) (a one step PIO; does not definitize a previous PIO)

I	Refund or recoupment resulting from a spare parts acquisition initiative (does not require further definitization).
J	Work order/task order (requires code Z definitization).
K	Unpriced order definitization (definitizes an unpriced order, which is a Kind of Contract, code 9 document).
L	Letter contract definitization (definitizes a letter contract which is either a Kind of Contract code 8 document or a Kind of Modification code W document).
M	Reserved for internal Service/Agency use.
N	Exercise of priced option (definitization not required).
O	Lease adjustment (modification to facility contract)
P	Partial termination for convenience (requires code U definitization)
Q	Partial termination for default (requires code U definitization)
R	Obligation adjustment after physical completion of contract.
S	PIO (requires code V definitization).
T	Complete termination for convenience (requires code U definitization).
U	Termination settlement (definitizes code P, Q, T, and X documents).
V	PIO (definitizes code S document, partial or total).
W	Letter contract modification (requires code L definitization).
X	Complete termination for default (requires code U definitization).
Y	Excess funds removal (decommit and deobligate due to partial or complete termination).
Z	Work and task order definitization (definitizes code J document).

**Table A4.33. Mode of Shipment.**

**Number of One Characters**

**Type of Code** Alphanumeric and special characters

**Definition** The method of transportation used to transport materials from one location to another (AFMCM 177-27)

<b>Code</b>	<b>Explanation</b>
A	Motor, Truckload
B	Motor, Less than Truckload
C	Van (Unpacked, Uncrated, Personal, and/or Government property)
D	Driveaway, Truckaway, Towaway
E	Bus Line
F	Air Mobility Command
G	Parcel Post, Surface
H	Parcel Post, Air
I	Government Truck for Shipments Outside Local Delivery Area
J	Small Package Carrier
K	Rail, Carload
L	Rail, Less than Carload
M	Freight Forward
N	Logistics Airlift (LOGAIR)
O	Organic Military Air
P	Through Bill of Lading
Q	Air Freight, Air Express, Air Charter (Commercial)
R	Expedited Air Freight
S	Reserved
T	Air Freight Forwarder
U	QUICK TRANS
V	Sea -Van Service
W	Water, River, Lake, Coastal (Commercial)
X	Reserved
Y	Intra-Theater Airlift System
Z	Military Sea Transportation Service (Controlled/Contract/Arranged Space)
2	Government Watercraft, Barge/Lighter
3	Roll-On/Roll-Off Service
4	Armed Forces Courier Services (ARFCOS)
5	United Parcel Service

- 6 Military Official Mail (MOM)
- 7 Express Mail
- 8 Pipeline
- 9 Local Delivery, Including Deliveries Between Air or Water Terminals and Adjacent Activities.
- \* No physical movement -Ship in Place
- % Unassigned

**Table A4.34. Offers or Quotations Received.**

**Number of One Characters**

**Type of Code** Alphanumeric

**Definition** Total number of offers or quotations received from sources solicited for potential contract-PHR print portrays simplicity of explanation

<b>Code</b>	<b>Explanation</b>	<b>PHR Print</b>
0	None	0
1	One	1
2	Two	2
3	Three	3
4	Four	4
5	Five	5
6	Six	6
7	Seven	7
8	Eight	8
9	Nine	9
A	Ten	10
B	Eleven	11
C	Twelve	12
D	Thirteen	13
E	Fourteen	14
F	Fifteen	15
G	Sixteen	16
H	Seventeen	17
J	Eighteen	18
K	Nineteen	19
L	Twenty	20
M	Twenty-One	21
N	Twenty-Two	22
P	Twenty-Three	23
Q	Twenty-Four	24
R	Twenty-Five	25
S	Twenty-Six	26
T	Twenty-Seven	27
U	Twenty-Eight	28
V	Twenty-Nine	29

W	Thirty	30
X	Thirty-One	31
Y	Thirty-Two	32
Z	Over Thirty-Two	Z

**Table A4.35. Phrase Code (Action Phase Code).**

<b>Number of Characters</b>	One	
<b>Type of Code</b>	Alphanumeric	
<b>Definition</b>	Identifier relationship between phases in stock lists-Output weekly on Daily Error Listing referencing the stocklist changes from D035A.	
<b>Code</b>	<b>Phrase</b>	<b>Explanation</b>
A	Consolidate	Indicates that the NSN is to be consolidated with another NSN.
C	Canceled Replaced By	Indicates that NSN has been changed from the originally assigned NSN.
D	Change to	Indicates the FSC for the item has been changed to another FSC- MMC must remain the same.
E	Replaced By	Indicates the NSN has been changed from the originally assigned NSN-MMC must remain the same.
F	When Exhausted Use	Indicated item is to be replaced by an improved or modified item-Item will be used until stock is exhausted.
G	Use Until Exhausted	Indicates item is an improved or modified item not to be requisitioned until old NSN stock is exhausted.
H	Suitable Substitute	Indicates the item is authorized as a substitute for another NSN.
J	Interchangeable With	Indicates the item is interchangeable with another NSN
K	U/I Contains (Qty	NSN is assigned a nondefinitive unit of issue and Unit of Measure .
M	Breakdown Into	Item no longer contracted or issued as an assembly but will be broken down and supported by its components.
N	Disposal Use	Item has been designated as disposal
P	Use Assembly,	Indicates item no longer stocked as an individual item of Supply Assortment or Kit
Q	Fabricate or Assemble	NSN will not be stocked- Fabricate/assemble per technical document.
R	Refer to	Indicates the item requires special handling-Refer to technical document.

