



Department of Defense MANUAL

NUMBER 4140.26, Volume 6

July 18, 2014

Incorporating Change 3, October, 22, 2019

USD(A&S)

SUBJECT: DoD Integrated Materiel Management (IMM) for Consumable Items: Supply Support Requests (SSRs)

References: See Enclosure 1

1. PURPOSE

a. Manual. This manual is composed of several volumes, each containing its own purpose. In accordance with the authority in DoD Directive 5134.12 (Reference (a)) and the July 13, 2018 Deputy Secretary of Defense Memorandum (Reference (b)), the purpose of the overall manual is to provide requirements and procedures consistent with DoD Instruction 4140.01 (Reference (c)) for integrated materiel managers and others who work within or with the DoD supply system to:

- (1) Determine if an item qualifies for supply support management.
- (2) Submit and process SSRs and logistic reassignment transactions.

b. Volume. This volume:

(1) Reissues DoD Manual 4140.26, Volume 6 (Reference (d)) in accordance with the authority in Reference (a).

(2) Establishes uniform guidance for:

(a) IMM processes and management controls dealing with SSR processes and procedures.

(b) Recording of user interest, to include applicable civilian agencies on integrated materiel manager-managed National Stock Number (NSN) items.

(c) Identifying DoD Components' demands for NSN and part-numbered items.

2. APPLICABILITY. This volume applies to:

a. OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this volume as the “DoD Components”).

b. Federal agency organizations participating with the DoD Components, e.g., the U.S. Coast Guard (USCG), Federal Aviation Administration (FAA), and General Services Administration (GSA), but only when and to the extent they adopt the terms of this manual.

3. RESPONSIBILITIES. See Enclosure 2.

4. PROCEDURES. See Enclosure 3.

5. RELEASABILITY. **Cleared for public release.** This volume is available on the Directives Division Website at <https://www.esd.whs.mil/DD/>.

6. SUMMARY OF CHANGE 3. This change is administrative and updates references and organizational symbols to reflect the reorganization of the Office of the Under Secretary of Defense for Acquisition, Technology, and Logistics, pursuant to Reference (b).

7. EFFECTIVE DATE. This volume is effective July 18, 2014.



Paul. D. Peters
Acting Assistant Secretary of Defense
for Logistics and Materiel Readiness

Enclosures

1. References
2. Responsibilities
3. Procedures
4. SSR Control Elements and Timeframes Objectives
5. Use of SIASCN

Glossary

TABLE OF CONTENTS

ENCLOSURE 1: REFERENCES.....5

ENCLOSURE 2: RESPONSIBILITIES.....6

 ASSISTANT SECRETARY OF DEFENSE FOR SUSTAINMENT (ASD(S))6

 DOD COMPONENT HEADS; COMMANDANT, USCG; AND ADMINISTRATORS
 OF OTHER FEDERAL AGENCIES6

ENCLOSURE 3: PROCEDURES.....7

 OPERATIONAL REQUIREMENTS PROCESSES.....7

 SSR SUBMISSIONS.....8

 DLA TRANSACTION SERVICES PROCESSING OF SSR SUBMISSIONS12

 IMM SSR RECEIPT PROCESSING12

 SSR PROCESSING.....13

 SSR REJECT AND FOLLOW-UP ADVICE PROCEDURES19

 SSR FINAL ADVICE PROCEDURES20

 NOTIFICATION OF REPETITIVE DEMANDS FOR NONREGISTERED
 PARTICIPANTS21

 APENDIX TO ENCLOSURE 3.....23

 SSR ATCS23

ENCLOSURE 4: SSR CONTROL ELEMENTS AND TIMEFRAME OBJECTIVES66

 SSR CONTROL ELEMENTS.....66

 ALLOWED TIMES.....66

ENCLOSURE 5: USE OF SIASCN.....68

 USE OF SIASCN IN SSRs.....68

 EXECUTIVE SERVICE68

 PARTICIPATING DoD COMPONENT.....69

 INTEGRATED MATERIEL MANAGERS’ USE OF SIASCN70

GLOSSARY71

 PART I: ABBREVIATIONS AND ACRONYMS71

 PART II: DEFINITIONS.....75

TABLES

1. SSR ATC – Alphabetic	23
2. SSR ATC – Numeric	23
3. SSR Data Elements	28
4. PDSSR	43
5. LISSR - Condition 1	45
6. LISSR - Condition 2	47
7. LISSR - Condition 3 (Card 1).....	49
8. LISSR - Condition 3 (Card 2).....	52
9. Additional Reference Number-DIC CXG	53
10. Additional User - DIC CXK	54
11. Item Name Card DIC CXF	55
12. LIAC Final Positive Advice.....	56
13. LIAC Integrated Materiel Manager-to-SSR Submitter Interim Advice	57
14. LIAC Integrated Materiel Manager-to-SSR Submitter Reject Advice.....	58
15. LIAC SSR Submitter-to-Integrated Materiel Manager Reply to Offer	59
16. LIAC SSR Submitter-to-Integrated Materiel Manager Follow-Up	60
17. LIAC Reply to DIC CX3 Follow-Up.....	60
18. LIAC Additional Data Card for ATC 36 Rejects	61
19. LIAC Out-year Requirement Card.....	62
20. Data Distribution List for Notification of Repetitive Demands for Non-registered Users	63
21. SSR Timeframe Objectives.....	67
22. Alphabetic Prefixes Assigned to SAISCN.....	69

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5134.12, “Assistant Secretary of Defense for Logistics and Materiel Readiness (ASD(L&MR)),” May 25, 2000, as amended
- (b) Deputy Secretary of Defense Memorandum, “Establishment of the Office of the Under Secretary of Defense for Research and Engineering and the Office of the Under Secretary of Defense for Acquisition and Sustainment,” July 13, 2018
- (c) DoD Instruction 4140.01, “DoD Supply Chain Materiel Management Policy,” March 6, 2019
- (d) DoD 4140.26-M, Volume 6, “DoD Integrated Materiel Management (IMM) for Consumable Items: Supply Support Requests (SSRs),” September 24, 2010 (hereby cancelled)
- (e) Executive Order 13423, “Strengthening Federal Environmental, Energy, and Transportation Management,” January 24, 2007
- (f) Council on Environmental Quality Memorandum, “Instructions for Implementing Executive Order 13423,” March 29, 2007
- (g) Executive Order 13514, “Federal Leadership in Environmental, Energy, and Economic Performance,” October 5, 2009
- (h) DoD Instruction 4715.23, “Integrated Recycling and Solid Waste Management,” October 24, 2016
- (i) DoD Manual 4100.39, “Federal Logistics Information System (FLIS) Procedures,” March 8, 2017, as amended
- (j) Government Electronics and Information Technology Association Standard (GEIA STD) 0007, “Logistics Product Data,” August 2007¹
- (k) Defense Federal Acquisition Regulation Supplement, current edition
- (l) Section 2320 of Title 10, United States Code

¹ Available on the internet at <http://www.ihs.com/index.aspx>

ENCLOSURE 2

RESPONSIBILITIES

1. ASSISTANT SECRETARY OF DEFENSE FOR SUSTAINMENT (ASD(S)). Under the authority, direction, and control of the Under Secretary of Defense for Acquisition and Sustainment, the ASD(S) oversees SSR procedures to optimize resources and leverage collaboration between support providers and customers to meet established support strategies.

2. DOD COMPONENT HEADS; COMMANDANT, USCG; AND ADMINISTRATORS OF OTHER FEDERAL AGENCIES. The DoD Component heads; and the Commandant, USCG and administrators of other federal agencies (e.g., FAA and GSA), when agreed to by these non-DoD other federal agencies:

- a. Implement the procedures in this volume.
- b. Select best value and lifecycle materiel support alternatives for meeting customer materiel requirements.
- c. Ensure that cognizant materiel managers actively interface with the program manager and participate as early as feasible for each weapon system acquisition program to ensure effective provisioning support of the warfighter.
- d. Jointly collaborate during the provisioning process to increase information sharing and improve requirements forecasting.

