DEFENSE LOGISTICS AGENCY
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Volume 3 - CH6-5

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FEDERAL LOGISTICS INFORMATION SYSTEM (FLIS) PROCEDURES MANUAL

I. Volume 3, DoD 4100.39-M, 1 January 1995, change as follows: Remove pages listed below and insert revised pages. Additions and changes are indicated by ***bold-face italic*** type. Deletions are indicated in the Significant Changes paragraph below.

	REMOVE OLD	INSERT NEW
Glossary	iii and iv, ix thru xiv, xxi thru xxiv, xxix thru xxxv	iii and iv, ix thru xiv, xxi thru xxiv, xxix thru xxxv
Table of Contents	1 and 2	1 and 2
Chapter 4	3.4-1 thru 3.4-7	3.4-1 thru 3.4-9
Chapter 5	3.5-1	3.5-1
Chapter 6	3.6-1 thru 3.6-5	3.6-1 thru 3.6-5

II. SIGNIFICANT CHANGES

A. The page changes are effective upon receipt.

B. Significant changes for the entire manual this quarter and the applicable change number for each affected volume are listed on the change sheet for volume 1.

BY ORDER OF THE DIRECTOR:

RANDALL B. HAGLUND
Colonel, USMC
Commander
Defense Logistics Services Center

19961023 290

DLSC - The Key to Readiness

III. This change sheet will be filed in front of Volume 3 for reference purposes after changes have been made.

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GLOSSARY
PART I - ACRONYMS

		Volume(s)
AAC	Acquisition Advice Code	6,14,15
ACN	Advance Change Notice, FLIS	1,2
ADC	Air Dimension Code	15
ADP	Automatic Data Processing	1,3,4,7
ADPEC	Automatic Data Processing Equipment Identification Code	6,15
ADPP	Automatic Data Processing Point	15
ADPS	Automatic Data Processing System	1
AEDA	Ammunition Explosive, and Other Dangerous Articles	10
AFFC	Air Force Fund Code	
AFLC	Air Force Logistics Command	6,13
AFM	Air Force Manual	6,13
AIN	Approved Item Name	3,4,6
AINRP	Approved Item Name Reclassification Program	6
AMC	Acquisition Method Code	6,14
AMSC	Acquisition Method Suffix Code	6,14
ANSI	American National Standards Institute, Inc.	2,3,7
APSN	Association Package Sequence Number	
AQL	Acceptable Quality Level	2,14
AR	Army Regulation	2,6,13
ARC	Accounting Requirements Code	15
ASCII	American National Standard Code for Information Interchange	2
ASD	Assistant Secretary of Defense	
ASPR	Armed Services Procurement Regulation	7
CAC	Civil Agency Catalog	15
CAGE	Commercial and Government Entity Code	1,2,4,5, 6,7,14,15
CAO	Contract Administration Office	1,15
CB	Change Bulletin	15
CCAL	Certified Contractor Access List	15
CDA	Catalog Data Activity	6

		Volume(s)
CIC	Card Identification Code, Item Management Coding Content Indicator Code Continuation Indicator Code	4,6,14 2 2
CIT	Consumable Item Transfer	6
CMD	Catalog Management Data	1,2,4,5,6,7,14,15
COM-RI	Communications Routing Identifier	2,6
CSS	Cataloging Statistical Series	2,14
DA	Description Available	15
DAAS	Defense Automatic Addressing System	1,2,6
DAASO	Defense Automatic Addressing System Office	1,2,4,5,6,14
DAC	Document Availability Code	4
DCN	Document Control Number	1,4
DCSC	Defense Construction Supply Center	2,14
DCSN	Document Control Serial Number	6
DD Form	Department of Defense Form	1,2,3,4,5,7,15
DEMIL	Demilitarization	4,15
DESC	Defense Electronics Supply Center	2,14
DFSC	Defense Fuel Supply Center	2,14
DGSC	Defense General Supply Center	2,14
DHCO	Departmental Headquarters Catalog Office	2,14
DIA	Defense Intelligence Agency	13
DIC	Document Identifier Code	1,2,4,6,7,13,14,15
DIPEC	Defense Industrial Plant Equipment Center	1,2,6,7,13
DISC	Defense Industrial Supply Center	2,14
DLA	Defense Logistics Agency	1,2,4,5,6,13,14,15
DLAH	Defense Logistics Agency Handbook	
DLAR	Defense Logistics Agency Regulation	6,13
DLSC	Defense Logistics Services Center	All
DM	Descriptive Method (Item Identification)	2,14
DNA	Defense Nuclear Agency	2,4,6,13,14
DNACA	Defense Nuclear Agency Cataloging Activity	4

		Volume(s)
PSCN	Permanent System Control Number	1,2,4, 5,6,15
PSMAT	Provisioning Screening Master Address Table	1,5,7
PSN	Package Sequence Number	1,2,4,5,7
PSOS	Pseudo Source of Supply	6
PVC	Price Validation Code	
Q/R	Query Response. Electronic Data Transmission	
QUP	Quantity Unit Pack	2,6,15
RCS	Reports Control Symbol	2,14
RD	Restricted Data	4
RIC	Routing Identifier Code	1,2,6
RM	Reference Method (Item Identification)	2,4,14
	Retail Manager	6
RNAAC	Reference Number Action Activity Code	1,2,4
RNCC	Reference Number Category Code	2,4,5,6,15
RNFC	Reference Number Format Code	4,5
RNJC	Reference Number Justification Code	1,4
RNSC	Reference Number Status Code	4
RNVC	Reference Number Variation Code	5,6,15
ROFC	Remote Output Format Code	16
RPDMRC	Reference/Partial Descriptive Method Reason Code	1,2,4
S/A	Military Service/Civil Agency	2,13,14
SAC	Secondary Address Code	3,4
SADC	Service/Agency Designator Code	2,4,15
SAIC	Secondary Address Indicator Code	
SCN	System Control Number	1,4
SCR	System Change Request (FLIS)	1,6,15
SFM	Simplified File Maintenance	1,2
SIC	Statistical Indicator Code	
SICA	Secondary Inventory Control Activity	1,2,5,6, 13,14
SICC	Service Item Control Center	2,6,13,14
SIN	Submittal Identification Number	
SLC	Shelf Life Code	2,6,15

		Volume(s)
SMIC	Special Material Identification code	15
SNOCA	Service Nuclear Ordnance Cataloging Activity	4
SoS	Source of Supply Code	1,2,4.6, 4,15
SoSM	Source of Supply Modifier Code	
SPSN	Submitted Package Sequence Number	
SR	Standard Requirement	4
SSR	Supply Support Request	1.2.6.13
	System Support Record	1,2,5.6. 7.13.14.15
STDB	Standard Test Data Base	1
TACOM	U.S. Army Tank-Automotive Command	2,6.13.14
TIC	Terminal Identifier Code	
TSN	Terminal Serial Number	
UFC	Uniform Freight Classification (Code)	1,6.15
U/I	Unit of Issue	2,6,15
U/M	Unit of Measure	
U/P	Unit Price	15
USCG	United States Coast Guard	1.2.6