S	Stock as	Indicates NSN for authorization and contracting purposes.
T	Condemned	NSN has been condemned and its use is prohibited.
V	Discontinued w/o Replacement	Self-Explanatory
X	Formerly (FSC)	FSC change to NIIN has occurred.
Y	Equivalent to	NSN has physical and performance characteristics identical to another NSN-NSNs differ only in unit quantity and/or unit of issue.
Z	Discontinued Use	NSN has been discontinued and replaced by another NSN.
5	Matched Component	NSN is not to be stocked separately
6	For initial installation or Initial Use Only	Self-Explanatory
9	When Exhausted Use	Item represented is being replaced with another stock number-Code 9 differs from Code F in that 9 is an assembly which is being replaced by its components rather than by a comparable item.

**Table A4.36. Preservation, Packaging, and Packing Authorized Change.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Numeric
<b>Definition</b>	Specific preservation, packaging, and packing specification amendments permitted to achieve requested accelerated delivery-Source -Acceleration Delivery Request, AFMC Form 197.
<b>Code</b>	<b>Explanation</b>
1	No change
2	Pack Level B -Change in preservation and packaging not permitted.
3	Pack Level C -Change in preservation and packaging not permitted.
4	Pack Level B -Preservation and packaging requirements waived.
5	Pack Level C -Preservation and packaging requirements waived.

**Table A4.37. Price Evaluation.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	Codes indicates the principal basis upon which the price decision was made.
A	Price resulted directly from adequate price competition (FAR 15.804-3(b)(1)).
B	Price comparison based on adequate price competition (FAR 15.804-3(b)(3)).
C	Price comparison based on established catalog or market prices-(FAR 15.804-3(c)).
D	Price comparison based on price history.
E	Awarded at cost (no profit).
F	Other price comparison.
G	Cost analysis using certified cost or pricing data.
H	Cost analysis using uncertified cost or pricing data.
J	Price comparison based on a Formula Pricing Agreement.
N	Small Purchase \$2,500 or less when price reasonableness was not verified.
Z	Award based on other than price.

**Table A4.38. Price Status Indicator.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic

<b>Definition</b>	Indicator for contractual item and miscellaneous items.
<b>Code</b>	<b>Explanation</b>
A	Firm Price (machine assigned for miscellaneous items)
E	Estimated Price
U	Price Unknown
N	Not Applicable

**Table A4.39. Price Validation Code.**

**Number of Characters** One (1)

**Type of Code** Alpha

**Source** D035A

**Definition** Code to identify the status of recorded standard price (unit price) (AFM 67-1, Volume I, Part Four)

**Code Explanation**

- A The contract unit price, which is the basis for the standard price, is being analyzed.  
(1) Until the analysis is completed, there is no need for price challenges.  
(2) The PVC code will be updated upon completion of analysis.
- D The contract unit price, which is the basis for the standard price, has been analyzed and is considered to be excessive. Price change is deferred because the item is not in a buy status.  
(1) The price has been analyzed by the competition advocate. The price is excessive but a service or agency of the Department of Defense did pay that price, and the contractor is not refunding the excess.  
(2) While the future price is unknown, the proper price range has been established.  
(3) Price challenges will not be accepted.
- E The current standard price is an estimated price. There should be no price challenges unless an organization is mistakenly billed at the estimated price.  
(1) This code will be changed to a "P" code upon notification of a contract price, or  
(2) This code will be changed to an updated code upon determination of a valid
- N The current standard price in catalog management data (CMD) has not been validated.  
(1) The price has not been analyzed or reviewed for accuracy.  
(2) Price challenges are permissible.
- P The current price is the initial negotiated or provisioned price.  
(1) This is the price paid by DOD for the item as the result of price negotiation of the provisioned item order or other initial negotiated price.  
(2) Price challenges are permissible but should be supported with adequate justification.

- V The current standard price has been validated.
- (1) The item has been analyzed by the competition advocate, and is within the accepted price range, or
  - (2) The item was procured under open competition and under the competitive arena that price is considered fair and reasonable.
  - (3) Price challenges are permissible, but should be supported by adequate justification.
- X The current standard price is correct; the previous standard price was in error.
- (1) If the difference from the previous price exceeds \$99.99, or if the price change exceeds 500 percent and the extended value of any affected transaction exceeds \$99.99, then the reverse post procedures will apply where the stock fund has overcharged unit operation and maintenance (O&M) funds. These corrections will be limited to the current fiscal year.
  - (2) This code will remain on an item only long enough to appear on the management list-consolidated (ML-C) for two consecutive quarters. This is sufficient time for the reverse post procedures defined above to be applied. This code will then be changed to "V".
  - (3) Price challenged are permissible but should be supported by adequate justification.