ENCLOSURE 3

PROCEDURES

1. OPERATIONAL REQUIREMENTS PROCESSES

a. Materiel managers will transmit SSRs electronically and process the SSRs according to the procedures contained in this volume. SSR procedures apply to consumable items subject to item management assignment to an integrated materiel manager, including:

- (1) Items already managed by an integrated materiel manager.
- (2) New items being assigned to an integrated materiel manager for the first time.
- (3) Initial and follow-on supply support requirements.
- (4) Items used only by a foreign country, which U.S. forces subsequently require.
- (5) Items that require reinstatement or reactivation.

b. SSR procedures do not currently apply to:

- (1) Medical materiel.
- (2) Clothing and textiles.
- (3) Subsistence items.
- (4) Fuels.
- (5) Ammunition.
- (6) Non-consumable items.
- (7) Nuclear ordnance items.

c. Foreign countries do not submit SSRs.

d. In accordance with Executive Order 13423 (Reference (e)), the implementing Council on Environmental Quality Memorandum (Reference (f)), and Executive Order 13514 (Reference (g)), where such products and services meet performance requirements, DoD Components will:

- (1) Use sustainable environmental practices to acquire goods.

(2) Acquire bio-based, environmentally-preferable, energy-efficient, water-efficient, and recycled-content products.

(3) Acquire paper of at least 30 percent post-consumer fiber content.

(4) Reduce the quantity of toxic and hazardous chemicals and materials acquired in accordance with DoD Instruction 4715.23 (Reference (h)).

2. SSR SUBMISSIONS. The SSR process updates catalog data in the Federal Logistics Information System (FLIS) database, establishes new NSNs in FLIS, and communicates new or changed requirements for consumable items to the integrated materiel manager.

a. DoD Component SSR Submissions

(1) SSR Formats. These procedures address standardized formats, data elements, coding instructions, engineering data for provisioning (EDFP) requirements, controls, validation, file maintenance, and transmission. Each SSR format communicates events or actions that occur during the SSR process. SSRs are categorized into major types based on these events and actions. The transactions are the primary inputs to and outputs from the SSR process.

(a) Through the use of document identifier codes (DICs) and SSR action-taken codes (ATCs) (see Tables 1 and 2 of the appendix to this enclosure), a submitter may request that an action be taken or an SSR receiver may communicate an action that has been taken.

(b) SSR submitters will use standard edit and validation procedures and criteria and the codes and formats contained in the tables of this volume. They will correct invalid data conditions and resubmit SSRs, as appropriate.

(2) Item Entry Control (IEC)

(a) Before submitting SSRs, preparers will:

1. Perform item identification functions to ensure the correct identification of supply items.

2. Review item identifying information, commercial and government entity (CAGE) code reference number, unit of issue (UI), item name, and EDFP; and screen each item against FLIS in accordance with the procedures in DoD Manual 4100.39 (Reference (i)).

3. Review match conditions and accomplish determinations of “standard,” “alternate,” “replacement,” “substitute,” or “cancelled.”

4. Identify items to the correct NSN and integrated materiel manager.

(b) When probable or possible matches from the FLIS database are not technically acceptable, the SSR submitter will use the appropriate reference number justification code (RNJC) contained in Reference (i).

(3) SSR Submission Conditions. Submit SSRs to cover:

(a) Initial requests to record a user for new and existing NSN items.

(b) Subsequent submission of SSRs as initial or change transactions to cover:

1. Equipment design changes.

2. Follow-on provisioning of the same equipment from the same contractor under a different contract.

3. Re-provisioning of the same equipment from a different contractor under a different contract.

4. Requirements for the same equipment from a different contractor under the same contract with equipment deliveries spread across 2 or more years.

5. Requirements for items not originally provisioned that are generated from requisition processing or requests for support from field activities.

6. Requirements for different equipment that use the same parts.

(4) Support of Requirements. The SSR submitters or their field units, in support of their requirements submitted on SSRs, will:

(a) Forward funded requisitions to the integrated materiel manager.

(b) Budget for and procure support quantities as required until the support date indicated in the accept advice transaction.

(c) Submit an adjustment in requirements when the initial requirement has changed or is found to be no longer needed prior to the established date the repair part is required.

(d) Submit a design change notice (DCN) when an item's configuration changes.

b. SSR Submitting Agency or Activity Responsibilities. The SSR submitting agency or activity will:

(1) Maintain SSR submission records, advices, changes, and DCNs.

(a) Retain documentation showing how the forecast quantities were computed for at least 3 years after the support date.

(b) Review data provided by the integrated materiel manager to determine the cause when actual demand varies from the forecast quantities, and initiate action to improve future forecasts, as appropriate.

(c) Perform systemic data exchanges when adjustments to forecast quantities are required.

(2) Perform these actions in submitting requests.

(a) Identify an SSR requesting support for NSN items with DICs “W/CWA” and “W/CXA” that contains the information required to process the item. This information includes SSR control elements, item management data, and requirements data. Prepare NSN requests according to the instructions contained in Tables 4 through 6 in the appendix to this enclosure. NSN requests fall into one of two categories:

1. Condition 1 SSR for an NSN managed by an integrated materiel manager.

2. Condition 2 SSR for an NSN that has no recorded integrated materiel manager in the FLIS database, or recorded Service users.

(b) Identify an SSR requesting support for part number (P/N) items, referred to as a Condition 3 SSR, with DIC “CXB”, which contains the full range of cataloging and management data required for the integrated materiel manager or designated agent to obtain an NSN. Prepare the requests in accordance with procedures and formats in Tables 7 and 8 of the appendix to this enclosure. Submission of EDFP is required for all CXB transactions (see Table 40 of Volume 10 of Reference (i) for CAGE codes that require no data submission with SSR).

(c) Post the SSRs to SSR files and establish controls to ensure the receipt of advice from the integrated materiel manager. Provide support advice within allowed timeframes as specified in Table 21 in Enclosure 4 of this volume. If the support advice has not been received, send a follow-up to the integrated materiel manager.

(d) Include quantities needed to support participating Service requirements when acting as the Executive Service during joint Service provisioning.

(3) Submit EDFP.

(a) Submission Process. EDFP approved at provisioning is required as part of the SSR submission process for:

1. Technical identification of items for maintenance support considerations.

2. Preparation of item identification for the purpose of assigning NSNs.

3. Review for IEC.

4. Standardization.
5. Review for potential interchangeability and substitutability.
6. Item management codes (IMCs).
7. Cube, weight, packaging, shipping and handling requirements.

(b) Submission Requirements. When available, submit EDFP for all initial SSRs requesting NSN assignment. When EDFP is not available, identify the item at least by CAGE and a definitive reference number, item name, DIC “CXF,” and UI to permit NSN assignment. Assignment of the technical data justification code (TDJC) in the request transaction indicates the reason documentation is not provided for an item.

(c) Order of Precedence. See Government Electronics and Information Technology Association Standard 0007 (Reference (j)) for logistics product data guidance. If EDFP is not available, submit SSRs with DIC “CXF” and item name. When additional reference numbers are available, submit DIC “CXG(s).”

(4) Process special requirements.

(a) Sole Source Justification. The SSR submitter will provide a justification statement as required by subpart 206.3 of the Defense Federal Acquisition Regulation Supplement (Reference (k)), for sole-source procurement of items.

(b) Non-Definitive UI Description. When the UI for a new item is non-definitive, the EDFP will reveal the quantitative measure for the UI. For example, if the unit is a tube, and the tube contains 5 ounces of material, the EDFP will indicate that the tube contains 5 ounces. If the UI is a sheet, provide the dimensions of the sheet. If a non-definitive UI is received without the required quantitative measure, reject the SSR using ATC “70.”

(c) Non-Definitive Reference Numbers. When the reference number submitted for a new item is a non-definitive reference number variation code (RNVC) 1, the EDFP will provide the necessary descriptive information for the integrated materiel manager or designated agent to accomplish stock numbering actions. For example, when the reference number submitted is a non-definitive (e.g., RNVC 1) specification item, the engineering data for provisioning will provide:

1. Descriptive characteristics of the item, e.g., type, style, color, dimensions.
2. Definitive identification of cube, weight, packaging, shipping and handling requirements.
3. Dimensional, material, mechanical, electrical, or other characteristics that depict the physical characteristics, location, and function of the item.

4. Other data as required by the ordering data section of the specification.

(5) Annotate the contract number under which the EDPF was procured, if appropriate, and the right to use (or restrictions) on drawings and other documentation. See Volume 2 of this manual for procedures on contractor managed consumable items that become common to other Services. Provide the SSR submitter and IMM activity codes, provisioning control code (PCC), item serial number (ISN), and date of request (DOR) to facilitate filing and matchup of the EDPF with SSR transactions.