GLOSSARY
PART II - TERMS

	Volume(s)
Acceptable Quality Level (AQL). The maximum percent defective that, for purposes of sampling inspection, can be considered satisfactory.	2,4,14
Accounting Requirements Code (ARC). See DRN 2665, volume 12.	15
Acquisition Advice Code (AAC). See DRN 2507, volume 12.	2,6,14,15
Acquisition Method Code (AMC). See DRN 2871, volume 12.	6,14
Acquisition Method Suffix Code (AMSC). See DRN 2876, volume 12.	6,14
Activity Code. A two-character code assigned by DLSC, upon request, for use in the Federal Catalog System to identify an activity for cataloging, standardization, or other management purposes.	2,3,4,5,6
Adopt Coding. Application of the approved IMC criteria by an ICP to items of supply currently managed by a IMM, wherein the ICP or another activity within the same Service is not currently recorded as a user in the FLIS data base and desires to add user interest and obtain supply support from the appropriate IMM.	6
Advance Change Notice - See FLIS Advance Change Notice	
Air Commodity/Special Handling Code. See DRN 9215, volume 12.	1,2,15
Air Dimension Code (ADC). See DRN 9220, volume 12.	1,2,15
Air Force Fund Code. See DRN 2695, chapter 12.2.	
American National Standard Code for Information Interchange (ASCII). The bit configuration standard subset requirement for FLIS and all Government computer systems.	2
Applicability Key. The code used to reference the applicability of a requirement to an item name in a FIIG.	3
Approved Item Name (AIN). The name which is selected (approved by the Directorate of Item Identification, DLSC, as the Official designation for an item of supply), and delimited where necessary, to establish a basic concept of the item of supply to which the item belongs and with which it should be compared. It may be a basic name, or a basic name followed by those modifiers necessary to differentiate between item concepts having the same basic name. Approved item names, basic names, and colloquial names are published in Cataloging Handbook H6. When two or more names are applicable to an item, the name which is most commonly used by the Government and industry shall be selected as the item name. The other name(s) shall be cross-indexed to the selected name.	3,4,6,15

	Volume(s)
Approved Item Name Reclassification Program (AINRP). A DoD-directed program designed to (1) identify item names (by five-digit code) which represent large quantities of consumable items originally classified in FSC classes for the next higher assemblies; (2) take action to reclassify such items from the next higher assembly FSC to the "home" FSC class; and, (3) apply IMC procedures to items migrating from weapons system oriented to commodity oriented FSC classes.	6
Association Code. A code number assigned by DLSC, for internal use, to a corporate complex which has two or more divisions, branches, subsidiaries, etc., each of which has been assigned a different Commercial and Government Entity Code (CAGE). This code number is used by DLSC in screening operations for determining duplication and possible duplication when the reference number is the same but the CAGE Code is different.	1,4,5,14
Association Package Sequence Number (APSN). See DRN 8252, volume 12.	
Authorized Item Identification Collaborator Code. See DRN 2533, chapter 12.2.	2,6
Automatic Data Processing Equipment Code (ADPEC). See DRN 0801, volume 12.	8,9,10,15
Cancelled Federal Item Identification. A Federal item identification which is no longer authorized for use to identify an item of supply.	2,4,6
Card Identification Code, Item Management Coding. See DRN 0099, volume 12.	1,2,6,14
Catalog Management Data (CMD). The total range of information compiled and published in Management Data Lists including requisitioning, stock, and financial management and other management control data; and including various referenced relationships to other items, documents, or materiel management conditions.	1,2,4,5, 6,7,14,15
Cataloging Handbook H2. A handbook containing Federal Supply Classification data in Federal Supply Classification order showing all groups and classes in the four-digit FSC code numbering system. Where appropriate, the main inclusions and exclusions which delimit the coverage of a particular class are shown.	3,4,15
Cataloging Handbook H6. Federal Item Name Directory for Supply Cataloging.	3,4,15
Cataloging Statistical Series (CSS). A series of informational type documents which provide statistical data in support of the Federal Cataloging Program.	2,14
Category A Single Submitter. Where management repsonsibility includes all items of supply in a given FSC, ***the IMM is the sole submitter of cataloging actions related to items of supply in the applicable class. The IMM is the sole submitter of cataloging actions, both new or changed data and new, reinstatement, or revised item identifications, for items managed in the applicable class. This also includes proposals for new or revised cataloging tools related to FSCs under the activity's cognizance.***	2,4

	Volume(s)
Category B Single Submitter. Where management and cataloging responsibility is established on a by item basis within a given FSC, the IMM is the sole submitter of proposed catalog data changes against existing item identifications representing items of supply under the management cognizance of that activity. This includes ***cataloging action, both new or changed data, and new, reinstatement, or revised item identifications, for items managed under the activity's cognizance.***	2
Central Catalog File. See FLIS Data Bank.	2,4
Change Bulletin. Publications issued following a basic edition for updating purposes. The data content is cumulative. Change bulletin is synonymous with the terms "advance notice" and "supplement".	15
Change Coding. The method of changing data elements previously furnished as a result of IMC. Excluded are changes from Service management to Integrated Materiel Management or vice versa. Such latter changes shall be accomplished under initial, maintenance, retroactive, or return coding as appropriate.	6
Change Indicator. See DRN 0122, volume 12.	
Characteristics Reply. The total reply to a FIIG requirement in MILSTICCS format. It consists of the primary address code and may consist of a secondary indicator code, along with a secondary address code (if applicable), or it may consist of a double dollar symbol ($$) to identify the AND condition or a single dollar symbol ($) to identify the OR condition. These symbols will be used to chain materials and the like which do not govern other requirements. Also included is the mode code and the item characteristics (either clear text or coded or a combination of the two as specified in the FIIG) followed by the record separator symbol.	3,4
Characteristics Search. An interrogation of the FLIS data base to locate existing items of supply. The input contains specific item characteristics. Criteria is applied in the processing to select items which are similar or may be substituted for another item of supply. Items may or may not meet the requirements of interchangeability or substitutability. Characteristic Search is used primarily for standardization studies, item reduction studies, design improvements or to find substitutes for a primary item.	

	Volume(s)
Codification Project Code. A two-character alphabetic code assigned by the Defense Logistics Services Center (DLSC) to identify catalog data related to a codification project for NATO or other foreign countries.	4
Collaborating Activity. An activity designated by a Military Service or participating agency to review proposed item logistics changes.	2,4
Collaborator Code. See DRN 2533, volume 12.	2,13
Commercial and Government Entity Code (CAGE). Any reference number entered into the Federal Catalog System will have a CAGE Code assigned to it prior to entering the central catalog file. The CAGE Code is a five character data element assigned to establishments which are manufacturers or have design control of items of supply procured by the Federal Government. The first and last positions of a CAGE Code will be numeric. Under certain conditions revision actions shall be initiated by DLSC: When a CAGE Code is cancelled and replaced by a code assigned to a single manufacturer: or when DLSC cannot determine, without collaboration, which items formerly manufactured by a defunct organization are now manufactured by the acquiring organization(s). Where the applicable CAGE Code cannot be determined under the conditions cited above, recorded cataloging activities shall initiate appropriate action to update the central catalog file. DLSC will not cancel a CAGE Code until all numbers of that manufacturer have been withdrawn.	
Commodity Materiel Management Category Code - DoD. See DRN 2611, volume 12.	
Compiler. A term used to denote the activity responsible for the preparation and maintenance of a catalog.	
Concept Change. A concept change is determined to exist when the identification characteristics expressed by the proposed revision of a Federal item identification differ in content from those expressed by the Federal item identification, and both item identifications represent possible items of supply.	4

