

Reporting Government Furnished Property: Vendor Guide

Version 4.0 July 2018

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1.0 Purpose

The purpose of this Government Furnished Property (GFP) Reporting Guide is to provide contractors with scenario-based guidance on how they can comply with GFP reporting requirements contained in DFARS 252.211-7007 (August 2012) consistent with existing capabilities in DoD enterprise systems.

This document is intended as general guidance only and should not be construed as changing or modifying any statute, regulation, DoD or DCMA policy or guidance, or any term(s) of any contract with the United States Government or any department or agency of the United States Government.

DoD enterprise applications within the Wide Area Workflow (WAWF) electronic business suite have been developed and enhanced with GFP capabilities to assist both the government and contractors with GFP visibility and reporting requirements. This guide will outline real-life scenarios and provide instructions on how contractors can utilize these systems at each step in the process.

Note that this version of the Vendor Guide describes the capabilities of Phase 1 “GFP Attachment” and Phase 2 “Property Transfer” of the GFP Module application within the WAWF suite. The Guide will be updated as subsequent phases of the GFP Module are deployed.

Also note that the system names used in the document reflect the renaming that occurred in August 2018. The “Current Name” will be use throughout the remainder of the document.

Table 1 - System Name Update

Description	Previous Name	Current Name
Suite of eBusiness applications	WAWF	PIEE
Invoice and DD250 submission and acceptance	iRAPT	WAWF
GFP shipment and receipt reporting	iRAPT	GFP Module

Some of the questions you’ll find answers for in this guide:

- What is GFP, and how do I know that I have it?
- What are the GFP capabilities of DoD enterprise systems and how can I apply them?
- When I am dealing with GFP, when can I expect to send and receive GFP transactions and through what systems?
- What can I expect to see in electronic GFP transactions being sent to my system(s)?
- How do I coordinate GFP testing with the DoD enterprise systems?

Questions can be submitted via the DoD Procurement Toolbox (www.dodprocurementtoolbox.com) “Contact Us” capability.

1.1 Contractual Requirements

When GFP is provided by the DoD to Industry, the following clauses should be in the contract:

- FAR 52.245-1
- DFARS 252.211-7007 (Reporting of Government Furnished Property)
- DFARS 252.245-7001 (Tagging, Labeling and Marking of GFP)
- DFARS 252.245-7002 (Reporting Loss of Government Property)
- DFARS 252.245-7003 (Contractor Property Management System Admin.)
- DFARS 252.245-7004 (Reporting, Reutilization, and Disposal)

Both the FAR 52.245-1 and DFARS 252.211-7007 include industry reporting requirements. Specific data elements are identified that must be reported. This document describes methods to comply with the reporting requirements.

1.2 GFP Attachment

The contract should include the Consolidated GFP Attachment. The Attachment identifies the GFP that will be provided for performance of the contract. The GFP Attachment separately identifies serially managed items from non-serially managed items. Items that are serially managed have the higher level reporting requirements defined in DFARS 252.211-7007.

The GFP Attachment is created in the GFP Module by DoD stakeholders. Industry may be asked to review and/or modify the GFP Attachment outside of the GFP Module. Upon final approval by the Contracting Officer, the GFP Attachment is automatically uploaded to the Electronic Document Access (EDA) application in PIEE. Vendors may have a view-only role to see GFP Attachments in the GFP Module. The GFP Attachments will be visible only after they have been uploaded to EDA and only for GFP Attachments where the CAGE of the contractor holder matches the CAGE of the user making the query.

The GFP Attachment formats and information can be found on the DoD Procurement Toolbox at <https://dodprocurementtoolbox.com/site-pages/gfp-attachments>.

2.0 What is GFP?

GFP is one part of government property. According to Federal Acquisition Regulation (FAR) Part 45.101, “Government property means all property owned or leased by the Government. Government property includes both government furnished property (GFP) and contractor acquired property (CAP). Government property includes material, equipment, special tooling, special test equipment, and real property. Government property does not include intellectual property and software.”

GFP is defined as “Property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. Government furnished property includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification. Government furnished property also includes contractor acquired property if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.” (Reference FAR Case 2008-011)

The DoD FAR Supplement (DFARS) clause 252.211-7007, Reporting of Government Furnished Property (Aug 2012) established the requirement for contractors to report all Government-furnished property to the IUID Registry. The sections below elaborate further on the types of GFP, and how it is traced throughout its lifecycle.

2.1 Types of GFP

GFP can include items that are to be repaired, maintained or overhauled; the parts needed to execute repairs; special tooling/test equipment; and items or materials consumed in research and development, and the production or manufacturing process. If contractors are in question as to whether the items they have in their possession are GFP, they should request clarification from their contract administrator.

GFP is either serially managed or not serially managed. The GFP Attachment identifies which GFP items are in each category. Serially managed items may be marked with an IUID Data Matrix and be assigned a Unique Item Identifier (UII). These items are tracked using the UII. Other serially managed GFP may not yet have an IUID Data Matrix. These items are tracked using serial number.

Generally, items meeting established IUID criteria are identified and marked by the owning DoD

component prior to transferring custody to a contractor. If UII assignment and marking is not possible before custody transfer, the DoD may include the UII assignment and marking as an additional contractor task while the items are in the contractor's custody.

For serially managed items, the contractor must report:

- Receipt
- Shipment/Return
- Consumption/Expenditure
- Disposal
- Transfer to another contract

Non-serially managed GFP items are tracked by the Product Identifiers documented on the GFP Attachment. The GFP Product Identifiers are:

- National Stock Number
- The combination of Manufacturer Commercial and Government Entity (CAGE) Code and Part Number
- Model Number.

2.2 GFP Traceability

Tracking GFP stewardship requires electronic and coordinated communications between the DoD component that owns the items and the contractor that is receiving or relinquishing custody of the items. The GFP traceability lifecycle is illustrated in Figure 1. The tools and processes that provide visibility of GFP as it moves from DoD custody to Contractor custody and is potentially returned to DoD custody are described in the following paragraphs.