(6) Transmit the SSR transaction via Defense Logistics Agency (DLA) Transaction Services and receive acknowledgement of receipt.

(7) Provide a point of contact for each SSR to facilitate problem resolution. The DoD Components will provide a point of contact to the IMM for SSRs to receive, process, and facilitate problem resolution.

(8) Provide an established acquisition method code (AMC) and acquisition method suffix code (AMSC), at no cost to the integrated materiel manager, which allows for immediate procurement of items on SSR. The AMC/AMSC 0/0, while a valid code combination, does not establish the acquisition method and delays the procurement cycle. To optimize the SSR process and minimize procurement delays, the DoD Components will eliminate SSR submissions with an AMC/AMSC 0/0, where possible. If assistance is required in establishing an AMC/AMSC that ensures valid procurement combinations, contact the Engineering Support Office of the DoD Component responsible for configuration management of the item.

3. DLA TRANSACTION SERVICES PROCESSING OF SSR SUBMISSIONS. DLA Transaction Services will perform these actions for SSRs messages submitted by DoD Component users:

- a. Receive and acknowledge receipt of SSR messages from the DoD Components.
- b. Identify the responsible integrated materiel manager for the submitted SSR.
- c. Forward the SSR to the responsible integrated materiel manager.
- d. Transmit SSR messages from integrated materiel managers to the submitting Military Service.

4. IMM SSR RECEIPT PROCESSING. The integrated materiel manager or designated agent, hereafter referred to collectively as the integrated materiel managers, will:

- a. Receive the SSR package and send an acknowledgement through DLA Transaction Services.

b. Provide visibility of the process to the originator.

c. When the SSR is received, the integrated materiel manager will perform IEC using available resources including provisioning screenings, internal files, catalogs, EDFP from the SSR submitter, etc. Whenever possible, the result of IEC will be used to accept, offer a substitute, or reroute an item to the correct integrated materiel manager rather than rejecting the item back to the submitter for resubmission. Similarly, reactivate or reinstate inactive and terminal items, whenever possible, if a standard, replacement, or substitute item is not available.

d. Prepare federal item identification descriptions for new items entering the supply system using the EDFP received from the SSR submitter, its own files, or obtained from contractors. Obtain NSNs and provide to the SSR submitter. Include service packaging and handling, U.S. Transportation Command (USTRANSCOM) freight data.

e. Determine the range and quantity of items to be stocked in the supply system based on the forecast of retail and wholesale quantities and other information provided in the SSR. Reflect the method of support decision by assigning an acquisition advice code (AAC).

(1) After assignment of the AAC, the integrated materiel manager will determine the projected support date and requirements to meet the level of support needed for the SSR. Include the date of support in the response forwarded to the SSR submitter when the IMM date of support is different from the requested date of support.

(2) The integrated materiel manager will augment stocks as necessary to support the SSR requirement when sufficient funding is available.

f. Make an annual comparison for the first 2 years after the date repair part required (DRPR) of forecasted requirements to actual demands it receives for new items in its supply system. For those forecast requirements in which actual demand varies from the forecast, the integrated materiel manager will provide the SSR summary with data showing the variances. The DoD Component will review the SSR summary and provide a response.

5. SSR PROCESSING

a. DoD Component Submitter SSR Processing. On receipt of an interim advice code transaction, the SSR submitter will review the ATC to determine proper response, update the item history record, and determine required actions. Actions may include conducting an engineering review, deleting the original SSR, and preparing a new SSR. Specific actions include:

(1) Standard or Replacement Item. SSR submitters will update their files to indicate that the standard or suitable replacement item is being supported in place of the item requested and will clear the follow-up suspense file for the support and NSN advice.

(2) Support for P/N Items. SSR submitters will update their files to indicate an existing NSN, the assigned integrated materiel manager, substitute NSNs, and the support status for the item requested.

(3) P/N or CAGE Correction. If the SSR submitter concurs with the corrected P/N and CAGE after the engineering review, he or she will update files to reflect correct information in the item history record. If the proposed corrections are not accepted, the SSR submitter will prepare an SSR delete action using a type of change code (TOCC) "D" to delete the requirement and submit a new SSR using DIC "W/CXB" and "RNJC 2."

(4) North Atlantic Treaty Organization (NATO) CAGE. When the SSR submitter receives an interim response indicating the requested item of supply is manufactured in a foreign country, he or she will post the interim response (e.g., ATC "YH") to the SSR files, and adjust the follow-up suspense timeframes to accommodate the additional 105 days from the date of the interim response.

(5) Offers. SSR submitters will process offers and replies in accordance with timeframes contained in Enclosure 4 and Table 21 of the appendix to this enclosure. SSR submitters will post the offer transaction to their SSR file and generate an output for technical review of the offer. Prepare and forward an offer reply (e.g., DIC "CX2") to the integrated materiel manager within 75 days of the date of advice (DADV) of the offered item.

(6) Changes. Adjustments and DCNs are used to request changes to previously submitted SSRs. The SSR submitter will prepare an SSR with the appropriate TOCC to reflect changes to items that have been accepted or are being processed for support by the integrated materiel manager and are being deleted, superseded, or subjected to quantity changes by the user.

(a) These changes are normally the result of design or program changes, designated by TOCC "P" in the W/CWA header.

(b) When support requirements are to be increased, TOCC "C" is used to reflect the revised quantity.

(c) Items for which the support requirement of a PCC ISN is being reduced by the entire original requirement (and not superseded) will be processed as deletes (e.g., TOCC "H").

(d) If the initial item request required a new NSN, that requirement is deleted. Process deletes for partial quantities with TOCC "D."

(e) Use CIC "V" for non-provisioning SSRs, indicated by a TOCC "V" on the SSR, and use CIC "P" for provisioning SSRs, indicated by TOCC "N" on the SSR.

(7) Passing Actions. SSR submitters will process notice of the passing action to update their SSR files and to record the rerouting of the SSR. SSR submitters will also adjust the follow-up suspense on the basis of the advice date of the passing action and forward all follow-ups to the integrated materiel manager to whom the SSR was routed.

(8) Offer Replies. SSR submitters will prepare a reply to an offer within 75 days of the DADV of the offer to receive support. Indicate whether the SSR submitter accepts (ATC “YM”) or rejects (ATC “YN”) the offered item.

b. IMM SSR Processing. Integrated materiel managers will:

(1) Receive and validate SSRs.

(2) Establish controls. Ensure that advice is provided to the SSR submitter within allowed timeframes (see Enclosure 4 of this volume).

(3) Initial and Change Transactions. Edit initial and change transactions against control elements to ensure match conditions are met for changes and to prevent processing of duplicates. Process the SSRs to determine if the item will be accepted for support, whether the item is under the cognizance of another manager and will be rerouted, or whether the SSR will be returned for validation, technical, or support reasons.

(4) SSR Advice Transactions. Prepare appropriate SSR advice transactions and forward to the SSR submitter to provide disposition of the SSR.

(a) Standard or Replacement Item. Support standard or replacement items instead of the item requested whenever the item requested is crossed to a standard or replacement item during provisioning screening or IEC. In addition to the standard or replacement NSN, the interim advice transaction (e.g., ATCs “YJ,” “YR”) will provide the item standardization code (ISC), phrase code (PC), and AAC of the replacing NSN. When forwarding the final advice to the SSR submitter, the integrated materiel manager will record the user against the substitute replacement NSN.

(b) Requesting Support for P/N Items. Review the request and associated EDFP to determine whether the requested item will be supported or a standard, replacement, or substitute item will be offered. Review the CAGE or reference number and correct, if possible. Provide the correction as an interim response, ATC “YF”, to the SSR submitter.

(3) P/N or CAGE Correction

(a) Use EDFP and other DoD or industry sources if possible to validate reference numbers and CAGEs contained in SSRs. Include the corrected CAGE or reference number or both in interim advice transactions (ATC “YF”). Continue processing the correct item for support unless an SSR delete action (TOCC “D”) is received from the SSR submitter.