	Volume(s)
Full Descriptive Method of Item Identification. The descriptive method of item identification establishes and delimits the concept of an item of supply by the delineation of the essential characteristics of the item which give the item its unique character and serve to differentiate it from every other item of supply. It may contain other characteristic data not used in the assignment of an NSN as specified in section III of the specific FIIG. The Full Descriptive Method (FDM) technique of item identification is a type 1 item identification which contains all essential characteristics of an item and differentiates it from every other item of supply.	2,4,14
Functional Description (FD). The FLIS FD provides: a. The system requirements to be satisfied which will serve as a basis for mutual understanding between the user and the developer. b. Information on performance requirements, preliminary design, and user impacts including fixed and continuing costs. c. A basis for the development of systems tests.	1,8,9
Functional Manager, DoD/Federal. See DoD/Federal Functional Manager.	
Functional/Operational Index (F/O). An index in grid form designed to assist the user in relating the item identification characteristics with the various logistic functions for data output products.	3,5,15
Gaining Inventory Manager (GIM). The inventory manager responsible for assuming wholesale materiel management functions.	2,6
Guide Number, Federal Item Identification Guide (FIIG). See DRN 4065, volume 12.	2,4
Hazardous Materiel Code (HMC). See DRN 2720, volume 12.	1,6,15
Hazardous Material Indicator Code. A code instructing the user on the type of hazardous material(s) used.	8,9,10,15
Immediate Response. The time elapsed from the point at which DLSC receives the last character of input data until DLSC transmits the first character of output data will not exceed one minute.	16
Industrial Plant Equipment (IPE). IPE is that part of DoD-owned plant equipment with an acquisition cost of $1000 or more; used for the purpose of cutting, abrading, grinding, shaping, forming, joining, testing, measuring, heating, treating, or otherwise altering the physical, electrical, or chemical properties of materials, components, or end items entailed in manufacturing, maintenance, supply, processing, assembly, or research and development operations. IPE is further identified by noun name in joint DoD Handbooks, DLAH 4215 series.	

	Volume(s)
Initial Coding. Application of the established IMC criteria by the ICPs to all National Stock Numbered items existing in FSC classes newly designated as commodity oriented.	6
Initiating Activity. An activity assigned the responsibility for the development, coordination, reconciliation, and submittal to DLSC of a completed FIIG and follow-up maintenance.	3
Integrated Materiel Manager (IMM). ***The DoD activity or agency that has been assigned wholesale integrated materiel management responsibility for the DoD and participating Civil Agencies. Integrated materiel management responsibilities include cataloging, requirements determination, procurement, distribution, overhaul repair and disposal of materiel. The terms Integrated Materiel Manager (IMM), Inventory Control Point (ICP) and Materiel Manager are synonymous.***	1,2,4,6,13
Interchangeability and Substitutability (I&S). Conditions which permit the exchange of one item for another without affecting design or performance beyond acceptable limits.	1,5,6,14
Inventory Account Code - Coast Guard. See DRN 0708, volume 12.	1
Inventory Control Point (ICP). An organizational unit within the supply system of a Military Service/Defense Logistics Agency which is assigned the primary responsibility for the management of a group of items, either within a particular Military Service or for the DoD as a whole. Responsibilities include computation of quantitative requirements; the authority to require procurement, repair materiel, or initiate disposal; development of world-wide quantitative and monetary inventory data; and the positioning and repositioning of materiel.	6,13,14
Item Characteristics. Physical, performance, and other item-related logistics data required to describe, differentiate, and manage items of supply.	3,4
Item Identification (II). A collection and compilation of data to describe an item. The minimum data to develop an item identification are a combination of the item name, CAGE Code, manufacturers' identifying part/reference number, Reference Number Category Code (RNCC), and Reference Number Variation Code (RNVC). The maximum data required are the item name, all of the physical and performance characteristics data prescribed by a specific FIIG, and the manufacturers' identifying part/reference number. It may also include additional related reference numbers.	1,2,3,4, 5,6,13, 14,15
Item Intelligence. The sum total of data for a given item.	4
Item Intelligence Maintenance (IIM). A function in FLIS which provides for the processing of adjustments/revisions to established item identifications and characteristics in the FLIS data base.	
Item Logistics Data Transmittal (ILDT). The medium used for formatting data required to be transmitted to the data bank.	4
Item Management Classification Activity (IMCA). See DRN 4075, volume 12.	2,6

	Volume(s)
Item Management Coding (IMC). The process of determining whether items of supply in ***Federal Supply Classes*** assigned for *I*ntegrated *M*ateriel *M*anagement qualify for management by the individual ***DoD components other than DLA or GSA.*** Coding is accomplished in accordance ***with*** DoD 4140.26-M, volume I, Defense Integrated Materiel Management for Commodity Oriented Consumable Items.	1,2,6,13,14
Item Management Coding Activity (IMCA). See DRN 2748, volume 12.	2,6,13,14
Item Management Statistical Series (IMSS). A series of informational type documents providing statistical data in support of the Federal Catalog System.	6,14
Item Name. See DRNs 5010 and 5020, volume 12.	1,3,4,5,6,15
Item Name Code (INC). See DRN 4080, volume 12.	1,3,4, 5,6,14,15
Item of Production. Consists of those pieces or objects grouped within a manufacturer's identifying number and conforming to the same engineering drawings, specifications, and inspection.	4
Item of Supply. An item of supply may be a single item of production or two or more items of production that are functionally interchangeable or that may be substituted for the same purpose and that are comparable in terms of use. It is more meticulous (a selection of closer tolerance, specific characteristics, finer quality) than the normal item of production, or may be a modification (accomplished by the user or at request of the user) of a normal item of production.	2,3,4,5,6,7, 14,15
Item Standardization Code (ISC). See DRN 2650, volume 12.	1,4,5,6,14,15
Key Data Element(s). Data element(s) submitted to obtain the desired interrogation/search output as specified by the Output Data Request Code.	5
Language Media Format (LMF). A code used for AUTODIN transmission to the FLIS data bank. The code indicates source media and preferred output media.	2
Less Than Carload Rating Code (LCL). See DRN 2760, volume 12.	1,2,15
Less Than Truckload Rating Code (LTL). See DRN 2770, volume 12.	1,2,15
List. One of the types of catalogs within a series of publications (e.g., Identification List).	4,15
Losing Inventory Manager (LIM). The inventory manager responsible for relinquishing wholesale materiel management functions.	2,6
Electronic **Data Transmission Message Control.** A procedure that may be used by interested recorded MADS users to identify and verify receipt of FLIS data transmitted *electronically* for a fixed time period. See volume 8, DIC KWA.	2
Maintenance Action Code (MAC). See DRN 0137, volume 12.	6