**Table A4.40. PR/MIPR Type Line Item.**

**Number of One Characters**      **Type of Code**      **Definition**

Alphanumeric

Code identifies, for reporting purposes, the general classification or reason by line item for supplies or services being purchased. Source: coded PR/MIPR document.

<b>Code</b>	<b>Explanation (To be assigned to basic PR/MIPR)</b>
1	Replenish Spares
2	End Items/Replacement Items
3	Modification Kits
4	Modification Services
5	Repair/Overhaul Services
6	Data (Manuals and Tech Orders)
7	Printing
8	Engineering Services
9	Storage Services
0	Initial Spares (Provisioning)
A	Experimental, Development or Research
B	Combination of Type LI4 and S
C	Combination of Type LI4 and T
D	Combination of Type LI5 and S
E	Combination of Type LI5 and T
F	Combination of Type LIW and S
G	Combination of Type LIW and T
*H	J023 Final PR Preparation
J	Replenishment Spares (Air Force Non-AFMC Funds)
L	All others (Air Force Non. AFMC Funds)
M	Depot Maintenance Industrial Funds
N	Overhaul Kits
Q	Field teams
R	Reclamation
S	War Readiness (WRSK/BLSS)
T	War Readiness (Purpose Code BD to P)
V	Advance or Planning PR/MIPR (Materiel Requirements or Data Spares)
W	Advance or Planning PR/MIPR (Maintenance or Services) -Repair/Overhaul
X	BX Amendment (Administrative Change)

\*Y J023 Automated Delivery Order

Z Industrial Readiness Mobilization Planning (IRMP)

\* Machine assigned-Not valid for manually prepared input.

**Table A4.41. PR/MIPR Priority.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	Code assigned to the PR/MIPR line item denoting the priority for which the item is to be procured.
<b>Code</b>	<b>Explanation</b>
R	Routine requirement
E	Need date less than normal production lead time (PLT) plus minimum administrative lead time-(ALT).

Urgent requirement -Enter the code applicable to one of the following reasons for urgency:

<b>Code</b>	<b>Explanation</b>
A	Emergency requirement (including critical items) approved by the ALC command-(See AFM 67-1, Volume III, Part One, Chapter 15)
B	Mission capable (MICAAP) backorder.
C	Priority 1-3 backorder.
D	Repair/overhaul or service requirement meeting the criteria for public exigency requirements-Electronic warfare quick reaction capability (QRC) priority.

The above reasons are in accordance with AFMCR 57-7, and apply to both PRs and MIPRs.

**Note.** All incoming urgent PRs or MIPRs will be coded with PR/MIPR Priority Code D.

**Table A4.42. Proposed Fiscal Year Quantity (Proposed FYNN QTY).**

<b>Number of Characters</b>	Seven (7)
<b>Type of Code</b>	Numeric
<b>Source</b>	D035A, D041 or D062 as applicable
<b>Definition</b>	Quantities projected always reflect 12(FY) months quantities beyond current year projected quantities-D041 projections are for the preferred item of the subgroups within an I&S group (AFMCM 57-4)-D035A projections are for the master item of the I&S group (AFMCM 57-2)-D062 projections are for the master item of the I&S group (AFMCM 57-6)
<b>Code</b>	<b>Explanation</b>
XXXXXX-X	Self-explanatory

**Table A4.43. Purchase Unit.**

<b>Number of Characters</b>	Two
<b>Type of Code</b>	Alphabetic

**Definition**

A determinate amount or quantity used as a standard of measurement for other amounts or quantities of the same kind.(Reference D043A)

<b>Code</b>	<b>Item</b>	<b>Code</b>	<b>Item</b>	<b>Code</b>	<b>Item</b>
AM	Ampoule	HK	Hank	SX	Stick
AT	Assortment	HD	Hundred	SP	Strip
AY	Assembly	IN	Inch	MX	Thousand
BG	Bag	JR	Jar	TD	Twenty feet of an item
BE	Bale	KT	Kit	TE	Ten of an item
BA	Ball	LG	Length	TF	Twenty-five of an item
BR	Bar	LI	Liter	TN	Ton
BL	Barrel	LT	Lot	TO	Troy Ounce
BF	Board Foot	MC	Thousand cubic feet	TS	Thirty-six of an item
BO	Bolt	ME	Meal	TU	Tube
BK	Book	MR	Meter	VI	Vial
BT	Bottle	OZ	Ounce	YD	Yard
BX	Box	OT	Outfit		
BD	Bundle	PG	Package		
CK	Cake	PZ	Packet		
CN	Can	PD	Pad		
CB	Carboy	PR	Pair		
CA	Cartridge	PT	Pint		
CL	Coil	PM	Plate		
CE	Cone	LB	Pound		
CO	Container	QT	Quart		
CF	Cubic Foot	RA	Ration		
CD	Cubic Yard	RM	Ream		
CY	Cylinder	RL	Reel		
CZ	Cubic Meter	RO	Roll		
DZ	Dozen	SE	Set		
DR	Drum	SH	Sheet		
EA	Each	SO	Shot		
FT	Foot	SK	Skein		
FV	Five of an item	SD	Skid		
FY	Fifty of an item	SL	Spool		
GL	Gallon	SF	Square Foot		