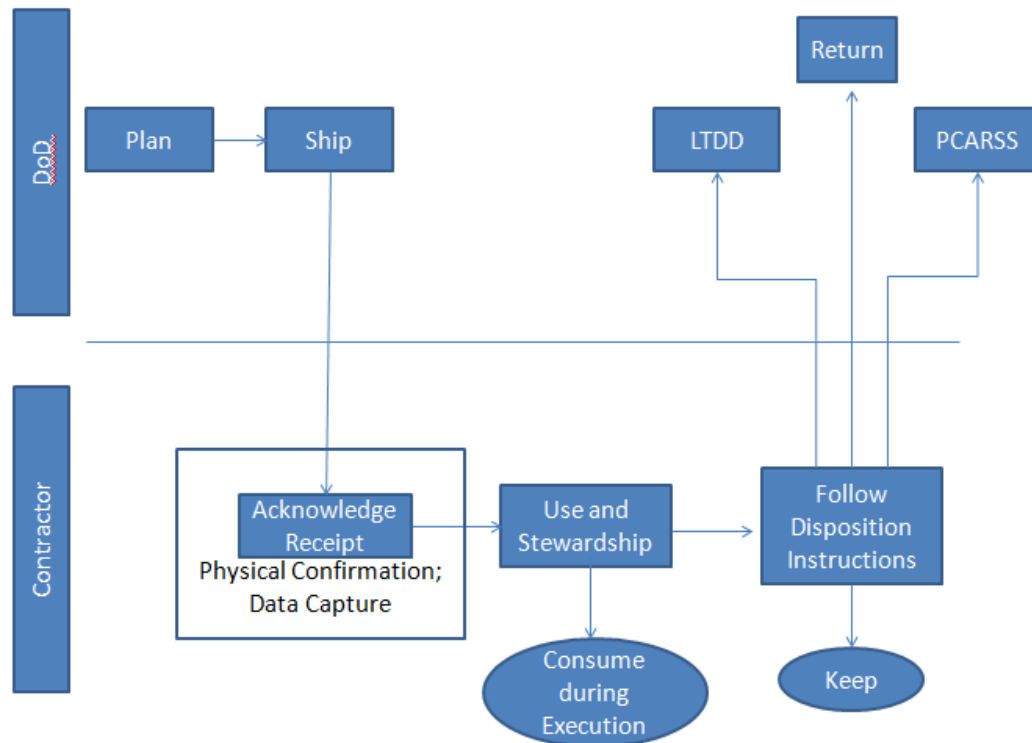


Figure 1 - GFP Traceability Lifecycle

3.0 DoD Enterprise Systems

The historic GFP environment consisted of disparate systems and capabilities in a variety of information systems where the aspects of the GFP lifecycle lacked integration. Beginning in April 2018 and continuing over the next several years, all aspects of the GFP lifecycle will be migrated into the GFP Module which will enhance GFP data quality and visibility while reducing data entry burden.

The initial phase of the GFP Module delivered a consolidated GFP Attachment creation capability. Because the creation of the GFP Attachment is an inherently governmental function, contractor interaction with the GFP Attachment capability in the GFP Module is limited to view-only of approved GFP Attachments which have been uploaded to EDA and where the CAGE of the contract equals the CAGE of the requesting user.

Property transfer shipment and receipt reporting capability was migrated from WAWF (at the time iRAPT) to the GFP Module in July 2018. Reporting of receipt for all GFP, and reporting of

shipment, and transfer to other contracts of serially managed GFP as required by DFARS 252.211-7007 can be conducted through the GFP Module **For items that lack a registered UII derived from a physical IUID Data Matrix, the GFP Module is the only mechanism to report receipt, shipment, or transfer.**

The following systems offer related capabilities to support contractor reporting of GFP. Each system provides unique functionality that contractors can utilize in order to comply with GFP policy.

3.1 GFP Module

The GFP Module is a PIEE application that supports GFP reporting and visibility.

GFP Reporting Event	Today	Future
Receipt	GFP Module	
Return/shipment	GFP Module	
Consume/Expend	PCARSS	GFP Module Spring 2019
Disposal	PCARSS	GFP Module Spring 2019
Transfer	GFP Module	

The GFP Module supports contractor GFP processing in the following ways:

- Provides an inbound notification capability for arriving government property
 - Sends due-in transaction (in the form of an 856 X12) through the GEX
 - Sends email notices when a shipment notice is created by DoD or another contractor
- Allows users to report receipt of all GFP (Serially managed with registered UII, serially managed without UII, non-serially managed)
 - GFP property receipt transactions can be created on the web or electronically via an X.12 856 or flat file format
- Enables contractors create a GFP property transfer shipment when returning GFP to the government, shipping to another contractor at the direction of the government, or transferring the GFP to a follow on contract within the same CAGE code.
 - GFP property shipment transactions can be created on the web or electronically via an X.12 856 or flat file format
- Transmits GFP custody data to Accountable Property Systems of Record if the receiving system is properly configured in the GFP Module

- Updates the IUID Registry custody record of items with a registered UII

Additional information and tutorials regarding GFP property transfers via the GFP Module can be found at www.wawftraining.eb.mil and at <https://dodprocurementtoolbox.com/site-pages/gfp-training>.

3.1.1 Roles in the GFP Module

A contractor reporting receipt or shipment of GFP must establish the GFP Module roles of **Contractor Property Receiver and/or Contractor Property Shipper**, respectively. These roles allow contractors to receive property transfer notifications, acknowledge receipt of the GFP, and send GFP property transfers. Directions on how to sign up as a Contractor Property Receiver or Contractor Property Shipper are located on the DoD Procurement Toolbox.

The roles of Contractor Property Shipper and Contractor Property Receiver also give the contractor view only access to any fully approved (match found in EDA) GFP Attachment where the CAGE code of the prime on the contract matches the CAGE code of the requestor.