	Volume(s)
Maintenance Coding. Application of the approved IMC criteria by the ICPs to all new or existing National Stock Numbered items which enter FSC classes subject to IMC after initial IMC has been accomplished.	6
Major Organizational Entity (MOE). The principal subdivision of Government organization under which component organizational entities are identified (e.g., Army, Navy, Air Force, Marine Corps, DLA, GSA, etc.).	1,2,3,4, 5,6,13,14,15
Management Cognizance. The duties and responsibilities of a DSC, a Military Service activity, otherDoD activity(ies), FAA, or GSA for management of an item of supply to the extent indicated by the MOE Rule.	2,6
Manufacturer (Mfr). A manufacturer may be an individual, company, firm, corporation, or Government activity that controls the design and production of an item, or produces an item from crude or fabricated materials or components, with or without modification, into more complex items.	4,7
Mass Change Processing. Mass change processing falls into two categories. Pre-programmed mass change is initiated by an SSR transaction which triggers or permits subsequent multiple actions to the DLSC and/or Service/Agency files. Special project mass change will require that original analysis and programming be accomplished to accommodate the requested actions.	1,2,6
Mass Data Retrieval. Mass data retrieval is designed to extract segment data from the FLIS data base or partial or complete files from the SSR based on the input of key data element(s). The content of the segments from the FLIS dara base and the content of data elements from the SSR will be controlled through input of the appropriate Output Data Request Code DRN as indicated in volume 10, table 28 (Output Data Request Code/Access Key(s)).	1,5
Master Requirement Code (MRC). See DRN 3445, volume 12.	1,3,4,5,15
Master Requirements Directory (MRD). A publication containing the requirements, reply tables, Military Standard Item Characteristics Coding Structure (MILSTICCS), Master Requirement Codes (MRCs), and mode codes contained in published Federal Item Identification Guides (FIIGs).	1,3,5
Materiel Category Codes (MCC). See DRNs 2680 and 9256, volume 12.	
Materiel Condition Codes (MCC). See DRN 2835, volume 12.	
Materiel Management. Direction and control of those aspects of logistics which deal with materiel, including the functions of identification, cataloging, standardization, requirements determination, procurement, inspections, quality control, packaging, storage, distribution, disposal, maintenance, mobilization planning. Encompasses materiel control, inventory control, inventory management, and supply management.	2,6
Materiel Management Aggregation Code - AF (MMAC). See DRN 2836, volume 12.	1,13

	Volume(s)
Precious Metal Indicator Code (PMIC). A code indicating the presence of precious metals (Gold, Silver, Platinum or a combination).	8,9,10,15
Price Validation Code, Air Force (PVC). See DRN 0858, volume 12.	
Primary Inventory Control Activity (PICA). See DRN 2866, volume 12.	1,2,4,5, 6,13,14
Primary Reference Number. The number used to identify an item of production or a range of items of production by the manufacturer (individual company, firm, corporation, or Government activity) which controls the design, characteristics, and production of the item through its engineering drawings, specifications, and inspection requirements. The number is the "design control reference".	4
Priority Indicator Code (PIC). See DRN 2867, volume 12.	2,4,5,14
Procurement Method Code (PIC). See DRN 2871, volume 12.	6,14
Procurement Method Suffix Code (PMSC). See DRN 2876, volume 12.	6,14
Production Lead Time. See DRN 0730, volume 12.	
Proposed Original Item Identification. An item identification for an item in or entering a supply system which has not yet been approved by the Defense Logistics Services Center (DLSC) as a Federal item identification assigned a National Stock Number.	2,4
Provisioning Screening Master Address Table (PSMAT). See DRN 0232, volume 12.	1,5,7
Provisioning Supply Support Request. Indicated by Card Identification Code P to show that a Supply Support Request received by the IMM from an ICP is the origin of the request when the item is in an FSC class subject to IMC.	2,6
Qualitative Value. The portion of a reply that expresses quality such as color, shape, material, condition, etc.	3
Quantitative Value. The portion of a reply which expresses a numeric value for such characteristics as dimensions, measure, magnitude, electrical rating, etc.	3
Quantity Unit Pack (QUP). See DRN 6106, volume 12.	6,15
Rail Variation Code. See DRN 4760, volume 12.	1,2,6,15
Reactivation Coding. Application of the approved IMC criteria by the ICPs to inactivated NSNs for which a IMM was the last manager, and the ICP is not currently recorded as a user.	6
Receiver Code. See DRN 2534, volume 12.	

	Volume(s)
Record Separator. The symbol used to indicate the completion of a characteristic reply or to indicate end of record.	16
Reference Drawing. Reference Drawing Groups (RDG) appear in Appendix B of the Federal Item Identifcation Guide (FIIG). The drawings will be isometric when possible, and will be configured with dimensional reuirements necessary to describe basic item features.	
Reference Method of Item Identification (RM). The reference method of item identification establishes and delimits the concept of an item of supply by reference(s) to the item-identifying number(s) of one or more manufacturers denoting the item or items of production included under the concept. Thus, under the reference method the essential characteristics of the item of supply are not delineated in the item identification but are ascertainable by research of the data represented by the manufacturers item-identifying number(s).	2,4,6,14
Reference Number. A reference number is any number, other than an activity stock number, used to identify an item of production or, either by itself or in conjunction with other reference numbers, to identify an item of supply. Reference numbers include manufacturers part, drawing, model, type, source-controlling, or specification-controlling numbers and the manufacturers trade name, when the manufacturer identifies the item by trade name only; NATO Stock Numbers; specification or standard part, drawing, or type numbers. The submittal of all known reference numbers related to an item of production or an item of supply, with the applicable Reference Number Category Code, the applicable Document Availability Code, and the applicable Reference Number Variation Code, is mandatory.	2,4,5,14,15
Reference Number Action Activity Code (RNAAC). See DRN 2900, chapter 12.2.	1,4
Reference Number Category Code (RNCC). See DRN 2910, chapter 12.2.	2,4,5,6,15
Reference Number Category Code Combination. Consists of the Reference Number Category Code (RNCC), Reference Number Variation Code (RNVC), and Document Availability Code (DAC) as expressed in volume 10, table 8.	
Reference Number Format Code (RNFC). See DRN 2920, chapter 12.2.	4,5
Reference Number Justification Code (RNJC). See DRN 2750, chapter 12.2.	1,4
Reference Number Status Code (RNSC). See DRN 2923, chapter 12.2.	
Reference Number Variation Code (RNVC). See DRN 4780, chapter 12.2.	2,4,5,15
Reference/Partial Descriptive Method Reason Code (RPDMRC). See DRN 4765, chapter 12.2.	1,2,4
Reinstated Federal Item Identification. A Federal item identification which has been cancelled but which has subsequently been reauthorized for use to identify an item of supply.	4,6

	Volume(s)
Remote Ouput Format Code. See DRN 0841, chapter 12.2.	16
Reparability Code - Coast Guard. See DRN 0709, chapter 12.2.	1
Reply. A reply (data item) is the answer to a specific requirement.	3,4
Reply Code. A code that represents an established reply to an approved requirement.	3,4
Reply Table. A listing of replies (data items) applicable to a requirement or group of requirements derived from a single data element. Each reply in the table is assigned a different reply code.	3,4
Report Control Symbol (RCS). Set of letters and numbers which identifies an approved report and authorizes its initiation and preparation.	2,14
Reports Generator. Designed to produce one-time listings or reports from the FLIS files.	1,5
Requirement. A definition of a required characteristic.	3,4
Requirement, Lead-In. A general requirement identifying and providing guidance for reply to a specific range of following requirements. A lead-in requirement is never assigned a MRC, nor does it ever require a reply.	3
Requirement, Major. A requirement which, in addition to requiring a reply, may necessitate replies to succeeding subordinate requirements (subrequirements) dependent upon the specific reply given to the major requirement (see definition of Requirement, Lead-In and Requirement, Subordinate).	3
Requirement, Subordinate. A requirement for which the reply is dependent on a lead-in requirement or major requirement (also termed "subrequirement").	3
Retail Manager (RM). A materiel manager or another designated activity within a Military Service/Agency having retail responsibility for an item of supply where the wholesale materiel management functions are performed by a IMM, including DNA, NSA, and TACOM.	6
Retroactive Coding. Scheduled application of the approved IMC criteria by the ICPs to item(s) in FSC classes designated as commodity oriented which were previously coded for Service retention.	6
Return Coding. A request to effect the return of an item currently coded for Integrated Materiel Management to Service management by the application of IMC criteria.	6
Routine Reclassification Action. Indicated by Card Identification Code F to show that DLSC has reclassified an item from a weapons system oriented to a commodity oriented FSC class and IMC criteria must be applied.	6