GR Gross  
GP Group

SY Square Yard

**Table A4.44. Purchasing Office Identity.**

<b>Number of Characters</b>	Six
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	The office issuing the contractual document-This code is used in the solicitation phase and contract PIIN only-For additional codes see FAR Appendix G.
<b>Code</b>	<b>Explanation</b>
F34601	Oklahoma City ALC
F42600	Ogden ALC
F42610	
F42620	
F42630	
F41608	San Antonio ALC
F04606	Sacramento ALC
F09603	Warner Robins ALC
F33657	ASC Aeronautical Systems Center
F19628	ESC Electronic Systems Division
F61560	AFMC/USAFE Liaison Office

**Table A4.45. Reasons for Delayed Closing of Contract File.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	The factors which contribute to the delay in closing the contract file within the time period established as normal.
<b>Code</b>	<b>Explanation</b>
A	Contractor has not submitted final invoice/voucher
B	Final acceptance not received
C	Contractor has not submitted patent/royalty report.
D	Patent/royalty clearance required.
E	Contractor has not submitted proposal for final price redetermination.
F	Supplemental agreement covering final price redetermination required.
G	Settlement of subcontracts pending.
H	Final audits in process.
J	Disallowed cost pending.
K	Final audit of government property pending.
L	Independent research and development rates pending.
M	Negotiation of overhead rates pending.

N Extra funds requested but not yet received.  
P Reconciliation with paying office and contractor being accomplished.  
Q Armed Services Board of Contract Appeals case.  
R Public Law 85-804 case.  
S Litigation/investigation pending.  
T Termination in process.  
U Warranty clause action pending.  
V Disposition of government property pending.  
W Contract modification pending.  
X Contract assignment and release pending.  
1 Initial request to CAO for delayed closing reason.  
2 Secondary request to CAO for delayed closing reason.  
3 Closing in process.

**Table A4.46. Reasons for Contractor Delivery Date Revision (RFCDDR) (PJA/PJB).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	The expression of why delivery of an item will not be made within the contractual time standards.
<b>Code</b>	<b>Explanation</b>
A	Design and engineering problems
B	Specifications, drawings, or technical data documentation -submitted late
C	Specifications, drawings, or technical data documentation inadequate/defective.
D	Specifications, drawings, or technical data documentation approved late.
E	Inadequate facilities caused delay.
F	Special tooling and test equipment was requested late
G	Special tooling and test equipment was procured/supplied late.
H	Inadequate planning, manpower, or production scheduling
J	Contractor-or government-furnished raw material, requested late.
K	Contractor-or government-furnished raw material, procured/supplied late.
L	Contractor-or government-furnished raw material, rejected.
M	Government-or contractor-furnished property was ordered late.
N	Government-or contractor-furnished property was procured/supplied late.
P	Government-or contractor-furnished property was defective/rejected.
Q	Prototype model, lot sample test data submitted late
R	Prototype model, lot sample test data rejected.
S	Prototype model, lot sample test data approved late
T	Financial difficulty
U	Subcontractor failure
V	Contractor amendments-(Change orders, provisioning orders, amended shipping instructions, requested acceleration/ deceleration, and other contract modifications.)
W	Priority (higher priority assigned to other contracts).
X	Natural disaster (severe weather, flood, fire-caused delay).
Y	Strike
Z	Detailed narrative to follow.

For reporting purposes on the contractor Production Performance History Summary By Month, codes F, G, H, J, and K will be accumulated under DELAY REASON code totals K1 and G1-Codes L through P and U will be accumulated under DELAY REASON code totals as K2 or G2

**Table A4.47. Reasons For Revised Delivery Forecast (RFRDF).**

**(Appendix A23-B of MILSCAP Manual) (PJA/PJB)**

<b>Number of Characters</b>	Two
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Coded expression describing why delivery of an item will not be made by the contract delivery date
Assigned Responsible Agency	Re- MILSO Defense Logistics Agency
<b>Code</b>	<b>Explanation</b>
A1	Design and engineering problems, ECP/VECP action pending.
A2	Design and engineering problems, part no-feasibility being studied.
A3	Design and engineering problems, method interchangeability being studied.
A4	Design and engineering problems, software development
A5	Design and engineering problems, software integration
A6	Design and engineering problems, hardware integration.
A7	Design and engineering problems, software redesign required
A8	Design and engineering problems, mechanical redesign required
A9	Design and engineering problems, electrical redesign required
B1	Specifications, drawings, or technical data, submitted late
B2	Specifications, drawings, or technical data, approved late.
B3	Specifications, drawings, or technical data, inadequate.
B4	Specifications, drawings, or technical data, defective.
B5	Specifications, drawings, or technical data, change request for deviation.
B6	Specifications, drawings, or technical data, change request for waiver.
B7	Specifications not received by contractor.
B8	Drawings not received by contractor.
B9	Obsolete/incorrect drawings or specifications.
C1	Production facility, inadequate space/physical layout.
C2	Production facility, inadequate equipment.
C3	Production facility, inadequate equipment capacity.
C4	Production facility, safety violation.
C5	Production facility, health violation-space/physical layout
D1	Special tooling or test equipment provided, requested late
D2	Special tooling or test equipment provided, received late.
D3	Special tooling or test equipment manufactured in house; late.