3.2 Global EXchange Service (GEX)

Global EXchange Service (GEX) provides data broker and mediation services among government agencies, commercial industry, and government systems.

GEX provides the following capabilities in support of GFP processing:

- Allows for electronic submission transactions to and from the GFP Module and WAWF (formerly iRAPT).
 - Receives electronic property transfer messages (X12 format) from contractors, then transforms and transmits them to the GFP Module
 - Receives Reprable Receiving Report (X.12 format) from contractors, then transforms and transmits them WAWF (formerly iRAPT)
 - Electronic transactions transmitted to GFP Module or WAWF supporting GFP include 856_GFP and 856_RRR
- Provides method for updating the IUID Registry with the custody of UII'd items via an XML or UDF for items that have a registered UII. This capability will be migrated to the GFP Module in the future.

Additional instructions for setting up a connection to GEX are located in Appendix B.

3.3 Item Unique Identification (IUID) Registry

The IUID Registry is the central repository for IUID information and serves as a method to identify what an item is, how and when it was acquired, the initial value of the item, current custody, and how it is marked. The IUID Registry is the authoritative source of Government unit acquisition cost for items with unique identification.

From the perspective of GFP, the role of the IUID Registry is limited to capturing the custody (DoD or a specific CAGE/contract number) of items with a registered UII.

Although the capability to concurrently register a UII and report custody of a GFP item remains in the IUID Registry, this capability will be migrated to the GFP Module in the future.

3.4 WAWF (Formerly Invoice, Receipt, Acceptance, and Property Transfer (iRAPT))

Prior to July 2018, WAWF (formerly called invoice, Receipt, Acceptance, and Property Transfer) was the application through which GFP property transfer was reported. After deployment of the GFP Module, WAWF continues to play a role in GFP by:

- Enabling the return of repair items (which are GFP) via the Repairable Receiving Report
 - A property shipment notice will automatically be generated and provided to the receiver location
- Enabling the identification of GFP with registered UII embedded in a new procurement deliverable item
- Creating the property shipment notice to a receiving contractor when a new delivery indicates that the items will be physically shipped to a contractor location

4.0 GFP Scenarios

The following sections outline scenarios in which the contractor will need to report GFP property transfer. These scenarios cover the majority of GFP reporting situations, but are not intended to be completely all-inclusive of scenarios involving GFP.

Scenarios present options for reporting GFP utilizing different methods. The GFP Module provides unique capabilities to update additional systems with GFP data. As discussed in section 3.1.1, contractors must have the roles of Contractor Property Receiver and/or Contractor

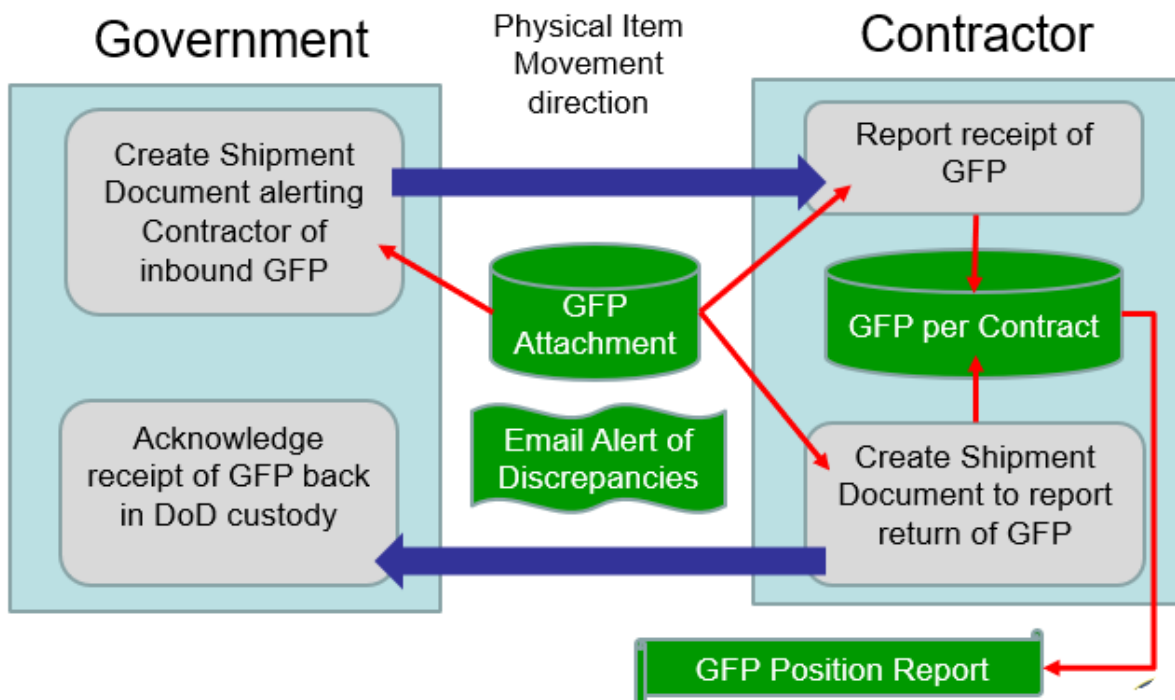
Property Shipper in order to receive or send GFP transactions through the GFP Module.

GFP items that do not have a registered UII can be receipted ONLY through the GFP Module. Although items with a registered UII and items being initially registered as UII in the contractor’s custody can be reported directly to the IUID Registry, this capability will be migrated to the GFP Module. The receipt of UII’d GFP direct to the IUID Registry results in a custody update to the UII record.

Any contract that has GFP associated with it should have a GFP Attachment. The following scenarios assume that there is a GFP Attachment associated with the contract/order number. If there is not a GFP Attachment, then the contractor will receive warnings stating that when he receives or ships GFP via the GFP Module. If a contract has GFP, but not a GFP Attachment authorizing the contractor to have specific GFP, the contractor should alert the contracting officer to the discrepancy.