(b) Include the matched NSN in interim advice transaction (ATC “YG”) and continue processing the matched NSN for support. SSRs that contain an RNJC will require the assignment of a new NSN. An actual match includes either:

1. P/Ns matched to NSNs during provisioning screening or in-house matches during IEC (actual or exact) where there is no discrepancy between the reference number category code (RNCC); or

2. RNVC for the item requested in the SSR and the NSN to which the item is matched.

(4) NATO CAGE. When receiving a CXB for an item produced in a foreign country, determine if a codification agreement exists with the country. If so, forward the request to the NATO National Codification Bureau (NCB) of the country, through the DLA Logistics Information Service, for NATO stock number assignment. Forward an interim response (ATC “YH”) to the SSR submitter, informing the submitter that the request has been forwarded to the NATO NCB of the foreign country and notification of the NSN and the support advice will be received within 105 days.

(5) Offers

(a) Submit offered NSN as interim response (ATC “YL”) with EDFP for offered NSN.

(b) Forward offers of stock numbered items to SSR submitters within 30 days of the SSR receipt. These offers will be identified by interim response (ATC “YL”).

(c) Process offers and replies in accordance with timeframes contained in Table 21 in Enclosure 4 of this manual.

(d) Cancel the SSR (ATC “08”) if a reply (ATCs “YM” or “YN”) is not furnished to the integrated materiel manager within 75 days.

(e) When required to provide EDFP for a P/N item that is offered as a substitute, mark the SSR control elements (see Enclosure 4 of this volume) corresponding to the requested item on the EDFP before forwarding the offer to the SSR submitter. Ensure matchup of the offer and EDFP at the SSR submitter activity.

(6) Passing Actions

(a) Determine through provisioning screening if an NSN is currently being managed by another integrated materiel manager. The integrated materiel manager that originally received the SSR will:

1. Pass it to the managing integrated materiel manager and provide passing action advice to the original submitter.

2. Revise the originally submitted SSR by placing an R in position 6 of the header (DIC “W/CWA”), to identify that the SSR has been passed.

3. Change the activity code, positions 4-5, to the activity code of the managing integrated materiel manager and transmit the SSR electronically.

4. Provide the passing action advice by electronic transmission to the original submitter with an ATC “YK” and the activity code of the managing activity in positions 75-76.

(b) Pass the SSR to the correct integrated materiel manager when it is determined that the item requested should be classified in a Federal Supply Class (FSC) managed by that integrated materiel manager. The integrated materiel manager that originally received the SSR will:

1. Record the rationale for re-identifying the FSC.

2. Forward the form and all technical data received with the originally submitted line item supply support request (LISSR) to the managing integrated materiel manager with the activity code, positions 4-5, revised to reflect the correct integrated materiel manager activity and an R in position 6 of DIC “W/CWA.”

3. Provide the passing action advice by electronic transmission to the original submitter with ATC “YC,” and activity code of the correct integrated materiel manager activity in positions 75-76, and the FSC in positions 77-80.

4. Pass the SSRs to another integrated materiel manager only one time

(c) When receiving a passed SSR that should be managed by another integrated manager, the receiving integrated materiel manager:

1. Obtains an NSN.

2. Assumes management of item in recommended FSC.

3. Subsequently takes appropriate action to reclassify to correct FSC.

(d) Forward EDFP to another integrated materiel manager when passing the SSR.

(e) Return the SSR to the SSR submitter when it is determined that the item is not appropriate for integrated materiel manager management.

(f) Record the passing action in the SSR files to provide a record of action taken.

(7) Offer Replies

(a) Post the offer reply to their SSR files and clear the follow-up suspense. If the offer is accepted, generate file maintenance, catalog, and inventory control actions to support the offered item. If the accepted offer is a P/N item, obtain and provide an NSN for the item. If the

offered item is an NSN, add the requested P/N as an additional reference number (within 30 days of the acceptance).

(b) If the offered item is not acceptable to the SSR submitter, initiate action to support the requested item. Provide final advice on the SSR within the allowed timeframes based on the date of the offer reply rather than the DOR.

(8) Budgeting and Funding. Budget for and fund provisioning requirements for items that are recorded as stocked in the integrated materiel manager's distribution system. Procure retail quantities of centrally procured non-stocked items that do not possess a weapon system designator code (WSDC) and an appropriate essentiality code only on receipt of a funded requisition.

(9) SSR Validation of Quantities Process

(a) Validate SSR quantities that have a total dollar value of \$5,000 or more for the Air Force.

(b) Validate SSR quantities that have a total dollar value of \$2,500 or more for other than the Air Force.

(c) Validate SSR quantities of any value as deemed necessary.

(d) Contact the SSR submitter electronically with a validation request, a procurement lead time plus 60 days before the SSR support date.

1. The submitter will respond within 30 days to the validation request and within 14 days to the follow-up request if no response is received from the initial request.

2. The integrated materiel manager will send a follow-up request after the initial request within 14 days if no response is received to the initial validation request.

(e) Adjust retail and wholesale quantities according to the validated response or, if no response is received, delete quantities.

(f) Maintain this data for a 3-year period.

(g) Process the provisioning requirement once the verification of the requirements is received with the DRPR and unit price (U/P) submitted on the SSR.

c. DoD Component IMM SSR Processing. DoD Component integrated materiel managers will:

(1) Return the SSR to the SSR submitter when it is determined that the item is not appropriate for management by that integrated materiel manager.

(2) Record the SSR in their files to provide a record of action taken.

6. SSR REJECT AND FOLLOW-UP ADVICE PROCEDURES. SSR rejects and follow-up advices are received by the original submitter and processed accordingly.

a. SSR Submitter Advice Procedures

(1) Rejects. SSR submitters:

(a) Research rejected SSRs to determine disposition (i.e., cancellation, correction, or resubmission). All corrected and resubmitted SSRs will contain the same control elements as the rejected SSRs, except for the DOR.

(b) Post rejects to their SSR files, and take appropriate corrective action. Update the SSR files to clear any follow-up suspense and to record the item as complete.

(c) May initiate action to support the item as a retained item.

(2) Follow-up for Advice. SSR submitters:

(a) Generate follow-ups (DIC "CX3") in accordance with Table 16 of the appendix to this enclosure. Additional follow-ups may be sent at 20-day intervals until the integrated materiel manager responds.

(b) On receipt of a follow-up (ATC "YZ"), expedite review and respond to the offer.

(c) Submit a new SSR if an ATC "08" is received from the integrated materiel manager, a new SSR will be required.

b. IMM SSR Advice Procedures. The integrated materiel manager:

(1) Rejects. May reject an SSR for edit, validation, duplicate, technical, support, or other reasons. Define the reason for rejection by the returned ATC and comments. Maintains a record of rejected transactions in the SSR files in order to respond to follow-ups.

(a) Invalid Data Conditions. Process all SSR transactions through the edit or validation procedures and criteria. Identify invalid data conditions by the applicable ATCs, and post rejected SSRs to the SSR files before forwarding to the SSR submitter.

(b) Duplicate SSRs. Reject duplicate SSRs by the receiving integrated materiel manager using an ATC "42." Adjust resubmitted SSRs and follow-up suspense dates in the SSR files to reflect the new DOR and to prevent rejection due to duplicated control elements.

(c) Unmatched Conditions. Reflect changes to SSRs, replies to offers, and follow-ups with the same values in the control elements, including DOR, of the original SSR. When receiving, reject SSRs with unmatched conditions using an ATC “58” or “66.”

(d) Technical Rejects. Reject SSRs for technical reasons when the SSR includes CAGE or reference numbers that cannot be corrected, non-definitive UI, or lack of other EDFP required for assigning an NSN or procuring an item. The ATC identifies the specific reject condition.

(e) Incorrect Manager Rejects. Return SSRs that are not accepted for support because the items do not fall within the cognizance of the integrated materiel manager and cannot be rerouted to another manager. Included within this category are such conditions as items that should be coded for service retention or are in a class of items that do not come under the SSR procedures. The ATC contained in the reject identifies the reject condition.

(f) Other Rejects. Use ATC “36” only when no other reject ATC applies and additional information is required to explain the reject condition. This reject permits exception data to be entered into the advice transaction instead of being provided manually. Enter the reason for the reject into the remarks block of the DIC “CX5.” This permits the explanatory information to be sent electronically and avoids the need to match explanatory information sent by mail with the reject transaction which is sent electronically. The DIC “CX5” will be used only for reject advice – not offers, acceptances of standard, or substitute items – and only when ATC “36” applies.