	Volume(s)
Routing Identifier Code (RIC). A group of letters or numbers assigned to indicate the geographic location of a station, a fixed headquarters of a command, activity, or unit at a geographic location, and the general location of a tape relay or tributary station to facilitate the routing of traffic over the tape relay networks.	1,2,6
Secondary Address Code (SAC). See DRN 8990, chapter 12.2.	1,3,4
Secondary Address Indicator Code (SAIC). See DRN 9485, chapter 12.2.	3
Secondary Inventory Control Activity (SICA). See DRN 2938, chapter 12.2.	1,2,6,13,14
Service/Agency Designator Code (SADC). See DRN 4672, chapter 12.2.	2,4,15
Service Item Control Center (SICC). An activity which: (1) serves as a Military Service focal point for resolution of support problems for required weapons systems oriented consumable items managed by another Military Service; (2) performs such residual technical functions as configuration control, item qualitative acceptability, allowance list preparation, and maintenance of internal program support responsibility; and (3) provides assistance to the IMM, as necessary, to support requiring Service users on a timely basis.	2,6,13,14
Shelf Life Code (SLC). See DRN 2943, chapter 12.2.	6,15
Simplified File Maintenance (SFM). FLIS output consisting of a monthly maintenance update, a cumulative monthly basic record, and semiannual basic replacement record for activity files shall be provided for Federal Item Identification Data and Catalog Management Data. It shall be distributed in NIIN sequence to authorized subscribing activities on magnetic tapes via mail. Data furnished from two or more functional areas shall be sequenced together.	1,2
Single Quality Items. Items (such as nuclear ordnance test and handling equipment) authorized for use on or with both war-reserve and training nuclear weapons.	4
Single Submitting Activity. See DRN 9255, chapter 12.2.	2,4
Source Controlled Federal Item Identification. A type 1, 1B, 2, 4, or 4B Federal item identification (original, revised, transferred, or reinstated) representing one or more specific manufacturer's items of production certified by an end item manufacturer, or by a Government activity, to be the only known items suitable for the specific application.	4
Source of Supply Code (SOS). See DRN 3690, chapter 12.2.	4,5,6,14,15
Source of Supply Modifier Code (SOSM). See DRN 2948, chapter 12.2.	6

	Volume(s)
Specially Designed Item. The term "specially designed item" is an abbreviation of the term "specifically designed for specific use on or with specific individual types of equipment" as used in the notes in Cataloging Handbooks H2-1 and H2-2. In order to be accepted as specially designed, an item does not have to be designed specifically for use on a single piece or single model of equipment; the item may be designed for use with categories of equipment, such as all kinds of printing presses, all kinds of diesel engines.	4
Special Packaging Requirement. See DRN 0725, volume 12.	
Standard Requirement. A lengthy requirement which, because it is used repeatedly in many patterns, has been put in standardized form.	4
Standard Test Data Base (STDB). Maintained at DLSC with data input by Services/Agencies participating in the interface test program.	1
Statistical Indicator Code. See DRN 3708, volume 12.	
Submitted Package Sequence Number (SPSN). See DRN 8328, volume 12.	
Submitter Code. See DRN 2535, volume 12.	
Submitting Activity. Any participating activity which submits proposed catalog data directly to DLSC for approval. The submitting activity may be the activity which originates the catalog data or an intermediate monitoring activity (e.g., Defense Supply Center; Defense Nuclear Agency) through which the originating activity is required to submit its proposals to DLSC.	1,2,3,4, 5,6,7
Submitting Activity Code. See DRN 3720, volume 12.	1,4,5,15
Supply Management Data. Item data which do not affect NSN assignment but are necessary to support logistics functions.	3,6
Supply Support and Cataloging Action Request. Indicated by Card Identification Code V to show that an SSR other than provisioning received by the IMM from an ICP is the origin of the request when the item is in an FSC class subject to IMC.	6
Supply Support Request (SSR). A request submitted by the activity responsible for supporting an end item being provisioned to a Integrated Materiel Manager which manages some of the support items or is a potential manager of some new support items used in the end item.	2,6
Suspense File. The portion of the process control sector (SSR) which will serve as a temporary repository of unique information of functional value to the Service/Agency for the implementation of a logistics data transaction within DLSC.	1,4,5
System Change Request (SCR). A formal request for modification of the FLIS. The SCR will be assigned one of the following priorities.	1,6,15

	Volume(s)
a. Routine - an SCR requiring at least 45 calendar days for Service/Agency coordination and distribution of the system change by DLSC a minimum of 180 days prior to implementation.	
b. Expedite - an SCR requiring at least 45 calendar days for Service/Agency coordination and distribution of the system change by DLSC a minimum of 90 days prior to implementation.	
c. Emergency - an SCR required to maintain the operational status of FLIS.	
System Control Number (SCN). See DRN 3735, volume 12.	4,6
System Support Record (SSR). The segment of the FLIS data bank containing the sum total of information (guides, program subroutines, tables, rules, controls, statistics, codes, terms) required to support or specify the content and utilization of the FLIS data base . The SSR is comprised of the following files: Organizational Entity, Item Name, FSC, FIIG/DP/Guide, Table Look-Up, Graphics, Process Control, Mass Changes to FLIS data base, Mass Data Retrieval, and Tailored Data Interrogations.	1,2,5,6,7, 13,14,15
Technical Feasibility. The determination of whether the development of a data system change is possible within the limits of available technology.	1
Training Quality Items. Items designated for use on or with training nuclear weapons or on nuclearordnance test and handling equipment but not authorized for use on war-reserve nuclear weapons.	4
Type of Cargo Code. See DRN 9260, volume 12.	1,2,15
Type of Financial Management Control. See DRN 0729, volume 12.	
Uniform Freight Classification Code (UFC). See DRN 3040, volume 12.	1,2,6,15
Unit of Issue (U/I). See DRN 3050, volume 12.	2,6,14,15
Unit of Issue Conversion Factor. See DRN 3053, volume 12.	6
Unprocessable Transaction. Transactions which did not contain the minimum essential control elements required for processing. These transactions are not queued for further processing and are not retained in the FLIS files.	1,2,4,6
Using Service Code. See DRN 0745, volume 12.	
Voluntary Standard. A product standard developed under procedures published by the Department of Commerce. Its adoption by a particular industry, company, or organization is voluntary. It is used as a standard for the procurement and production of a product.	6
War-Reserve Quality Items. Items authorized for use on or with war-reserve nuclear weapons but not designated for use on training nuclear weapons or test and handling equipment.	4

	Volume(s)
Water Commodity Code. See DRN 9275, volume 12.	1,2,15
Withdraw. The word "withdraw" in these procedures refers specifically to activity action to remove existing data from DLSC files.	2,6

DEVELOPMENT AND MAINTENANCE OF ITEM LOGISTICS DATA TOOLS

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CHAPTER 4
THE FEDERAL SUPPLY CLASSIFICATION SYSTEM

3.4.1 Purpose. This chapter will describe the structure and organization of the Federal Supply Classification System and the procedures for its modification. ***This chapter also provides procedural guidance covering the management, control, and maintenance of the Federal Supply Classification System with objectives to:***

a. Control the Federal Supply Class (FSC) structure in such a manner as to insure its compatibility with the requirements of the total FLIS.

b. Provide for the resolution of any differences of opinion with regard to proposed changes in the FSC structure.

c. Provide for the orderly evolution of the FSC structure, as necessary, to satisfy operational requirements of the participating activities.

d. Insure uniform application of the rules and principles embodied in the Federal Supply System.

e. Provide equitable solutions to any controversial problems arising in the area of property classification assignment.