- D4 Special tooling or test equipment contractor provided, inadequate.
- D5 Special tooling or test equipment contractor provided, defective.
- D6 Special tooling or test equipment contractor provided, not available.
- E1 Production-tooling breakdown.
- E2 Production-machinery breakdown.
- E3 Production-unsatisfactory quality/rework required.
- E4 Production-items rejected by QAR.
- E5 Production process inadequate.
- E6 Production scheduling difficulties.
- E7 Production-shop overload.
- E8 Production-items scrapped/remanufacture required.
- F1 Manpower problem, insufficient skilled personnel.
- F2 Manpower problem, inexperienced skilled personnel.
- F3 Manpower problem, loss of key management personnel.
- F4 Manpower problem, production unit understaffed.
- G1 Planning; unrealistic delivery schedule.
- G2 Planning; untimely purchase practice.
- G3 Planning; inadequate purchasing practices.
- G4 Planning; vendor selection inadequate.
- G5 Planning; vendor follow-up inadequate.
- G6 Planning; submitted items to packagers late.
- G7 Production plan inadequate.
- G8 Production plan not followed.
- H1 GFM/GFP requested late.
- H2 GFM/GFP supplied late.
- H3 GFM/GFP inadequate.
- H4 GFM/GFP defective.
- H5 GFM/GFP uneconomically repairable.
- H6 Government installation site unavailable.
- J1 First article, prototype, lot sample or test data submitted late.
- J2 First article, prototype, lot sample or test data approved late.
- J3 First article, prototype, lot sample or test data rejected by the Government.
- J4 First article, prototype, lot sample or test data awaiting Government disposition.
- K1 Financial problem, filed under Chapter 11.
- K2 Financial problem, withdraw of financial backing.
- K3 Financial problem, inadequate cash flow.
- K4 Financial problem, vendor(s) not paid.

L1	Vendor/subcontractor problem, shop overload.
L2	Vendor/subcontractor problem, materiel furnished rejected
L3	Vendor/subcontractor problem, basic materiel shortage.
L4	Vendor/subcontractor problem, tooling breakdown.
L5	Vendor/subcontractor problem, equipment breakdown.
L6	Vendor/subcontractor problem, scheduling deficiencies
M1	Contract modification/amendments, in process.
M2	Contract modification/amendments, not received by contractor
M3	Contract modification/amendments, contractual requirements not definitized.
M4	Contract modification/amendments, requested by contractor
M5	Termination/cancellation pending.
M6	Contractual delivery date not in conformance with bid proposal.
M7	Contractor misinterpreted contract requirements
M8	Contractual clarification required-DD Form 1716 (Contract Data Package Recommendation/Deficiency Report) pending.
N1	Priority problem; prior receipt of DX rated contract at contractor.
N2	Priority problem; prior receipt of DX rated purchase order/subcontract at vendor/subcontractor.
N3	Priority problem; prior receipt of DO rated contract by contractor.
N4	Priority problem; prior receipt of DO rated purchase order/subcontract at vendor/subcontractor.
N5	Priority problem, accomplished production out of schedule sequence for readiness/acceleration request
P1	Natural disaster, fire
P2	Natural disaster, flood
P3	Natural disaster, extreme weather
P4	Natural disaster, earthquake
Q1	Strike, prime contractor.
Q2	Strike, subcontractor
Q3	Strike, supplier.
Q4	Strike, carrier.
Q5	Strike, other.
T1	Transportation problem, GBL not requested.
T2	Transportation problem, GBL requested late.
T3	Transportation problem, GBL received late.
T4	Transportation problem, carrier deficiencies
T5	Transportation problem, shipping instructions not requested.
T6	Transportation problem, shipping instructions requested late.

- T7 Transportation problem, shipping instructions not received.
- T8 Transportation problem, TCN not requested.
- T9 Transportation problem, TCN received/requested late.
- U0 Unknown/not identified.
- V1 Energy shortage, natural gas.
- V2 Energy shortage, electricity.
- V3 Energy shortage, coal.
- V4 Energy shortage, gasoline.
- V5 Energy shortage, fuel oil (all types).
- V6 Energy shortage, liquefied gas (all types).
- W1 Delivery documentation, shipped without source inspection or acceptance.
- W2 Delivery documentation, shipped without DD Form 250.
- W3 Delivery documentation, DD Form 250 prepared incorrectly.
- W4 Delivery documentation, unsigned DD Form 250 for destination acceptance items not sent to CAO
- W5 Delivery documentation, shipped without certification of conformance.