(2) Sends Follow-up and Responses

(a) Follow-up for Advice. Match the follow-up received from SSR submitters against their SSR files. If the follow-up does not match a request with the same SSR control elements, prepare and forward a DIC “CX4” with ATC “66” to the SSR submitter within 15 days of the follow-up date. If advice has already been provided, provide the advice with a current date to the SSR submitter on a DIC “CX4.” If the SSR is recorded on the files and advice has not been provided, forward a DIC “CX4” with ATC “YY” to the SSR submitter. Provide an appropriate advice response within 15 days of the date of last follow-up from the SSR submitter.

(b) Follow-up for Offer Reply. Send a follow-up, DIC “CX1” with ATC “YZ,” after 55 days from the date of the original offer if a reply has not been received. If a response is not received from the SSR submitter within 75 days of the date of the offer, reject support for the item using an ATC “08.”

(3) Clears Follow-up Suspense Files. Update the SSR files to clear follow-up suspense files and to record the item as complete.

7. SSR FINAL ADVICE PROCEDURES. Integrated materiel managers process a SSR final advice when the SSR action has been completed and the AAC is assigned to the NSN.

a. IMM Positive Final Advice. Integrated materiel managers will forward, when the request for support has been processed, a positive final advice, identified by Table 1 in the appendix to this enclosure to the SSR submitter. The NSN for which support has been accepted is shown in positions 8-20. The AAC for that NSN is shown in position 30. If the ATC is “YX,” the date on which the integrated materiel manager can accept support for the NSN is shown in positions 77-80.

b. SSR Submitters Positive Final Advice. On receipt of the positive advice, the SSR submitters will update their SSR files to indicate that the item requested has been accepted by the integrated materiel manager and to close out that SSR. If the item requested was a P/N, update the files to record the NSN and to close out that SSR. If an ATC “YX” is received by the SSR submitter and materiel is required before the date reflected on the ATC “YX,” the SSR submitter may initiate procurement for that quantity of materiel required to support operational equipment until the IMM support date.

8. NOTIFICATION OF REPETITIVE DEMANDS FOR NONREGISTERED

PARTICIPANTS. Repetitive demands occur when two or more requisitions are recorded within a 180-day period on NSNs or P/N items where the participant is not a recorded user.

a. The integrated materiel manager will notify the DoD Component IMMC representative of a repetitive demand. Points of contact for receipt of notifications are located in Table 20 in the appendix in this enclosure.

b. On receipt of the notification, the DoD Component IMMC representative will identify user registration or NSN assignment requirements to the integrated materiel manager via SSRs. No user registration or NSN assignment will be accomplished by the integrated materiel manager based on repetitive demand.

c. Integrated materiel managers will identify repetitive demand on NSN and P/N items on which a participant is not recorded as a user. Initiate notification to participants for appropriate action. Requisitions for P/N items are authorized to be submitted to DLA or GSA from overseas military activities only. All others should submit such requisitions to their parent Military Service. Integrated materiel managers will prepare the notification as outlined in Table 20 in Enclosure 3 of this instruction.

d. DoD Components will:

- (1) Initiate review of notifications received from integrated materiel manager.
- (2) Initiate necessary contact with appropriate activities in conducting review and investigation of the NSN and P/N items requisitioned.
- (3) Prepare and submit an SSR for NSN assignment or user registration if review supports continued authorized use of the item.

(4) Provide notification of unauthorized items to the requisitioner to prevent future erroneous requisitioning.

APPENDIX TO ENCLOSURE 3SSR ATCSTable 1. SSR ATC – Alphabetic

<u>CODE</u>	<u>DESCRIPTION</u>
YA	<u>Final Acceptance</u> . The item will be centrally managed, stocked, and issued (AAC D or G only) and the requirement will be supported by the DRPR. The assigned NSN is identified in positions 8-20.
YB	<u>Final Acceptance</u> . The item will be managed as a local purchase item (AAC L) or direct order from a central contract or schedule (AAC I). The NSN under which support will be furnished is identified in positions 8-20.
YC	<u>Interim Advice</u> . Passing action. The P/N submitted is classified to a FSC, which is managed by another integrated materiel manager. The SSR and any EDFP furnished have been forwarded to the appropriate integrated materiel manager. Update SSR submitter files and expect a final advice within 75 days of the DADV in positions 53-56 from the integrated materiel manager identified in positions 75-76. The applicable FSC is provided in positions 77-80.
YD	<u>Final Acceptance</u> . The item will be managed as direct delivery under a central contract (AAC H) or centrally procured but not stocked (AAC J). The NSN under which support will be furnished is identified in positions 8-20.
YE	<u>Final Acceptance</u> . The item will be managed as an insurance or numeric stockage objective item (AAC Z) and the requirement will be supported by the DRPR. The NSN under which support will be furnished is identified in positions 8-20.
YF	<u>Interim Advice</u> . The P/N or CAGE code or both submitted on the SSR is in error. Correct P/N and CAGE are provided in positions 8-39 and 60-64, respectively. The item is continuing to be processed with the corrected data. A final advice will be provided within 35 days of the date of this interim advice. If the correction is not acceptable, resubmit the SSR with a TOCC D and prepare a new SSR with RNJC 2.
YG	<u>Interim Advice</u> . The item submitted on the SSR without NSN or RNJC had an actual match in the FLIS database. The matched NSN is reflected in positions 8-20 of this line item advice transaction (LIAT). The SSR is continuing to be processed with the NSN in positions 8-20. A final advice will be provided within 35 days of the date of the CX1 interim advice. If the item shown in positions 8-20 is not acceptable, resubmit the SSR with a TOCC D and prepare a new SSR with an appropriate RNJC.
YH	<u>Interim Advice</u> . The P/N or CAGE code submitted on the SSR identifies an item manufactured in a foreign country. A request for NSN assignment has been forwarded to the NATO NCB of the manufacturing country, through DLA Logistics Information Service. A final advice will be provided within 105 days of the date of CX1 interim advice.

Table 1. SSR ATC – Alphabetic, Continued

<u>CODE</u>	<u>DESCRIPTION</u>
YJ	<p><u>Interim Advice.</u> The NSN submitted is identified as “cancelled-replaced by” or “cancelled duplicate of” in the FLIS database and will not be supported. The NSN in positions 8-20 of this line item advice code (LIAC) is the superseding NSN. The SSR is continuing to be processed with the superseding NSN. A final advice will be provided within 35 days of the CX1 interim advice. If the item shown in positions 8-20 is not acceptable, resubmit the original SSR with TOCC D and determine the method of support for the superseded item.</p>
YK	<p><u>Interim Advice.</u> The NSN requested has been identified in the FLIS database as being managed by another integrated materiel manager. The SSR has been forwarded as of the date of this advice. Final advice may be expected from the integrated materiel manager reflected in card column (cc) 75-76 within 25 days after the date in positions 53-56. NSNs managed by a Service integrated materiel manager will be rejected with ATC 63.</p>
YL	<p><u>Offer.</u> The NSN in positions 8-20 identifies an item currently managed by the integrated materiel manager and is offered as an alternate or substitute item in lieu of the item requested on the originally submitted SSR. The item requested is identified as a possible, probable, or associated match in the FLIS database or has been identified by this integrated materiel manager during IEC.</p> <p><u>Acceptance of the offer with an ATC YM.</u> Establishes the requested item as an advisory reference to the offered item if not already identified to the offered item in the FLIS database. A reply by the SSR submitter to this offer is mandatory. The integrated materiel manager will provide a final advice of ATC YA, YB, YD, YE, or YX on receipt of the acceptance reply with an ATC YM from the submitter.</p> <p><u>Rejection of the offered item with an ATC YN.</u> Reinstates the request for the original item. Failure to reply will create automatic follow-up transactions with an ATC YZ in 55 days. Failure to provide an ATC YM or YN reply within 75 days from the date of offer will result in an ATC 08 rejecting the originally submitted SSR.</p> <p><u>Subsequent resubmission after receipt of the ATC 08 advice.</u> Requires submission of a new SSR under a new DOR. The resubmission of the SSR will be provided on a DIC W/CXA when the offered NSN is acceptable. Whenever the offered NSN is not accepted and resubmission of the originally requested P/N is required, the resubmission of the SSR will be accomplished by submitting a DIC CXB with an appropriate RNJC.</p>
YM	<p><u>Response.</u> SSR submitter to integrated materiel manager only - the NSN offered under ATC YL for the ISN (MN) in positions 43-48 is acceptable.</p>