3.4.2 Use. The Federal Supply Classification System is sufficiently comprehensive to permit the classification of all items used by participating activities. A ***FSC*** is selected for every item of supply and forms the first four digits of the National Stock Number (NSN). ***The Federal Supply Classification*** system, with its structure of groups and classes, represents those groupings and relationships which are based on current as well as anticipated management needs. As these needs change, the structure is modified by the addition of newly developed groups and classes, the subdivision of existing classes, and the revision of definitions for classes.

3.4.3 Structure. The Federal Supply Classification System is composed of commodity classes organized within broad groups. The system permits a total of 99 Federal Supply Groups (FSGs), each of which may be subdivided ***into FSCs.*** The classes within any group are considered to be closely related. Each class covers a relatively homogenous area of commodities with respect to their physical or performance characteristics, their relationship to a next higher assembly, or because they are usually procured or issued together.

a. Code Numbering system. Each class of items is assigned a four digit code. The first two digits represent the FSG and the last two digits specify the class within each group.

b. Expansion of the present number of groups and classes has been provided for by the gaps in sequence left between the code numbers assigned to groups and within groups to adjacent classes. Such expansions may be required by technological advances or by the need for other desirable additions and changes.

c. ***For many classes the phrase "and components" is shown as a part of the class title, indicating that assemblies, subassemblies, and component parts which are specially designed for items in the class are to be included. In those instances where the phrase "and components" does not appear as part of the class title, the inclusion of assemblies, subassemblies, and component parts specially designed for the end items in the class is to be understood, unless otherwise provided for in the classification structure. (For Example, Group 25 Vehicular Equipment Components was established for items which otherwise might have been classified in Group 23, Ground Effect Vehicles, Trailer, and Cycles.)***

d. Condition Codes. A single digit indicating the type of classification for an item in the Numeric

Index of the Cataloging Handbook H2-2 and the Alphabetic and Numeric Indexes of the Cataloging Handbook H6.

(1) Condition Code (1). The Approved Item Name (AIN) which may be classified in one and only one specific FSC.

(2) Condition Code (2). The AIN which may be classified in two or more FSCs, as specifically indicated.

e. Explanation of Condition Code (2). The Condition Code is included with the AINs in the Cataloging Handbooks H2-2 and H6. Those AINs with Condition Code 2 specifically are entered in the Cataloging Handbook H6 with the FSC and the class modifier which applies. Example of proper application of condition codes are as follows:

Example 1. The AIN "TAPE, SOUND, RECORDING" is classified only in ***FSCs*** 5835 and 7450. The two specific H6 entries for this AIN both include Condition Code (2) following the class modifiers ("except office type" for FSC 5835, and "office type" for FSC 7450). However, the mandatory classification for each category of sound-recording tape is indicated in the "Class" column on the right-hand side of that particular entry in the Handbook. That is, office-type recording tape is classified ***only*** in FSC 7450, and all other types (applications) are classified without exception on FSC 5835.

Example 2. The AINs "CIRCUIT BREAKER"and "CIRCUIT BREAKER SUBASSEMBLY" are properly assigned to two different classes based on the voltage and type of current of the item being classified. This is indicated in the H-6 by a series of four entries derived from each AIN, such as "Circuit breakers, above 250 volts DC(2)---6110" and "Circuit breaker subassemblies, 250 volts DC and below (2)---5925". Condition Code (2) does not imply that a given item with the voltage and current shown can be classified in two classes. The modifying phrase in each case governs the classification and restricts the item of supply to one specific class.

3.4.4 General Principles and Rules

a. Unique Classification of Each Item of Supply. Each item of supply shall be classified in one, and only one, 4 digit FSC. The assignment of an FSC code number to an item of supply shall not be influenced by the method and type of item identification used to establish the concept of the item.

b. Classification of Parts Where as Specific Class Exists. Where a specific FSC is applicable to a particular part, that part shall be classified in the specific class and not with its next higher assembly, except as indicated below:

(1) A "Specially Designed Item" shall be classified with its next higher assembly in the class established for the higher assembly when, and only when, the FSC requires such classification. The term "higher assembly" is used for brevity of "next higher classifiable assembly" and is understood to mean the next higher assembly on or with which the item is used as a subassembly, part, attachment, or accessory. In order to be accepted as specifically designed, an item does not have to be designed specifically for use in a single piece or single model of equipment. The item may be designed for use with catagories of equipment such as all kinds of printing presses or all kinds of diesel engines. The requirement that a "specially designed item" be classified with the equipment for which it is specially designed is indicated in the FSC by:

(a) A Note. A note at the head of the class or group in Cataloging Handbooks H2-1 or H2-2 directing that "specially designed item" are to be

classified with their next higher assemblies. The term "specially designed item" is an abbreviation of the term "specifically designed for specific use on or with specific individual types of equipment" as used in the notes in the Cataloging Handbooks H2-1 and H2-2.

(b) A Modifier. The modifier "multiapplication" added to the name of the item indexed in Cataloging Handbook H2-2 and H6, indicating that the specially designed items are to be classified with their next higher assemblies.

(c) An Exclusion. An exclusion to the class published in Cataloging Handbook H2-1 indicating that the item is not to be classified therein.

(d) An Exception. A term of exception applied to an entry in Cataloging Handbook H2-2 or H6 excluding the item.

(2) When an item of supply has been classified as a "specially designed item" with its next higher classifiable assembly, the FSC class code number originally assigned shall not be changed to that of a multiapplication class until evidence becomes available that the item does have multiple applications.

c. Classification of Parts Where No Specific Class Exists. Where no specific FSC is applicable to a particular part, that part shall be classified with its next higher classifiable assembly in the class established therefor.

d. Classification of Parts Having Multiple Applications. The FSC for an item which is to be classified with its next higher assembly but which is used on or with different assemblies classified in two or more classes of the FSC, shall be assigned in accordance with the following:

(1) When a variety of applications to assemblies classified in different classes is known to exist at the time the subassembly, part, attachment, or accessory is initially classified, the FSC code number assigned shall be that which will be most useful in supply management, selected on the basis of:

(a) The most significant application of the item.

(b) The code number least likely to be obsoleted.

(c) The greatest number of application of the item.

(2) When a code number is assigned to a multiple application item after a consideration of the known applications and the application(s) within the class assigned become obsolete, a new class code number shall be selected in accordance with subparagraph 3.4.4.d(1).