**Table A4.48. Reference Number Category Code (RNC).**

**Number of Characters** Two (2)  
**Type of Code** Numeric  
**Source** D043B  
**Definition** This code is composed of the reference number category code (RNCC) (position 1) and the reference number variance code (RNVC) (position 2)-(DOD 4100.39-M, volume 10). The RNCC designates the relationship of a reference number to the item of supply. The RNVC indicates that a cited reference number is item identifying, is not item identifying, or is a reference number for information only. All part numbers and manufacturer codes with the following combination or RNCC/RNVC codes will be selected for each stock number. This process eliminated part numbers not authorized by D043B.

Code 1	Code 2	Explanation
3	2	Buy item, identifies actual manufacturer to buy from.
1	2	Source control, Non-reparable, tells "who" to buy from.
7	2	Specification control, identifies drawing and suggests "who" to buy from.
1	3	Source control, reparable-tells "who" to buy from.
2	2	Military specification, may have suggestions on "who" to buy from.

**Table A4.49. Schedule Status.**

**Number of Characters** One  
**Type of Code:** Alphabetic  
**Definition** Estimated or undefinitized indicator denotes the status of the schedule date.

Code	Explanation
A	Actual Date
E	Estimated Date
M	Multiple forecast date (reflected in schedule status on AFMC Form 339; machine-generated).
R	Forecasted date (reflected in schedule status on AFMC Form 339; machine generated).
U	Undefinitized date.

**Table A4.50. Size and Type of Action.**

**Number of Characters** One

<b>Type of Cod</b>	Numeric
<b>Definition</b>	Code denotes type of contractual action, whether basic or modification, and monetary values involved, whether greater than \$25,000 or \$25,000 and less-Code is machine assigned (but for Non-PR actions only, can be changed by input of a CX transaction).
<b>Code</b>	<b>Explanation</b>
1	Actions of over \$25,000 (except modifications).
2	Actions of \$25,000 and less (except modifications).
3	Modifications over \$25,000 obligating funds.
4	Modifications over \$25,000 deobligating funds.
5	Modifications \$25,000 and less obligating funds.
6	Modifications \$25,000 and less deobligating funds.
7	Modification not obligating funds.
8	Modifications \$25,000 and less which modify an existing contract to award the set-aside portion of small business or labor surplus area set-aside to successful bidders of the non-set-aside portion.
9	Actions other than modifications not obligating funds.

**Table A4.51. Source of Shipment Notice Indicator.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Code identifies source of shipment notice when other than DD Form 250.
<b>Code</b>	<b>Explanation</b>
N	Non-DD Form 250 source indicator.
Blank	DD Form 250 source indicator.
D	Administrator or buying personnel
G	General Dynamics
A	AMIS
L	Lockheed

**Table A4.52. Source Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	Identification of system or ALC originating data record.
<b>Code</b>	<b>Explanation</b>
A	Preaward
B	Postaward
C	J023 system
D	D220 System
E	Contract Administration Office (CAO)-(Applies only to MILSCAP transactions)
F	Sacramento ALC code
G	Ogden ALC code
H	Oklahoma City code
L	Warner Robins code
P	San Antonio ALC code
Q	D035A receipt source notices
R	D034A receipt source notices
S	D033 receipt source notices
U	Machine generated

**Table A4.53. Special Federal Stock Class Assignments.**

<b>Number of Characters</b>	Four
<b>Type of Code</b>	Numeric

**Definition** Codes used to identify requirements such as DATA SERVICES, REPAIR and OVERHAUL, and so forth, when no FSC line items are being purchased- Source -PR/MIPR Document.

<b>Code</b>	<b>Explanation</b>
0000	Provisioning
0001	Data
0002	Services (includes contract technical services, research, development, test, and evaluation, and so forth)
0003	Repair and overhaul
0004	Modification and retrofit
0005	Indefinite quantity (basic contract)
0006	Requirements type contract
0007	Catalog type contract
0008	CP funds for stock lost items for maintenance contracts (reimbursable)
0009	First destination transportation (FDT) charges
0010	Technical Orders/Manuals
0011	Reliability Improvement Warranty

Note. Psuedocodes 0005, 0006, and 0007 apply only to basic instruments or modifications thereto and cannot be cited on orders against basic instruments.

**Table A4.54. Sources Solicited.**

**Number of One Characters**

**Type of Code** Alphanumeric

**Definition** Total number of sources solicited.

<b>Code</b>	<b>Explanation</b>	<b>PHR Print</b>
0	None	0
1	One	1
2	Two	2
3	Three	3
4	Four	4
5	Five	5
6	Six	6
7	Seven	7
8	Eight	8
9	Nine	9
A	Ten	10
B	Eleven	11
C	Twelve	12
D	Thirteen	13
E	Fourteen	14
F	Fifteen	15
G	Sixteen	16
H	Seventeen	17
J	Eighteen	18
K	Nineteen	19
L	Twenty	20
M	Twenty-One	21
N	Twenty-Two	22
P	Twenty-Three	23
Q	Twenty-Four	24
R	Twenty-Five	25
S	Twenty-Six2	6
T	Twenty-Seven	27
U	Twenty-Eight	28
V	Twenty-Nine	29
W	Thirty	30
X	Thirty-One	31