The general flow of GFP and the reuse of data from the GFP Attachment and prior receipts is shown in Table 2. Note that the red arrows indicate the reuse of data from the GFP Attachment or from previous receipts. The data reuse is the enhancement enabled in the GFP Module that was not previously available in iRAPT.

Table 2 - GFP Process Flow



4.1 Inbound GFP - Receiving Government Property

Inbound GFP reporting occurs when any government property comes into the contractor's custody or stewardship and the contractor reports receipt of that property. GFP can be received from a government entity or another contractor. When the contractor receives this property, the receipt of these items must be reported to be compliant with DFARS 252.211-7007.

Note that when the contractor physically receiving the property is identified as the "Ship To" location on a new delivery (DD 250 or Material Inspection and Receiving Report) or the "Property Receiver" on the return of a reparable in WAWF, a property transfer shipment document will automatically be created, or "spawned". An email will alert the recipient contractor to the inbound GFP and the shipment document will be accessible in his Receipt Folder in the GFP Module. Figure 2 illustrates this flow.

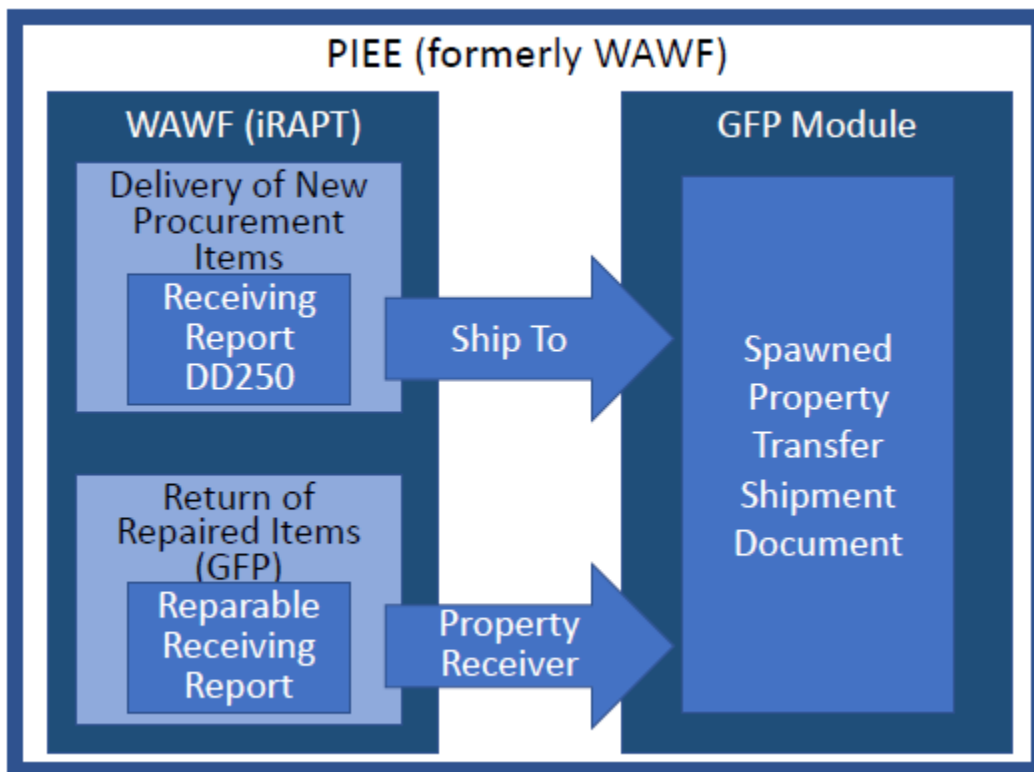


Figure 2. Spawned Property Transfer process

4.1.1 Performing receipt with prior shipment notification

A contractor must have the role of Contractor Property Receiver in the GFP Module in order to receive prior notification of incoming GFP and to report receipt of items in the GFP Module.

Contractor physically receives GFP items. When UII'd items are included in a Property Transfer shipment notification from DoD or from another contractor (from delivery of newly procured item, return of reparable, or shipment of GFP), the GFP Module will ensure that the UIIs are registered in the IUID Registry.

1. Contractor receives an email notification from the GFP Module stating that a property transfer document has been created and is awaiting reporting of receipt by the contractor. Contractor may also receive an 856_GFP Due-In notice from the GFP Module through GEX if they have signed up for the EDI extract. Instructions to receive the 856_GFP electronically are available in the Vendor Receipt of Electronic Property Shipment Transaction Guide” located at <https://dodprocurementtoolbox.com/site-pages/gfp-resources>.
2. GFP physically arrives at the contractor’s facility.
3. Contractor accesses the shipment notification from the “Receipt Folder” in the GFP Module.
 - a. Any warnings (missing GFP Attachment, Line items shipped not on GFP Attachment, quantity shipped exceeds quantity authorized on GFP Attachment, etc) created during the shipment notification will be displayed to the receiver
 - b. Receiver enters quantity received of non-serially managed items
 - c. Receiver clicks “receive” button for serially managed items where the shipper has entered the UII or SN on the shipment document
 - d. If the item is serially managed (according to the GFP Attachment or because the contract knows it will be identified as serially managed on the GFP Attachment in the future) and the item has an IUID data matrix and the derived UII is registered in the IUID Registry the contractor will enter the UII on the “UID/Serial No” tab. If the item is serially managed, but there is no IUID Data Matrix or the characters derived from the data matrix are not registered, the contractor will enter the Serial Number
 - i. The UII or serial number must be entered when the item being received is on the serially managed items section of the GFP Attachment

- ii. The UII or serial number should be entered for serially managed items not listed on the GFP Attachment
- a. Contractor can report receipt of the GFP using the GFP Module in one of the following ways.
 - i. Property Receipt on the Web
 - ii. Flat file GFP Receipt FTP direct to GFP Module
 - iii. EDI 856_GFP Receipt via GEX

4.1.2 Performing receipt for GFP with no prior GFP Module shipment notification

Sometimes GFP arrives at a contractor's facility without a shipment notification document from the GFP Module. When a contractor receives the GFP, they must report receipt of the items to be compliant with DFARS 252.211-7007.