(3) When a subassembly, part, attachment, or accessory is assigned an FSC on the basis of its relationship to a higher assembly, and it is later discovered that the item is used on additional assemblies which are not in the same class as the assembly initially considered, the FSC originally assigned shall be used for all other applications of the item.

c. Auxiliary Subdivisions of Federal Supply Classification Classes. Where greater commodity classification detail required by a participating service or activity than is provided for in the basic 4-digit FSC structure, auxiliary subdivisions of classes (commonly referred to as "Auxiliary Classifications" or "Subclasses") may become necessary. These Auxiliary subdivisions of classes may be developed by the participants for their own use. If a universal requirement is found to exist for a particular auxiliary subdivision, consideration will be given to the establishment of additional FSC

classes corresponding to the auxiliary subdivision. When used in conjunction with the NSN, any auxiliary subdivision of a class found necessary by a participant shall be signified by augmentation of the NSN and not by change to the 4-digit FSC. In no event shall any of the 13 digits of the NSN be changed or digits or other symbols be inserted within the 13-digit structure.

f. Classification of Sets, Kits and Outfits. The following rules shall govern the classification of Sets, Kits, and Outfits:

(1) Sets, Kits and Outfits consisting of variations (such as size or color) of an item shall be classified in the same class as the individual items.

(2) Sets, Kits and Outfits consisting of several different items classifiable either in a single class or in several classes of the same group, or in classes of more than one group, shall be classified in the "Sets, Kits, and Outfits" class of the group which logically covers the application or functions purpose for which the set, kit, or outfit was assembled.

(3) If no "Sets, Kits, or Outfits" class is established in the appropriate group which covers the application or functional purpose of the set, kit or outfit, then the set, kit or outfit shall be classified in the single class of the appropriate group which logically covers the application or functional purpose for which the set, kit, or outfit was assembled.

(4) If the appropriate 4-digit FSC cannot be determined by the application of the above rules, the set, kit or outfit shall be assigned to the class which is considered most useful for supply management.

(5) If no class is found to be appropriate under any of the above rules, the set, kit, or outfit shall be classified in FSC class 9999, Miscellaneous Items.

3.4.5 Publications. The following handbooks assist users in establishing the appropriate FSC for each item of supply and help minimize inconsistency in the classification of identical items.

a. Cataloging Handbook H2, Federal Supply Classification, is divided into two parts:

(1) Part 1, Groups and Classes, presents the classification structure, showing all the groups and classes listed in the arrangement of the four digit FSC numbering system. Where appropriate, the main commodities included (or excluded) which delimit the coverage of a particular class are shown below the title for the class. In addition, specific notes may be inserted following specific group and class titles which define or delimit the coverage of a particular group or class.

(2) Part 2, Numeric Index of Classes, is arranged by class and lists in alphabetic sequence the names of items included within each class. ***The index facilitates location of the FSCs in which an item shall be placed and location of a range of items in the classification.*** In addition, the notes following group and class titles in Part 1 are incorporated in Part 2 following the corresponding group and class titles.

b. Cataloging Handbook H6, Federal Item Name Directory for Supply Cataloging, includes a reference to the FSC for each Approved Item Name.

3.4.6 Maintenance of the Federal Supply Classification System.

The Defense Logistics Agency (DLA) is responsible for the developement and maintenance of the Government wide classification system. The DLA has delegated this function to the Defense Logistics

Services Center (DLSC). Authority for establishment of the classification is contained in Chapter 145, Title 10, U.S. Code and Section 487, Title 40, U.S. Code. Maintenance of the Federal Supply Classification System is divided into two categories: revision to the FSC structure and revisions to the FSC index.

a. Proposals for Revision to the FSC Structure.

(1) Revisions to the FSC structure are those, changes which constitute a significant revision to any of the present groups or classes, such as:

(a) The establishment of a new group or class.

(b) The deletion of an existing group or class.

(c) A revision to the delimitations of an existing group or class which results in a broader or narrower scope.

(d) A revision in a principle or rule for classification.

(2) Submission of Proposals. When applicable, proposals should include corresponding DD Form 180s showing modification to existing item names, and/or any new names which will be developed as a result of the changes.

(a) Submitters.

(1.) Participating Military Service activities and Defense Supply Centers submit proposals to the appropriate Headquarters Catalog Office.

(2.) Participating Civil Agencies other than the Veterans Administration submit proposals to the Federal Supply Service, General Services Administration (GSA).

(3.) The Veterans Administration submits proposals directly to the Directorate of Logistics ***information*** Management, Defense Logistics Services Center (DLSC-*S*).

(4) All other activities submit proposals directly to the Directorate of Logistics ***Information*** Management, ***DLSC-S.***

(b) Headquarters Catalog Office/Federal Supply Service, GSA:

(1.) Reviews proposals submitted by Military Service activities or Defense Supply Centers/Civil Agencies, conducts internal coordination, and develops unified proposals.

(2.) Submits unified proposals to the Directorate of Logistics ***Information*** Management, ***DLSC-S.***

(3) Processing of Proposals.

(a) Responsibilities of the Directorate of Logistics ***Information*** Management, ***DLSC-S.***

(1.) Performs non-technical review of the proposals and forwards. by certified mail. with comments as necessary to the following Headquarters Catalog Offices (whichever did not submit the proposal) for concurrence and/or comments:

Army
Navy
Air Force
Marine Corps
Defense Logistics Agency
General Services Administration
Veterans Administration

(2.) Coordinates with the following agencies when proposals affect their area of interest:

Defense Nuclear Agency
National Security Agency

Federal Aviation Agency
National Weather Service

(3.) Forwards proposals to NATO for simultaneous coordination with U.S. activities. NATO will have 60 days to reply.

(4.) Reviews comments on the proposals received from the Headquarters Catalog Offices and/or the Federal Supply Service and NATO. A written reply must be received from the HCOs and/or the Federal Supply Service. If a counterproposal is received, the coordination process will start over with a copy going to the submitting activity.

(5.) When a nonconcurrence is received:

(a.) Contacts by telephone the originating U.S. activity with the name and telephone number of the nonconcurring activity.

(b.) Allows 5 workdays for resolution of differences.

(c.) Resolves disagreements and negotiates coordinated proposals.

(6.) Submits proposals to ***Hq DLA (MMSLP/LI)*** for resolution, if Directorate of Logistics ***Information*** Management, ***DLSC-S*** is unable to obtain resolution.

(7.) Rejects or revises proposals as necessary to obtain concurrence, as a result of recommendations made by ***Hq DLA-(MMSLP/LI)*** resolution efforts.

(8.) Notifies Headquarters Catalog Offices, DLA, Veteran Administration, the Federal Supply Service, GSA, and NATO of approved new FSCs or revisions.

(9.) Incorporates the approved new FSCs or revisions into the Cataloging Handbooks H2 and H6.

(10.) Notifies managing activities responsible for revision of FLIS data base six months prior to changing the FLIS System.

(11.) Issues Letters for C/F Distribution to maintain the Federal Supply Classification in accor dance with the requirements stated in the H2-1. These letters are distributed in limited number only to users of the classification engaged in identifying and classifying items of supply in accordance with the criteria established in ***this manual. These letters promulgate the changes made after the proposed changes have been coordinated and approved. A completely revised Cataloging Handbook H2-1 (Part 1 of The Federal Supply Classification) is issued as required.***

(b) Responsibilities of the Headquarters Catalog Office:

(1.) Performs technical review of proposals forwarded by the Directorate of Logistics ***Information*** Management, ***DLSC-S,*** and contacts Military Service activities and Defense Supply Centers, as necessary.

(2.) Forwards concurrence and/or comments on proposals to the Directorate of Logistics ***Information*** Management, ***DLSC-S,*** within 45 days.

(3.) Informs Military Service activities and ***DLA Centers*** as necessary, after DLSC approval.