Y	Thirty-Two	32
Z	Over Thirty-Two	Z

**Table A4.55. Supplemental Kind of Contract Code.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphanumeric
<b>Definition</b>	Identifies various kinds of contracts-Source AFMC Form 453.
<b>Code</b>	<b>Explanation</b>
1	Non-Personal Service Contract.
2	CLS/ICS/Fleet Support Contract
3	Contract Out Reverse Engineering Contract
4	Surplus Contract
5	Composite Supply/Service Contract
6	Fuels Contract
7	Engineering Service Contract
8	No Cost Storage Contract
9	Repair Contract
A	Tire and Tube Repair
B	Contractor Field Team Contract
C	Composite Provisioning/Non-Provisioning
D	Major Mods Over \$100 Million
E	Major Mods Under \$100 Million
F	Contract Field Team Order
G	Repair Contracts (Non Public/Private Competition)
H	Repair Contracts (Public/Private Competition)

**Table A4.56. Type Contract Instrument.**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	A character placed in the ninth position of the Purchasing Instrument Identification Number (PIIN) to indicate the type of contractual instrument so identified (DOD FAR Supplement 4.7003-1, April 1984).
<b>Code</b>	<b>Explanation</b>
A	Blanket purchase agreements.
B	Invitation for bid.
C	Contracts, including letter contracts, contracts incorporating basic agreements, and contracts providing subsequent provisioning, but excluding indefinite delivery type contracts.
D	Indefinite delivery type contracts.
E	Facilities contract.

- F Delivery orders placed with or through other Government Departments or agencies or against contracts placed by such Departments or agencies (that is, outside the Department of Defense and including blind-made supplies).
- G Basic Ordering Agreements.
- H Agreements, including basic agreements.
- J Orders against basic Contracts
- K Loan Agreement
- L Lease Agreement.
- M Purchase Order -Manual-(Assign W when numbering capability of M becomes exhausted during a fiscal year.)
- N Notice of intent to purchase.
- P Purchase Order -Automated-(Assign V when numbering capability of P becomes exhausted during a fiscal year.)
- Q Request for quotation -Manual.
- R Request for Proposal.
- S Sales Contract.
- T Request for Quotation -Automated-(Assign U when numbering capability of T becomes exhausted during a fiscal year.)

**Table A4.57. Type Instrument.**

**Number of One Characters**

**Type of Code** Alphanumeric

**Definition** Identifies type of contract to be issued to satisfy the purchase request requirement-Source -Buyer Data Abstract, AFMC Form 453.

<b>Code</b>	<b>Explanation</b>
1	Purchase order
2	Blanket purchase agreement call (BPA call.)
3	Task orders
4	Blanket purchase agreement (basic).
5	Indefinite delivery contract (basic).
6	Indefinite delivery contract (order).
7	Federal supply schedule (machine-assigned).
8	Catalog contract (basic).
9	Catalog contract (order).
0	Used in the postaward PBA transaction to blank type instrument code.
A	Two-step sealed bid.
B	Basic ordering agreement (BOA).
C	Priced BOA order.
D	Unpriced BOA order definitization.
E	Delivery schedule revision.
F	Modification awarding set-aside portion to winner of nonset-aside portion (applies to modification of less than \$25,000).
G	Transfer of purchasing office function.
H	Unpriced purchase order.
J	Two step negotiated.
K	Unpriced purchase order -local definitization.
L	Letter contract issuance.
M	ISI-ASI
N	Unpriced BOA order issuance.
P	Modification for provisioned item orders.
Q	Partial termination (all LI not completely terminated).
R	Bilateral modification.
S	Unpriced modification (change order) issuance.
T	Complete termination (all line items completely terminated) -Use only for termination for default.
U	Unilateral modification.

- V Complete termination (all line items completely terminated)- Use only for terminationfor convenience.
- W Letter contract definitization.
- X Modification definitization (change order).
- Y Sealed bid contract.
- Z Negotiated contract.

**Table A4.58. Type Contract Line Item (Postaward).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alpha
<b>Definition</b>	Used as an identifier for each contract line item- Input on PAE/PBE record, position 77.
<b>Code</b>	<b>Explanation</b>
B	MIPR line item
D	Reclamation (Project line item).
G	Product Center-funded and contracted equipment item
K	Bailment/loan line item
N	Nonprovisioning
P	Provisioning
R	Reclamation (Contract line item)
T	Termination line item
Y	Interservice supply support procedures (ISSP) line item.

**Table A4.59. Type Of Contract (Type Pricing Arrangement).**

<b>Number of Characters</b>	One
<b>Type of Code</b>	Alphabetic
<b>Definition</b>	The specific kinds of contract pricing provisions as differentiated by structure and clause content of the contract.
<b>Code</b>	<b>Explanation</b>
A	Type A (Fixed Price Redetermination)
J	Firm Fixed Price
K	Fixed Price Escalation
L	With Performance Incentive (Fixed Price)
R	Cost-Plus-Award-Fee
S	Cost Contract
T	Cost Sharing
U	Cost-Plus-Fixed-Fee
V	Cost-Plus-Incentive-Fee (With Performance Incentive)
Y	Time and Materials
Z	Labor Hour
BLANK	No Cost