When a contractor receives GFP, if there is an IUID data matrix on the item, they must check the IUID Registry to determine if the UII derived from the IUID data matrix is registered. NonUII items do not need to be registered in order to use the GFP Module to perform receipt. UII'd items must be registered in order to receipt using the UII in the GFP Module.

If UII'd items have been registered, one of the following can be done to report the receipt of GFP:

1. Contractor receipts for items using the GFP Module - Requires Contractor Property Receiver Role be established in GFP Module. Each item type must be separate line items on the GFP Receipt. The contractor will be able to select items from the GFP Attachment if one is available. Items selected from the serially managed items section of the GFP Attachment or for which the contractor has entered a product identifier that matches an item on the serially managed items section of the GFP Attachment will require a UII or a Serial Number be entered.
 - a. Property Receipt on the Web
 - b. Flat file GFP Receipt FTP direct to GFP Module
 - c. EDI 856_GFP Receipt via GEX
2. Contractor submits IUID XML or IUID Flat File to the IUID Registry via GEX - Requires GEX access and configuration to be in place
 - a. This method is ONLY for item that have a UII
 - b. For each UII'd item, a custody record update must be included

Items that appear to have a UID mark but which are not registered must be reported as GFP without the UII via the GFP Module. If the item is serially managed, the serial number must be reported in the GFP Module. If directed by the Contracting Officer, the contractor can subsequently add a UII data matrix and register the GFP item in the DoD IUID Registry web interface. Note that the item receipted as serially managed without the UII must be “returned” to DoD to remove it from the contractor’s custody.

4.2 Outbound GFP - Transferring Government Property

Outbound GFP reporting occurs when the contractor is transferring custody of government property elsewhere or out of the possession of a specific contract. GFP can be sent back to the government, to another contractor, or onto another contract within the custodial contractor’s CAGE code. Anytime a contractor is transferring custody of GFP items, this change must be reported.

Note: if the items are transferred to a subcontractor or other facility under the contractor’s control, there is no update required because the contractual custodial responsibility for the GFP does not change.

Note: transfer of custody to another contract must be authorized by a contract action. Updating custody in the GFP Module should reflect authorized contract actions.

When reporting the GFP transfer through the GFP Module, the contractor must have the role of Contractor Property Shipper.

The GFP transfer should be reported either through a Property Transfer shipment document or a Repairable Receiving Report (RRR) document. Property Transfers are used when no payment will be made to the contractor and the GFP is transferring custody. RRRs are used when a payment will be made to the contractor for a repair service that was performed on the GFP item. RRR’s must be accepted by the government entity that is paying for the repair service. In order to create an RRR, the contractor must be signed up in WAWF with a Vendor Role.

Non-UII’d GFP can only be transferred back to DoD via the GFP Module. GFP with a registered UII can be transferred either via the GFP Module or by a direct update of the UII’d item’s custody record in the IUID Registry. Note that the preference is to report the change via the GFP Module to reuse data that exists in the GFP Module.

4.2.1 Transferring custody of GFP with registered UII – no payment will be made

If a contractor is shipping GFP with a registered UII one of the methods below can be used:

1. Contractor creates GFP Property Transfer shipment document in the GFP Module
 - a. Property Transfer on the Web, or

- b. Flat file Property Transfer FTP direct to GFP Module, or
 - c. EDI 856_GFP Property Transfer via GEX
2. Contractor updates IUID Registry with updated custody and IUID configuration
 - a. Submits on the web directly to the Registry, or
 - b. IUID XML or IUID Flat File to the IUID Registry via GEX - Requires GEX access and configuration to be in place

Contractor is shipping GFP that has a registered UII that requires, in addition to the custody update, an item update to the Mark record.

If the UII'd items require an update in the IUID Registry, contractors must report the transfer using **both** steps below:

1. Contractor submits a UII item update to the IUID Registry
 - a. Submits on the web directly to the Registry, or
 - b. IUID XML or IUID Flat File to the IUID Registry via GEX - Requires GEX access and configuration to be in place
2. Contractor creates GFP Property Transfer in GFP Module
 - a. Property Transfer on the Web, or
 - b. FTP Property Transfer direct to GFP Module, or
 - c. EDI 856_GFP Property Transfer via GEX

4.2.2 Transferring custody of nonUII GFP, or combination of nonUII and UII'd GFP – no payment will be made

Contractor is moving nonUII GFP and possibly UII'd GFP. Do not report non serially managed GFP that is consumed in the production a deliverable item or repair of a GFP repairable.

If a contractor is shipping non-serially managed or serially managed GFP without a UII (nonUII GFP), or a combination of registered UII and nonUII GFP:

1. Contractor creates GFP Property Transfer in the GFP Module. On the web, the contractor has three methods to identify GFP being shipped:
 - a. Select items from previous receipts
 - b. Select items from the GFP Attachment associated with the losing contract
 - c. Enter items via the item data entry screen

2. In addition to web entry, the contractor can submit GFP shipments by:
 - a. Flat file Property Transfer FTP direct to GFP Module or
 - b. EDI 856_GFP Property Transfer via GEX
3. Note that regardless of the transmission method, the system will present warnings either to the web user or in the EDI response email and file. The warnings will indicate if a shipped item is not on the contractor's "Accountable Property list" (items previously receipted against this contract), if the items were not found on the GFP Attachment, etc. The warnings presented to the shipper will also be presented to the property receiver.

4.2.3 Transferring custody of serially managed, nonUII'd embedded GFP items

Contractor has embedded serially managed, nonUII'd GFP into a deliverable end item. The end item can be either new procurement delivery or a repaired GFP item. In both scenarios, after delivery (via receiving report in WAWF) or custody transfer of the end item (via RRR in GFP Module), the contractor must return custody of the embedded serially managed, nonUII'd GFP item. This action will remove the item from the contractor's custody.