Table 1. SSR ATC – Alphabetic, Continued

<u>CODE</u>	<u>DESCRIPTION</u>
YN	<u>Response.</u> SSR submitter to integrated materiel manager only - the NSN offered under ATC YL in positions 43-48 is not acceptable. The item identified in the original SSR is required. The SSR submitter will return all technical data provided with YL offer to the integrated materiel manager for YN responses and cite differentiating characteristics where applicable.
YR	<u>Interim Advice.</u> The NSN submitted is identified as being nonstandard in the FLIS database as the result of a coordinated standardization action and will not be supported. The NSN in positions 8-20 of this LIAT identifies the standard item. If the item shown in positions 8-20 is not acceptable, resubmit the original SSR with a TOCC D and determine the method of support for the nonstandard item. The SSR is continuing to be processed with the standard item. A final advice will be provided within 35 days of the date of the DIC CX1 interim advice.
YT	<u>Interim Advice.</u> Other than 5 numerics are contained in positions 25-29 (retail quantity) or 32-36 (wholesale quantity) of the LISSR. Overlay invalid entries with zeroes and continue to process the SSR. If quantitative requirements exist for this item, submit a TOCC C document with valid entries in positions 25-29 or 32-36. A final advice will be provided within 35 days of the date of the DIC CX 1 interim advice.
YX	<p><u>Final Acceptance.</u> Integrated materiel manager to SSR submitter only - the DRPR (positions 25-28, program data supply support request (PDSSR)) has passed or was less than the procurement lead time identified in positions 43-48.</p> <p>Procurement action initiated after the requirement date for the NSN in positions 8-20 will be supported by the date indicated in positions 77-80. If the new support date in positions 77-80 is not acceptable, the requiring activity may procure the retail quantity necessary for initial support of the equipment being introduced to cover the time until the integrated materiel manager will be in a support position.</p> <p>The AAC in position 30 indicates the method of management assigned the NSN.</p> <p>ATC YX will not be used:</p> <p>a. In reply to Condition 1 SSRs for items currently managed and stocked by integrated materiel managers.</p> <p>b. By a Service integrated materiel manager to respond to SSR submitter.</p>
YY	<u>Interim Advice.</u> Final supply support determination is pending. Decisions will be provided within 15 days.
YZ	<u>Follow-up.</u> This notice is provided by an integrated materiel manager as a 55-day follow-up to an item awaiting a response from the SSR submitter to a previously furnished ATC YL. The original SSR will be rejected with ATC 08 if no reply is received within 75 days of the date of offer.

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT</u>	<u>DATA ELEMENT DESCRIPTION</u>
DIC (Continued)	<p>(d) CXG – Identifies an additional reference number to CXB SSRs. (Not used in SSR submission to Service integrated materiel manager.)</p> <p>(e) CXK – Identifies an additional user on a multi-Service activity contract wherein the contracting Service activity by agreement is the principal and other claimants are additional users. The principal submits SSRs for total requirements of all claimants and prepares user transactions for each claimant to accomplish the IMC process and registration of user interest. (Not used in SSR submission to Service integrated materiel manager.)</p> <p>(3) These DICS indicate LIACs:</p> <p>(a) CX1 - Identifies advice being provided to the SSR submitter regarding a specific SSR. A LIAC is required to be sent for each LISSR received.</p> <p>(b) CX2 - Identifies advice being provided by SSR submitter in reply to YL advice furnished by the integrated materiel manager under CX1.</p> <p>(c) CX3 -SSR submitter follow-up on a LISSR for which initial or final advice is overdue.</p> <p>(d) CX4 - integrated materiel manager response to CX3 SSR submitter follow-up.</p> <p>(e) CX5 - Identifies reasons for return of SSRs not covered by existing ATC.</p> <p>(f) CXT - Identifies quality requirements for an item being provisioned</p>
Document Availability Code	An alphanumeric code indicating the current status of technical documentation availability. (See Table 5 of Volume 10 of Reference (i).)
DOR	The date on which the original SSR is sent from the SSR submitter to the integrated materiel manager. Except for TOCC N (i.e., new submission), the DOR in the original submission will be repeated in all subsequent submissions (involving changes) pertaining to the same PCC and ISN.

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>
DOR (Continued)	SSRs that were previously rejected and require resubmission, must be assigned a new DOR for the new submission. Table 21 in Enclosure 4 provides the timelines for using the DOR to process the SSR.
DRPR	The date that material must be in the integrated materiel manager's supply system to support requisitions submitted by principal (SSR submitter's Military Service) user of the end item.
DTDS	Date that technical data is to be supplied to the integrated materiel manager for Condition 3 SSRS initially submitted without technical data. Not used in SSR submission to Service integrated materiel manager.
End Item Delivery Code	<p>Four-digit code which outlines the delivery schedule of the end items entered into cc 53 to 56. The code is constructed in cc:</p> <p>53 – Enter last digit of calendar year during which the first end item will be delivered.</p> <p>54 – Is the quarter within the calendar year when the first end item will be delivered. Enter numeral 1 for January, February, or March; numeral 2 for April, May, or June; numeral 3 for July, August, or September; numeral 4 for October, November, or December.</p> <p>55-56 – Indicate the total number of months between the first and last end item deliveries. Enter numerals 12 if delivery is scheduled over a 12 month period; 24 if scheduled over a 24 month period, and so on.</p> <p>If end items are delivered prior to SSR submission, zeros will be entered in cc 53-56.</p>
End Item Name, Type, or Model Number	The name, model number, or type designation of the end item being supported. Use noun and modifiers abbreviated as necessary. The legend is 13 characters, alphabetic or alphanumeric, and is intended to identify the end item by noun and modifiers (abbreviated), type number (if assigned), and model number (if assigned).
End Item Quantity	A five-digit number that denotes the quantity of end items to be supported by the SSRS sent to an integrated materiel manager. The number of end items is entered from right to left and unused spaces filled with zeros. If quantity of end items is more than 99999, indicate 99999, the maximum number permitted by the form.

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>
Engineering Data for Provisioning (EDFP)	<p>Technical data that provides definitive identification of cube, weight, packaging, shipping and handling requirements, dimensional, material, mechanical, electrical, functional, or other characteristics that depict the physical characteristics, location, and function of the item. It includes specifications, standards, drawings, photographs, descriptions, assembly and general arrangement drawings, schematic diagrams, wiring, cabling diagrams, and similar data needed to indicate the location and functions of the item.</p> <p>EDFP:</p> <p>Augments the SSR by providing additional information necessary to identify, classify, and characterize an item of supply.</p> <p>Is referred to as supplementary provisioning technical data (SPTD) and EDFP, all of which are referred to in section 2320 of Title 10, United States Code (Reference (l)), and subpart 227.7102-1 of Reference (k) as form, fit, and function data.</p>
Essentiality Code (EC)	<p>A one-digit numeric code indicating the degree to which the failure of the part affects the ability of the end item to perform its intended operation. The codes are:</p> <p>1 - Failure to this part will render the item inoperable.</p> <p>3 - Failure to this part will not render the end item inoperable.</p> <p>5 - Item does not qualify for the assignment of code 1 but is needed for personal safety.</p> <p>6 - Item does not qualify for assignment of code 1 but is needed for legal, climatic, or other requirements peculiar to the planned operational environment of the end item.</p> <p>7 - Item does not qualify for assignment of code 1 but is needed to prevent impairment of or the temporary reduction of operational effectiveness of the end item.</p>
Executive Service	That Military Service which is formally designated, assigned responsibility, and delegated authority for life-cycle management.