**Table A4.60. Type of Contractor.**

<b>Number of Characters</b>	<b>Type of Code</b>	<b>Alpha</b>	<b>Definition</b>	<b>PHR Print</b>
			The classification of contractors in accordance with the applicable provisions of FAR.	
			<b>*Explanation</b>	
			<b>LARGE BUSINESS</b>	
A			Large Business -Any business concern not appropriate for classification of small, women-owned, disadvantaged, non-profit, outside USA, foreign or intra-governmental as defined in codes below.	LB
B			Women-Owned Business (Large) -A business concern that is women-owned and NOT small.	LW
M			Large Disadvantaged Business Concern -Any business concern owned and controlled by socially and economically disadvantaged individuals, that is NOT women-owned, and NOT Small.	LDB
			<b>INTRA-GOVERNMENTAL</b>	
G			Orders under General Service Administration (GSA)/federal supply schedule (FSS)	IG
I			Intra-governmental- Self-explanatory-(Use with Extent of Competition/ ADV-NEG Code OO only)- Excludes orders under GSA/FSS.	IG
			<b>SMALL BUSINESS</b>	
J			Small Business -A business concern in the US and possessions meeting the criteria established in FAR.	SB
N			Women-owned Business (Small) -A business concern that is Women-owned is Small Business, and is NOT a Disadvantaged Business concern.	SW
S			Women-owned Business (Small) -A business concern that is Women-owned is Small Business, and is a Disadvantaged Business concern.	SWD
T			Small Disadvantaged Business -A business concern (NOT women-owned) which is owned and controlled by socially and economically disadvantaged individuals and is a Small Business.	SDB
			<b>NON-PROFIT</b>	
K			Any corporation, foundation, trust educational or scientific institution not organized for profit.	NP
			<b>FOREIGN</b>	

L Principal place of performance is outside the United States, its possessions, Puerto Rico and the Trust Territory of the Pacific Islands. OS

R Foreign contractor for work within USA-The contractor is an overseas firm work will be performed within the United States, its possessions, Puerto Rico, and the Trust Territory of the Pacific Islands. FUS

OTHER

H Historically Black Colleges and Universities/Minority Institutions

W Sheltered workshops

\*Enter code I or G whenever applicable regardless of performance-Enter code A, B, H, J, K, M, N, R, S, T, or W if place of performance is within the United States, its possessions, Puerto Rico and a Trust Territory of the Pacific Islands-If outside, use code L.

**Table A4.61. Type Requirement.**

**Number of Characters** One

**Type of Code** Numeric

**Definition** A code entered on the PR/MIPR by the IM. This code enables management to determine how much money is spent in support of the following requirements.

<b>Code</b>	<b>Explanation</b>
2	Non-FMS
3	Foreign Military Sales (FMS)

**Table A4.62. Unit Cost.**

**Number of Characters** Ten (10)

**Type of Code** Dollars

**Source** D041, D062

**Definition:** D041, D062 items only-D035A items N/A-The unit cost is called the forecasted unit cost (FUC) in the D041 system-The FUC was developed to be used in variable safety level (VSL) processing and central secondary item stratification (CSIS) buy budget projections- The D041 system computes the FUC by multiplying the appropriate inflation factor by the standard unit price-Inflation factors are determined by converting the date of last price (DOLP) to a fiscal year, then comparing the fiscal year to a table in J041 which contains an inflation factor for each fiscal year-This inflation factor is then used to calculate the FUC-Inflation tables are updated periodically-The DOLP will be overlaid quarterly, to D041 from J041, but if a more current contractor's quote or estimate is received and file maintained, the inventory management specialist (IMS) will also file maintain the DOLP into D041-The IMS will use the FUC when preparing purchase requests-The unit cost is called actual unit cost in the D062 system- The actual unit cost excludes the loss or obsolescence factor in the standard unit price input from D035A, but includes the first destination transportation charge and the price stabilization surcharge (AFMCR 57-6)

<b>Code</b>	<b>Explanation</b>
\$\$-\$.99	Self-explanatory

**Table A4.63. Value Engineering (VE).**

**Number of Characters** One

**Type of Code** Alphabetic

**Definition** Denotes extent of value engineering entered into with a contractor by the Government in a contracting action.

<b>Code</b>	<b>Explanation</b>
A	Yes
S	No

**Table A4.64. Variation in Quantity.**

**Number of Characters** One

**Type of Code** Alphanumeric

**Definition** Allowable variance of quantity granted contractor either as over or under total quantity ordered.

<b>Code</b>	<b>Explanation</b>
0	10 Percent
1	1 Percent
2	2 Percent
3	3 Percent
4	4 Percent
5	5 Percent
6	6 Percent
7	7 Percent
8	8 Percent
9	9 Percent
X	Blank

**Table A4.65. War Reserve Material Indicator (WRM).**

**Number of Characters** One

**Type of Code** Alphabetic

**Definition** Code identifies, for reporting purposes, the general classification or reason by line item for supplies and/or services being contracted.

<b>Code</b>	<b>Explanation</b>
S	War reserve material indicator (WRSK/BLSS).
T	War reserve material indicator (purpose B/D to P).