1. Contractor creates GFP Property Transfer in GFP Module. Includes serially managed, nonUII items and includes serial numbers in UID/Serial No tab.
 - a. Property Transfer on the Web, or
 - b. FTP Property Transfer direct to GFP Module, or
 - c. EDI 856_GFP Property Transfer via GEX

4.2.4 Returning Repaired Items to the government – payment will be made

If a contractor is shipping UII'd and/or nonUII repaired items back to the government:

1. Contractor creates Reparable Receiving Report (RRR) in WAWF.
 - a. RRR on the Web, or
 - b. Flat file RRR direct FTP to WAWF, or
 - c. EDI 856_RRR via GEX

Users manually creating RRRs on the WAWF web will be able to select items for return from previously receipted items and from the GFP Attachment. Items may also be entered into the item data entry screen. Items entered directly or via electronic file will be compared to previously receipted items and the GFP Attachment. Any discrepancies found (item name, unit of measure, etc) will generate warnings to the user and will be returned in electronic file. The

warnings will also be presented to the receiver.

After inspection/acceptance of the repair service, a property transfer shipment document will be automatically generated by the system and will be posted to the “receipt folder” of the organization (DoD or Contractor) identified in the “Property Receiver” field of the RRR.

Contractor is exchanging UII’d broken items for UII’d working items through an item “pool”. Exchanging an item due to repair requires a lifecycle event update to the IUID Registry.

If a contractor is shipping an exchanged or replaced item back to the government, they must report the transfer using **both** steps below:

1. Contractor submits a UII item update with an “Exchanged – Repair” lifecycle event to the IUID Registry for the exchanged item.
 - a. Submits on the web directly to the Registry, or
 - b. IUID XML or IUID Flat File to the IUID Registry via GEX - Requires GEX access and configuration to be in place

AND

If the item replacing the broken item is “ready for issue,” perform the following:

1. Contractor creates GFP Property Transfer in the GFP Module through one of the following methods:
 - a. Property Transfer on the Web
 - b. Flat file Property Transfer FTP direct to GFP Module
 - c. EDI 856_GFP Property Transfer via GEX

OR

If the item replacing the broken item is new, perform the following:

1. Contractor creates Reparable Receiving Report in WAWF through one of the following methods:
 - a. RRR on the Web, or
 - b. FTP RRR direct to WAWF, or
 - c. EDI 856_RRR via GEX

4.3 End of Item Life

When an item has reached the end of its life and should be removed from DoD Inventory, it must

be reported to the Registry using a lifecycle event. There are 22 total “Lifecycle Events in three categories.”

Disbursement

- Donated
- Leased
- Loaned
- Sold – Foreign Government
- Sold – Historic
- Sold – Non Government
- Sold – Other Federal Government
- Sold – State/Local Government

Disposal

- Consumed
- Destroyed – Accident
- Destroyed – Combat
- Expended – Experimental/Target
- Expended – Normal Use
- Lost
- Stolen

General Release/Reintroduce

- Abandoned
- Exchanged – Repair
- Exchanged – Sold
- Exchanged – Warranty
- Reintroduced
- Retired
- Scrapped

Disbursement includes exchanges and selling of the item to another entity. Disposal includes the destruction or permanent dissolution of items. The last category includes retirement or declaring excess as well as re-introduction.

Not all of these events should be reported directly to the IUID Registry by the contractor. The following sections describe when and how these events should be reported.

Note that Life Cycle updates are automatically transmitted from the Plant Clearance Automated Reutilization Screening System (PCARSS) and the Property Loss Tool (PLT) update the IUID Registry. Before a contractor updates the IUID Registry for disposed items, ensure that the update has not already been made systemically.

Note that the GFP Module Phase 3 Plant Clearance and Property Loss is expected to subsume PCARSS and PLT functionality. At that time, all contractor dispositions will be executed in the GFP Module. The GFP Module will update the IUID Registry to indicate when IUID'd items have left government inventory.

4.3.1 Loss of Government Contract Property

Loss of Government Contract Property or “property loss” means unintended, unforeseen, or accidental loss, damage, or destruction of Government property that reduces the Government’s expected economic benefits of the property. Loss of Government property does not include purposeful destructive testing, obsolescence, normal wear and tear, or manufacturing defects. Loss of Government property includes, but is not limited to—

- (1) Items that cannot be found after a reasonable search;
- (2) Theft;
- (3) Damage resulting in unexpected harm to property requiring repair to restore the item to usable condition; or
- (4) Destruction resulting from incidents that render the item useless for its intended purpose or beyond economical repair.

The DFARS clause 252.245-7002 requires DoD contractors to use the Defense Contract Management Agency (DCMA) eTools software application for reporting loss of Government property. Reporting value shall be at unit acquisition cost. The Property Loss eTool (PLT) can be accessed from the DCMA home page External Web Access Management application at

<http://www.dcms.mil/aboutetools.cfm>.

The PLT transmits the following lifecycle events to the IUID Registry when UII'd items are identified as out of inventory:

- Abandoned
- Sold – Non Government
- Scrapped

PLT can be used for both UII and nonUII items.

4.3.2 Excess Government Property

Items that remain at a contractor's facility after the contract has expired must be reported to the Plant Clearance Automated Reutilization Screening System (PCARSS). This system automates the process for reporting, screening, requisitioning, and dispositioning government property located at contractor facilities.

Contractors can: create, modify, and submit inventory schedules; conduct sales; input shipping and disposition information. Additional information on PCARSS can be found at:

<http://www.dcms.mil/itcso/cbt/PCARSS/index.cfm>.

Currently, the following lifecycle events are transmitted to the IUID Registry when UII'd items are identified as out of inventory:

- Abandoned
- Donated
- Scrapped
- Sold – Non Government
- Retired

PCARSS can be used for both UII and nonUII items.