Table 3. SSR Data Elements, Continued

DATA ELEMENT CODE	DATA ELEMENT DESCRIPTION
ISN	<p>A number not to exceed six characters used for sequential line item control and for means of communication control. This legend may be alphabetic, numeric, or alphanumeric, e.g., index number.</p> <p>The serial number assigned in this legend must be repeated in the serial number legends of all LIACs for the same item and all transactions generated by any subsequent actions that pertain to the same line item under the same PCC including any succeeding design or program changes.</p> <p>In lieu of sequentially assigned serial numbers, the originator may enter a six-character number used locally by the originator for sequential control and reference. Serial numbers with more than six characters cannot be used.</p>
IMC	<p>As defined in volume 1 of this manual, this code is mandatory for any item being submitted without an NSN and for any item with an NSN not previously coded for integrated management by the submitting Military Service. IMC is not required in SSRs from SSR submitter to a Service integrated materiel manager.</p>
Item Name	<p>The basic noun name and adjective modifiers of the item of supply. The kinds of item names are:</p> <ol style="list-style-type: none"> a. Approved item name (published in Cataloging Handbook H6, Federal Item Name Directory for Supply Cataloging, Section A, Alphabetic Index of Names). b. Part name (applied to the item by a U.S. Government activity or by a manufacturer when no approved item name exists). <p>The use of the approved item name from cataloging handbook H6 is preferable. The name legend provides for 35 characters in positions 8-42 but the item name may overrun for an additional 12 characters into positions 69-80 as necessary. Item name and adjective modifiers are alphanumeric, with a maximum length of characters.</p>
LIAC	<p>Used to provide advice data on SSRs submitted as specified in Tables 12-19 in this appendix.</p>
LISSR	<p>Contains supply and EDFP relative to individual items required, SSR submitters furnish initial supply and provisioning data and changes there to supporting integrated materiel managers for each line item for which support is requested.</p>

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>																								
Maintenance Code	<p>A two-digit code that indicates the lowest maintenance echelon authorized to use (first position) and completely repair (second position) support items. The codes are (shown generally ascending from lowest to highest echelons of maintenance):</p> <p>First position of Maintenance Code:</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Explanation</u></th> </tr> </thead> <tbody> <tr> <td>C</td> <td>Crew or operator authorized to remove or replace the item.</td> </tr> <tr> <td>O</td> <td>Support item is removed, replaced, used at the direct support echelon of maintenance.</td> </tr> <tr> <td>H</td> <td>Support item is removed, replaced, and used at the general support echelon of maintenance.</td> </tr> <tr> <td>L</td> <td>Support item is removed, replaced, and used at the designated specialized repair activity.</td> </tr> <tr> <td>D</td> <td>Support item is removed, replaced, and used at depot only.</td> </tr> </tbody> </table> <p>Second position of Maintenance Code:</p> <table border="1"> <thead> <tr> <th><u>Code</u></th> <th><u>Explanation</u></th> </tr> </thead> <tbody> <tr> <td>O</td> <td>The lowest maintenance echelon capable of complete repair of the support item is the organizational echelon.</td> </tr> <tr> <td>F</td> <td>The lowest maintenance echelon capable of repair of the support item is the direct support echelon.</td> </tr> <tr> <td>H</td> <td>The lowest maintenance echelon capable of repair of the support item is the general support echelon.</td> </tr> <tr> <td>L</td> <td>The lowest activity capable of complete repair of the support item is special repair activity.</td> </tr> <tr> <td>D</td> <td>The lowest maintenance echelon capable of complete repair of the support item is the depot echelon.</td> </tr> </tbody> </table>	<u>Code</u>	<u>Explanation</u>	C	Crew or operator authorized to remove or replace the item.	O	Support item is removed, replaced, used at the direct support echelon of maintenance.	H	Support item is removed, replaced, and used at the general support echelon of maintenance.	L	Support item is removed, replaced, and used at the designated specialized repair activity.	D	Support item is removed, replaced, and used at depot only.	<u>Code</u>	<u>Explanation</u>	O	The lowest maintenance echelon capable of complete repair of the support item is the organizational echelon.	F	The lowest maintenance echelon capable of repair of the support item is the direct support echelon.	H	The lowest maintenance echelon capable of repair of the support item is the general support echelon.	L	The lowest activity capable of complete repair of the support item is special repair activity.	D	The lowest maintenance echelon capable of complete repair of the support item is the depot echelon.
<u>Code</u>	<u>Explanation</u>																								
C	Crew or operator authorized to remove or replace the item.																								
O	Support item is removed, replaced, used at the direct support echelon of maintenance.																								
H	Support item is removed, replaced, and used at the general support echelon of maintenance.																								
L	Support item is removed, replaced, and used at the designated specialized repair activity.																								
D	Support item is removed, replaced, and used at depot only.																								
<u>Code</u>	<u>Explanation</u>																								
O	The lowest maintenance echelon capable of complete repair of the support item is the organizational echelon.																								
F	The lowest maintenance echelon capable of repair of the support item is the direct support echelon.																								
H	The lowest maintenance echelon capable of repair of the support item is the general support echelon.																								
L	The lowest activity capable of complete repair of the support item is special repair activity.																								
D	The lowest maintenance echelon capable of complete repair of the support item is the depot echelon.																								

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>
Maintenance Code (continued)	<p>Z Non-repairable. No repair is authorized.</p> <p>B The item may be reconditioned by adjusting, lubricating, etc., at the user level. No parts or special tools are procured for the maintenance of this item.</p>
Manufacturer's Part Number/Reference number	<p>This field legend in the LISSR is intended to include any combination of alphanumeric which completely identifies a single design item, item of production, and supply concept of the requiring activity for the application in which the item will be used.</p> <p>The number may be a part, drawing, or catalog number of the actual manufacturer who supplied the item (or a typical manufacturer of who has confirmed the design requirements, in the case of two or more sources of the same line item).</p> <p>The manufacturer is the company or government activity exercising design control over the item or a government specification or standard or fully coordinated industry specification or standard (e.g., National Electrical Manufacturers Association standards or Society of Automotive Engineers standards) including type designator which completely identifies the item including its cube, weight, packaging, shipping and handling requirements, physical, mechanical, functional, and dimensional, characteristics (e.g., type, style, class, grade, series, size).</p> <p>Such numbers submitted via SSRs must be completely item identifying and acceptable as reference numbers in the Federal Catalog System as RNVC 2 and RNCC 2, 3, 5, or 6; RNVC 1 items may also be submitted when full descriptive data are provided with the SSR.</p> <p>Non-receipt of the field descriptive data for RNVC 1 items will result in rejection of supply support.</p>
Materiel Management Aggregation Code	A two-position alphabetic code used by the Air Force to identify specific NSNs to be managed by a specific manager.
MOE Rule Number	<p>A four-character alphanumeric code that represents a specific MOE rule number that applies to the management of an item or a group of items of supply.</p> <p>The first position identifies the service or agency responsible for establishing and maintaining the MOE rules. The remaining three positions are non-significant and are used for sequencing purposes only. (See Volume 13 of Reference (h).)</p>

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>
NSN	The thirteen-character number that identifies the item of supply on an SSR. The first four digits, positions 8–11, are the FSC and the next nine digits, positions 12–20, are the national item identification numbers (NIINs).
Numbers of SSRs Enclosed	The quantity of different ISNs being sent to the integrated materiel manager (four characters, numeric).
Participating Service	The Service(s) that uses a multi-purpose system or equipment and obtains support for it from the Executive Service.
Phrase Code (PC)	A one-character code used to denote changes or relationships between NSNs and information type data. (See Table 52 of Volume 10 of Reference (i).)
PCC	<p>A three-character code assigned by the Military Service responsible for support of an end item. This code is required as a positive control feature in data processing and to ensure that data exchanges between activities may be related to the same end item.</p> <p>The provisioning activity or commodity manager will assign this code to a single provisioning projector program and will not use the same code to identify a different project within the contract life of the project to which it is first assigned.</p> <p>The code may be numeric, alphabetic, or combined alphanumeric and will be used by the SSR submitters and integrated materiel managers to continuously exchange data regarding provisioning actions, supply support status, or contract status of a given end item.</p>
PDSSR	Designed for SSR submitters to furnish initial and EDFP or other program data, and changes thereto, concerning the end item for which supply support is being requested.
Percentage of End Items East	<p>A two-digit figure to denote the percentage of end items which will be delivered to or deployed from East of the Mississippi River. Use 99 to indicate 100 percent.</p> <p>Percentage of end item to the West Coast will be the difference between this figure and 100 percent.</p>
PLT	A two-digit number expressing the equal or estimated number of months' time interval between the placement of a contract and receipt into the supply system of material purchased. If less than 1 month, indicate 01 for 1 month.
Quantity Per End Item	A four-digit figure indicating the total number of times the line item is used in the end item. This legend will be completed from right to left and any spaces not used will contain a zero.