(c) Responsibilities of the Federal Supply Service, GSA:

(1.) Performs technical review of proposals forwarded by the Directorate of Logistics ***Information*** Management, ***DLSC-S,*** contacting Civil Agencies, as necessary.

(2.) Forwards concurrence and/or comments on proposals to the Directorate of Logistics ***Information*** Management, ***DLSC-S,*** within 45 days.

(3.) Informs Civil Agencies, as necessary, after DLSC approval.

(d) Responsibilities of the Veterans Administration:

(1.) Performs technical review of proposals forwarded by the Directorate of Logistics ***Information*** Management, ***DLSC-S.***

(2.) Forwards concurrence and/or comments on proposals to the Directorate of Logistics ***Information*** Management, ***DLSC-S*** within 45 days.

(e) Responsibilities of Headquarters DLA.

(1.) Performs technical review of proposals forwarded by the Directorate of Logistics ***Information*** Management, ***DLSC-S.***

(2.) Forwards concurrence and/or comments on proposals to the Directorate of Logistics ***Information*** Management. ***DLSC-S within*** 45 days.

(3.) Takes further appropriate action to obtain resolution. If reasonable efforts are not successful, makes final decision in the best interests of the majority of the ***S/As*** and the overall ***FLIS.***

(4.) Notifies the Directorate of Logistics ***Information*** Management, ***DLSC-S*** of the results and provides appropriate disposition instructions.

b. Proposals for Revision to the FSC Indexes.

(1) Revisions to the FSC indexes are those changes which affect the individual classification of specific items of supply. (See Volume 4, Chapter 2). These revisions are brought about by conditions such as:

(a) The addition of a new item name.

(b) A revised interpretation of an existing item name.

(c) A revision of an item name which substantially changes the concept of the item.

(d) A revision of the definition of an item name which substantially changes the concept of the item.

(e) A new design for an item of supply.

(f) A determination of the desirability of a revised classification for an item of supply, within the delimitations of the present FSC structure.

(g) Improper initial classification of an item name.

(h) Change to a condition code.

(2) Submission of Proposals. All proposals for revision to the FSC indexes (except those associated with a proposed revision to the FSC structure) are submitted to the Directorate of Logistics ***Information*** Management, ***DLSC-S.*** (See Appendix 3-4-A thru B.) The submissions will contain the following information:

(a) Specific revision, reclassification, and/or addition requested.

(b) Justification for the action proposed.

(c) National Stock Numbers, if available, for items for which the proposed action is sought.

(3) Processing of Proposals.

(a) Directorate of Logistics ***Information***

Management, DLSC-*S*, reviews proposals within five working days and:

(1.) Accepts those which are adequately justified as to the need and desirability for the proposed actions.

(2.) Returns those which require a structure change to the FSC or are incompatible with the ***Federal Supply Classification*** system as established.

(3.) Collaborates change of an *AIN* from one FSC to another with interested activities as shown by the Major Organizational Entity (MOE) Rules on NSNs presently in the FLIS data base for this item name.

(4.) After approval and prior to implementation, ensures that necessary coordination has been accomplished between gaining and losing activities when the change includes a transfer of item management responsibility. (See Volume 13 for FSC, MOE Rules, and Management Exception Rule Notes as applicable.)

(5.) Incorporates accepted revisions, reclassifications, and/or additions in supplements to the FSC indexes.

(6.) Notifies the submitter of the approval or rejection of the proposal. Notification of rejection will include the reasons for disapproval.

(b.) Submitters may resubmit a rejected proposal in accordance with paragraph 3.4.*6*.a above, if the proposal was returned because a change to the FSC Structure was involved.

3.4.7 International Use of the Federal Supply Classification System.

a. NATO Use. In February 1956, the Air Board, Military Agency for Standardization, NATO, convened a Working Party in London which prepared and recommended the adoption of the second draft standardization agreement STANAG 3150. This agreement provided for the adoption of the United States Federal Supply Classification system as the NATO Supply Classification System, with the United States having responsibility for maintenance of the system, including right of decision on all matters pertaining thereto. This agreement was subsequently ratified by fourteen NATO members, including the United States.

b. Revision to the Classification Structure Under STANAG 3150.

(1) Revisions Proposed by the United States. Revisions to the classification structure which are proposed by the United States shall be forwarded to the NATO member nations prior to approval. A period of 60 days is provided for concurrence and/or comment by individual NATO countries. Upon completion of this coordination, the following actions shall be taken, as appropriate.

(a) The United States (DLA/DLSC) approves the revision, specifying the implementation dates, if complete or majority concurrences are received.

(b) The United States considers and incorporates, if acceptable, modifications to proposed revisions, as submitted by the NATO countries.

(c) The United States resolves any conflicts of opinion if a majority of nonconcurrences, or major proposals for modifications of proposed revisions, are submitted by the NATO countries.

NOTE: Revisions which are proposed by a NATO member nation other than the United States are decided by the United States within a 30-day period, following the 60-day period provided for NATO concurrence actions. Notice of the final disposition

of all proposed revisions to the classification system is forwarded by the United States to all NATO countries, stating, as appropriate, the reasons for nonacceptance of comments.

(2) Revisions Proposed by NATO Member Nations. Revisions to the classification structure proposed by any one of the NATO member nations, are forwarded to all signatories of STANAG 3150 by the originating country. Concurrence and/or comment is forwarded by other signatories to the originating country and to the United States within a period of 60 days. Approved revisions are implemented on the effective date specified in the notification of approval forwarded to all signatories by the United States.

CHAPTER 5
DEPARTMENT OF DEFENSE AMMUNITION CODES

3.5.1 Purpose. This chapter will describe the Department of Defense Ammunition Code (DoDAC) and the procedures for its development. The DoDAC system provides uniform, centrally assigned code numbers for generic descriptions applicable to items of supply identified under the ***FLIS*** in ***FSGs*** 13 (Ammunition and Explosives) and 14 (Guided Missiles).

3.5.2 Structure. The DoDAC is a nine-position, semi-significant number consisting of the four-position FSC number, a hyphen, and a four-position code (DoDIC) assigned to each generic description within the FSC. The last four characters may be one alpha followed by three numerics (e.g., D548) or two alphas followed by two numerics (e.g., PA38).

3.5.3 Development. DoDACs are centrally assigned by DLSC to generic descriptions submitted by using activities. Each description consists of an ***AIN,*** appropriate FSC, and the common characteristics of items in FSG 13 or 14 which are functionally interchangeable and therefore treated collectively in normal supply operations. A code number initially assigned to a generic description covering a single item will be used subsequently to cover variations or improvements that are functionally interchangeable with the original item.

3.5.4 Submittal. A request for the additions, revisions, cancellations, and reinstatements of a DoDAC must include the AIN, FIIG, FSC, generic description, and justification.

a. Additions, cancellations, and changes to DoDACs shall be submitted to the Commander, Defense Logistics Services Center, ATTN: DLSC-SC, Federal Center, Battle Creek, MI 49107-3084.

b. Requests for new DoDACs may be submitted to DLSC, DSN 932-4670, Commercial Area Code (616) 961-4670, or FTS 552-4670. DoDACs will be confirmed by DLSC.

3.5.5 Publication. DoDACs are published within the FED LOG CD Rom System which is available for monthly updates. The Cataloging Handbook H3, the microfiche publication is no longer published.

CHAPTER 6
ALPHABETIC INDEX