4.3.3 All Other Lifecycle Events

For all other lifecycle events, the contractor must update the Registry directly. These include:

- Leased
- Loaned

- Sold – Foreign Government
- Sold – Historic
- Sold – Other Federal Government
- Sold – State/Local Government
- Consumed
- Destroyed – Accident
- Destroyed – Combat
- Expended – Experimental/Target
- Expended – Normal Use
- Lost
- Stolen
- Exchanged – Repair
- Exchanged – Sold
- Exchanged – Warranty
- Reintroduced

If a contractor is reporting a lifecycle event about UII'd government property after dispositioning direction from the contracting officer:

1. Contractor submits a UII item update with a lifecycle event to the IUID Registry for the item
 - a. Submits on the web directly to the Registry, or
 - b. IUID XML or IUID Flat File to the IUID Registry via GEX - Requires GEX access and configuration to be in place

5.0 Testing Electronic GFP Update Transactions

When vendors have developed internal information system processing and are ready to test transmission of electronic receipt and transmission of property transfer messages, or transmission of repairable receiving report messages they will follow the steps below.

For a complete description of the process to migrate tested PIEE messages and processes to

production, please reference the “FTP Guide – Main Document” or the “EDI Guide – Main Document” located on the homepage of the PIEE test web site (<https://wawf-gt.nit.disa.mil/>).

5.1 Transactional GFP messages

Electronic notification of receipt and return of GFP to DoD can be accomplished using electronic files as described in the scenarios in section 4. The data can be transmitted in one of two ways as described below.

5.1.1 Direct to GFP Module

Submission of Receipt Notification when GFP is received or Property Transfer Notification when GFP is shipped can be submitted directly to the GFP Module. This approach transmits a User Defined Format (UDF) file structure. The file is transmitted via File Transfer Protocol (FTP) to WAWF. To execute testing using this submission method, send an email with the Subject “GFP Test Readiness via WAWF” to DPAP_PDI@osd.mil. Include your contact information and a test representative will contact you to set up the testing.

5.1.2 GFP Registry Via GEX

Submission of Receipt Notification when GFP is received or Property Transfer Notification when GFP is shipped can be submitted to the GFP Registry via GEX using ANSI X.12 formatted messages and a range of communications protocols. Additionally, electronic messages received from the GFP Registry, including Property Transfer notice of inbound GFP, can ONLY be received via GEX (there is no direct FROM WAWF option).

To test inbound or outbound electronic files, send an email with the Subject “GFP Test Readiness via GEX” to DPAP_PDI@osd.mil. Include your contact information and a test representative will contact you to set up the testing.

5.2 GFP Registry Web Entry

Access to the GFP Registry will be needed to validate that electronic transactions have processed into the GFP Registry as expected. GFP Registry property roles are needed to fully validate all electronic GFP reporting transactions:

- Contractor Access: after submission of electronic Property Shipment Notifications (GFP returned to DoD) to validate that the data appears as expected in WAWF
- Government Access (simulated by contractor):
 - Enter documents to simulate the creation of electronic Property Shipment

Notification files (GFP sent to the vendor by DoD)

- View the documents that result from electronic Property Shipment transactions to ensure that the data is presented to the Government Property Receiver as expected

If testers have existing PIII User accounts, the role of Contractor Property Receiver and Shipper in the GFP Registry will need to be added to validate electronic data entry.

If testers do not have existing test PIII user accounts, the message sent indicating test readiness (per paragraph 1.2) should include the testing CAGE/DUNS/DoDAAC and whether a new Test GFP Registry account is needed.

A Government Property Shipper role will be established to enable the tester to enter test property shipment data that will simulate electronic transactions consumed by the testing vendor. The role of Government Property Receiver will also be established to allow the vendor to validate that the electronic messages transmitted to the GFP Module for Return of GFP are displayed to the Government Receiver as expected.

6.0 Future Capabilities

As GFP reporting evolves, new capabilities will be added to DoD Enterprise Systems. The following are planned future enhancements.

6.1 GFP Module

The GFP Module development road map includes future enhancements:

- Phase 3 – subsume PCARSS and PLT functionality. Allow selection of inventory schedule from previously receipted items or GFP Attachment. Automatically remove from contractor custody items as they are dispositioned
- Phase 4 – Item update. This phase will extend the GFP Module to allow updates that happen to a GFP item while it is in contractor custody, generally during repair. Events like inducted, awaiting parts, and ready for issue will be added. Both manual and electronic interfaces will be provided
- Phase 5 – Full integration with Accountable Property Systems of Record (APSRs) and DLA Supply System transactions will enable other systems to be kept apprised of GFP position on a real time basis.

6.2 IUID Registry

With the release of PIEE version 5.12 which moves the Property Transfer capability from WAWF (iRAPT at the time) to the GFP Module, nonUII items are no longer transmitted to the IUID Registry. Any update to nonUII items will be made in the GFP Module in the future. These enhance include:

- Adding UII to a nonUII single item – The GFP Module will allow users to add a UII to a single item of non-UII GFP on the web. A serial number will be added to the item as well if a serial number does not exist
- Adding a lifecycle event on the web – The GFP Module will allow users to add lifecycle events to nonUII GFP on the web. A few lifecycle events will also be transmitted to the Registry from PCARSS and the DCMA Property Loss eTool
- Concurrent IUID item registration and custody reporting – the GFP Module will permit items whose UII is not already registered to register UII of GFP items. Once the PIEE can accommodate this, the current capability will be removed from the IUID Registry.

7.0 Question Submission Process

Questions can be submitted by accessing the DoD Procurement Toolbox (www.dodprocurementtoolbox.com) “Contact Us” feature. Identify the question as pertaining to the GFP topic area.