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>
Quantity Per End Item (continued)	If more than 9999 items are installed in the end items, indicate 9999, the maximum number permitted by the form. For incremental or component provisioning the total number of times the item is used in the increment will be indicated.
RNCC	A one-digit alphanumeric code that designates the relationship of the reference number to the item of supply. (See Table 6 of Volume 10 of Reference (i).) The appropriate RNCC for the manufacturer's P/N provided in positions 8–39 of the LISSR will be entered in positions 54 of the LISSR with DIC CXG (not used in SSR submission to Service integrated materiel manager).
Retail Quantity	A five-digit numeric figure indicating the quantity of items required from the integrated materiel manager distribution system at the specified DRPR in the PDSSR to satisfy initial service support requirements. This includes quantities to outfit or increase levels in all organizational, intermediate, and depot-level activities supporting the end item and all other quantities intended to be requisitioned by the using Military Service in support of the end item.
RNJC	A code used to record the degree of research conducted and the justification for adding a reference number, reinstatement of an item identification, or assignment of a new NIIN despite a recognized condition of possible duplication with an existing item. (See Table 4 of Volume 10 of Reference (i).)
RNVC	A numeric code that indicates that a cited reference number is item identifying, is not item identifying, or is a reference number for information only. (See Table 7 of Volume 10 of Reference (i).) Not used in SSR submission to Service integrated materiel manager.
Shelf-life Code	Codes indicating the storage time period of a perishable item. (See Table 50 of Volume 10 of Reference (i).) Type I - An item of supply that is determined through an evaluation of technical test data or actual experience to be an item with a definite non-extendible period of shelf-life. Type II - An item of supply having an assigned shelf-life time period that may be extended after completion of inspection, test, or restorative action.
Standard Inter-service Agency Serial Control Number (SIASCN)	The SIASCN is an alpha prefix followed by six numerics that may be assigned to Condition-3 types SSRS by the SSR submitter. The integrated materiel manager will use the SIASCN as the document control serial number (DCSN) of the FLIS transaction requesting NSN assignment and user registration.

Table 3. SSR Data Elements, Continued

<u>DATA ELEMENT CODE</u>	<u>DATA ELEMENT DESCRIPTION</u>														
TDJC	<p>A one-character alphabetic code utilized to indicate a specific reason for not furnishing technical data with Condition-3 SSRs submitted. (Not used in SSR submissions to Service integrated materiel manager.) The Military Services and Defense Agencies furnish technical data with each item coded to an integrated materiel manager. However, there are circumstances when these data cannot be furnished. The following coded reasons, when applicable, are indicated on LISSRS furnished to integrated materiel managers (either with DLA or GSA):</p> <table border="1"> <thead> <tr> <th><u>TDJC CODE</u></th> <th><u>EXPLANATION</u></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>The contractor refused to accept a contract for the end item equipment with provisions for furnishing to the U.S. Government for retention, technical data (with or without limited rights provisions), and the contract was negotiated without these provisions.</td> </tr> <tr> <td>B</td> <td>The contract for the end item equipment was issued with provisions omitted for furnishing technical data and the contractor has refused to negotiate an amendment or a separate contract for providing these technical data.</td> </tr> <tr> <td>C</td> <td>Same as B except that the contractor has agreed to furnished technical data for provisioning (with or without limited rights provisions) but the price quoted for these data has been determined to be excessive when compared to potential savings that would accrue to the U.S. Government.</td> </tr> <tr> <td>D</td> <td>The contract contains provisions for finishing technical data (with or without limited rights provisions), and the contractor has defaulted.</td> </tr> <tr> <td>E</td> <td>Same as D except that the contractor has been unable to comply with terms of the contract because of subcontractor, vendor, or supplier refusal to finish these data.</td> </tr> <tr> <td>F</td> <td>Technical data were finished with a previously submitted SSR package. Identification of the previously submitted SSR package is provided on a separate sheet of paper.</td> </tr> </tbody> </table>	<u>TDJC CODE</u>	<u>EXPLANATION</u>	A	The contractor refused to accept a contract for the end item equipment with provisions for furnishing to the U.S. Government for retention, technical data (with or without limited rights provisions), and the contract was negotiated without these provisions.	B	The contract for the end item equipment was issued with provisions omitted for furnishing technical data and the contractor has refused to negotiate an amendment or a separate contract for providing these technical data.	C	Same as B except that the contractor has agreed to furnished technical data for provisioning (with or without limited rights provisions) but the price quoted for these data has been determined to be excessive when compared to potential savings that would accrue to the U.S. Government.	D	The contract contains provisions for finishing technical data (with or without limited rights provisions), and the contractor has defaulted.	E	Same as D except that the contractor has been unable to comply with terms of the contract because of subcontractor, vendor, or supplier refusal to finish these data.	F	Technical data were finished with a previously submitted SSR package. Identification of the previously submitted SSR package is provided on a separate sheet of paper.
<u>TDJC CODE</u>	<u>EXPLANATION</u>														
A	The contractor refused to accept a contract for the end item equipment with provisions for furnishing to the U.S. Government for retention, technical data (with or without limited rights provisions), and the contract was negotiated without these provisions.														
B	The contract for the end item equipment was issued with provisions omitted for furnishing technical data and the contractor has refused to negotiate an amendment or a separate contract for providing these technical data.														
C	Same as B except that the contractor has agreed to furnished technical data for provisioning (with or without limited rights provisions) but the price quoted for these data has been determined to be excessive when compared to potential savings that would accrue to the U.S. Government.														
D	The contract contains provisions for finishing technical data (with or without limited rights provisions), and the contractor has defaulted.														
E	Same as D except that the contractor has been unable to comply with terms of the contract because of subcontractor, vendor, or supplier refusal to finish these data.														
F	Technical data were finished with a previously submitted SSR package. Identification of the previously submitted SSR package is provided on a separate sheet of paper.														

functions in support of a particular DoD Component or for a particular end item (e.g., centralized computation of requirements levels and engineering tasks associated with weapon system components).

IMC process. Procedures to determine whether items of supply in FSC assigned for IMM qualify for management by the individual DoD Components other than DLA or GSA.

IMM. Any activity or agency that has been assigned the responsibility for the DoD and participating Federal Agencies to manage the supply support, e.g. cataloging, requirements determination, procurement, distribution overhaul, repair, and disposal of materiel.

interchangeable and substitutable family. Two or more items having interchangeable or substitutable relationship with another. The head of the family is called the master item, i.e., an item with an interchangeable or substitutable relationship with every member of the family.

inventory. Materiel, titled to the U.S. Government, held for sale or issue, held for repair, or held pending transfer to disposal

item of supply. A category of items identified by an NSN with the same form, fit, and function. The individual items (units) included in this category could be manufactured by multiple sources.

logistics reassignment. The transfer of IMM responsibilities from one manager to another.

materiel. All items necessary to equip, operate, maintain, and support military activities without distinction as to its application for administrative or combat purposes, excluding real property, installations, and utilities. Materiel is either serviceable (i.e., in an issuable condition) or unserviceable (i.e., in need of repair to make it serviceable).

materiel management. That phase of military logistics that includes managing, cataloging, demand and supply planning, requirements determinations, procurement, distribution, overhaul, and disposal of materiel.

MOE. The principal subdivision of a U.S. Government organization under which component organization entities are identified (e.g., Army, Navy, Air Force, Marine Corps, DLA, NSA, GSA).

MOE rule. Codes reflecting the relationship of an activity to an item of supply. The codes are defined in Volume 13 of Reference (i).

non-consumable items of supply. NSN items of supply that are major end items, depot-reparable components, or special management items.

repetitive demand items. Items for which two or more requisitions are recorded within a 180-day period on NSNs or P/N items where the participant is not a recorded user.

retail quantity. A five-digit numeric figure indicating the quantity of items required from the IMM Distribution System during the first year of operation of the end item provisioned commencing with the date repair part required. This includes quantities to outfit or increase levels in all organizational, intermediate, and depot level activities support of weapon systems and other end items.

SSR. A transaction identifying requirements for consumable items that is submitted by the component introducing a materiel or weapon system to the integrated materiel manager.

supply chain. The linked activities associated with providing materiel from a raw material stage to an end user as a finished product.

supply chain management. The systematic identification, assessment, and quantification of potential supply chain disruptions with the objective to control exposure to risk or reduce its negative impact on supply chain performance.

sustainable. Create and maintain conditions, under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic, and other requirements of present and future generations.

wholesale or replenishment quantity. Wholesale or replenishment quantity is a five-digit numeric figure that the customer anticipates will be required for replenishment from the IMM distribution system during the first year of operation. This quantity is exclusive of the retail quantity of the item that the customer anticipates will be required for replenishment from the IMM distribution system during the first year of operation of the end items provisioned or other projects. This quantity assists the integrated materiel manager in requirements computations to ensure that adequate wholesale backup stock is available.