8.0 Revision History

Date	Version	Revision Summary
Oct 2013	2	Deleted IUID Registry Baseline concept. Referenced the 856_GFP guide.
June 2014	3	Updated to include GFP Attachment description and remove future text for Dec 2013 Registry release
July 2018	4	Updated to reflect the implementation of the GFP Module Phase 2

Appendix A. Glossary

Term	Definition
856 X12	Advanced Shipment Notice transaction format. Format is used to submit Property Transfer, Property Receipt, and RRR files to WAWF
API	Application Program Interface. Provides a method for IUID Registry users to query the Registry through an electronic interface.
CAP	Contractor Acquired Property. Only applies to GFP if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.
CDRL	Contract Data Requirements List. A list of authorized data requirements for a specific procurement that forms a part of a contract. The CDRL can be used to report multiple levels of embedded UII'd GFP items
Custody Record	As an item moves from one custodian to another, that movement is tracked through a custody record in the IUID Registry
DCMA	Defense Contract Management Agency
DFARS	Defense Federal Acquisition Regulation Supplement.
DLMS	Defense Logistics Management System. The DLMS is a process governing logistics functional business management standards and practices rather than an automated information system. The DLMS interprets, prescribes, and implements DoD policy in the functional areas of supply, transportation, acquisition (contract administration), maintenance, and finance.
DoD	Department of Defense
EDI	Electronic Data Interchange. The transfer of structured data, by agreed message standards, from one computer system to another without human intervention.

FAR	Federal Acquisition Regulation
Flat File	A plain text file with no structural relationship between records.
FTP/SFTP	File Transfer Protocol/Secure File Transfer Protocol. Facilitates data access and data transfer through a data connection. SFTP is a secure version of FTP through a Secure Shell (SSH). FTP is one way to electronically submit data files to WAWF.
GEX	Global EXchange Service.
GFP	Government Furnished Property
IUID	Item Unique Identification. A system of distinguishing one object from another, allowing DoD to track identical items individually throughout their lifecycles
IUID Registry	The IUID Registry is the central repository for IUID information
IUID Flat File Specification	A document that provides an alternate flat file format to the IUID Registry XML Format for providing data to the IUID Registry
IUID XML Schema	A document that provides the XML format for sending data to the IUID Registry
Legacy UII Items	Items that are not currently in the IUID Registry that are in the Government's inventory and are identified by a UII
Lifecycle Event	The event that occurred which ended an item's life. The item is taken out of DoD inventory and reported to the IUID Registry
nonUII GFP	GFP that is not identified with a UII. Can be tracked using an NSN or other identifier. NonUII GFP is reported to the Registry through WAWF (by document) or directly from DoD or Contractor systems (by contract)
NSN	National Stock Number. A 13 digit numeric code identifying all standardized material items of supply.
PCARSS	Plant Clearance Automated Reutilization Screening System. Automates the process for reporting, screening, requisitioning, and

	dispositioning government property located at contractor facilities.
Property Loss eTool	DCMA software application for reporting loss of Government property.
Property Receipt (or GFP Receipt)	A document in WAWF used to report receipt of GFP items. Can be submitted without receiving a GFP shipment.
Property Transfer (or GFP Transfer)	A document in WAWF used to provide accountability and reporting of government property in the possession of contractors. Instructions for creating the Property Transfer document are located on the WAWF Web Based Training website.
RRR	Reparable Receiving Report. A document in WAWF used when a payment will be made to the contractor for a repair service that was performed on the GFP item. RRR's must be accepted by the government entity that is paying for the repair service
UDF	User Defined Format. A file format type used in transferring data from one system to another
UII	Unique Item Identifier. A set of data that is globally unique and unambiguous. This set of data elements is marked on qualifying items with a data matrix 2D barcode symbol. The data elements of the UII are encoded into the barcode. There are multiple UII constructs.
UID	Unique Identification.
WAWF	Wide Area Workflow.
X12	A data standard for EDI files developed by the Accredited Standard Committee.
XML	Extensible Markup Language. A markup language that defines a set of rules for encoding documents in a format that is both human readable and machine readable. IUID XML files are used to

submit data to the IUID Registry.

Appendix B. Reference Documents

GFP Module

Description of the GFP Module, the GFP Attachment, training materials, and reference documents can be found on the DoD Procurement Toolbox GFP section

Attachment info: <https://dodprocurementtoolbox.com/site-pages/gfp-attachments>

Property Transfer info: <https://dodprocurementtoolbox.com/site-pages/gfp-module-transition>

WAWF

The following guides can be found on homepage of the WAWF Production website:

<https://wawf.eb.mil>

- FTP Guides:
 - a. Appendix I (Reparables Receiving Report)
 - b. Appendix J (Reparables Combo)
 - c. Appendix N (Property)
- EDI Guides:
 - a. Appendix M (856_Property_4010)
 - b. Appendix O (856_RRR_4010)
 - c. Appendix R (857_ReparablesCombo_4010)
- CDRL Attachment:
 - a. Appendix L (842_Attachments_BIN Segments)

The 856_GFP Industry Guide can be found on the DoD Procurement Toolbox <http://dodprocurementtoolbox.com>.

IUID Registry

The following files can be found on the on the DoD Procurement Toolbox Website -

<http://dodprocurementtoolbox.com>

- IUID XML and Flat File Data Submission - <https://dodprocurementtoolbox.com/site->

[pages/overview-data-submission](#)

Appendix C. System Sign Up

GFP Module

Instructions for signing up as the Contractor Property Receiver and Contractor Property Shipper Roles are below

<https://dodprocurementtoolbox.com/cms/sites/default/files/resources/2018-06/Register%20for%20GFP%20Module%20Roles%20Phases%201%20and%202.docx>

WAWF

WAWF Web Based Training (WBT) offers instructions for all WAWF users:

<https://wawf.eb.mil/>

Finding the WBT:

<https://dodprocurementtoolbox.com/cms/sites/default/files/resources/2016-04/iRAPT%20Web%20Based%20Training%20access.pdf>

GEX

Below documents and instructions can be found on the DoD Procurement Toolbox Website -

Establishing a GEX Connection with DLA Transaction Services -

<https://dodprocurementtoolbox.com/site-pages/global-exchange-gex>

DLA Transaction Services (GEX) Connection Agreement -

<https://dodprocurementtoolbox.com/site-pages/global-exchange-gex>