ITEM UNIQUE IDENTIFICATION (IUID) SYSTEM

Software User Manual (SUM)

Version 5.1.5

April 26, 2013

Prepared by:

Northrop Grumman Information Systems
74 N. Washington Avenue
Battle Creek, MI 49037

Prepared for:

DLA Logistics Information Services
74 N. Washington Avenue
Battle Creek, MI 49037

Unclassified

Version History

Version	Primary Author(s)	Description of Version	Date Completed
5.1.5	Northrop Grumman Information Systems	Removed Public Search IUID	4/26/2013
5.1.3	Northrop Grumman Information Systems	Removed BPNSE and CCR. Edited email contact information. Updated links and screenshots with bpn.gov to dla.mil.	9/28/2012
5.1	Northrop Grumman Information Systems	New Release	2/27/2012
5.0	Northrop Grumman Information Systems	Established the non-UII GFP tables, non-UII GFP feed, and the 5.0.2 schema to enter non-UII GFP. No change to document	1/2/2012
4.3.1	Northrop Grumman Information Systems	Added Disposal activities text to Life Cycle Event section.	10/20/2011
4.3	Northrop Grumman Information Systems	New Release	4/25/2011
4.2.1	Northrop Grumman Information Systems	Minor Edits	8/13/2010
4.2	Northrop Grumman Information Systems	New Release	6/28/2010
4.1	Northrop Grumman Information Systems	Update Index	12/29/2009
4.1	Northrop Grumman Information Systems	New Release	9/28/2009
4.0	Northrop Grumman Information Systems	Added Part Number Rollover functionality Added Acquisition Contract Number Type field Query selection change—end items or end items and embedded items. Added new Warranty API Added S/A/C Mark to Mark Query options. Type Designation Mark Value and Vessel Class Mark Value made upper case	1/28/2009
3.4.2.1	Northrop Grumman Information Technology	CO#: 0094-08-- change customer service help desk phone number and email address Replaced Figures 5-35 and 5-36	6/10/2008

Version	Primary Author(s)	Description of Version	Date Completed
		Added text to Section 5.3.3 Added text to Section 5.3.3.2 Added PIPC to Acronym list Added text to Warranty explanation	
3.4.2	Northrop Grumman Information Technology	New Release	6/30/2008
3.4.1 revised	Northrop Grumman Information Technology	Minor edits to document—replaced Fig. 5-6, removed hyphens from DUNS text.	1/11/2008
3.4.1	Northrop Grumman Information Technology	Update for new contract requirements.	11/9/2007
3.4	Northrop Grumman Information Technology	New Release	6/22/2007

Table of Contents

Page

1. SCOPE 1
1.1 Identification 1
1.2 System Overview 1
1.2.1 Background 1
1.2.2 What is the IUID Registry system? 1
1.2.3 Who Are IUID Users? 2
1.2.4 IUID Application Benefits 2
1.3 Document Overview 2
2. REFERENCED DOCUMENTS 3
3. SOFTWARE SUMMARY 3
3.1 Software Application 3
3.2 Minimum Access Requirements 3
3.3 Software Organization and Overview of Operation 3
3.4 Contingencies and Alternate States and Modes of Operation 3
3.5 Security and Privacy Considerations 4
3.6 Assistance and Problem Reporting 4
4. ACCESS TO IUID 4
4.1 First-Time Users 4
4.1.1 Equipment Familiarization 4
4.1.2 Access Control 5
4.2 Initiating a Session 5
4.3 Stopping and Suspending Work 6
5. PROCESSING REFERENCE GUIDE 7
5.1 Capabilities 7
5.2 Conventions 7
5.3 Processing Procedures 12
5.3.1 User Types and Log On 12
5.3.1.1 Requesting Access 13
5.3.1.2 Returning User Log On 16
5.3.2 IUID Menu—Contractor 19
5.3.2.1 Add IUID 21
5.3.2.2 Update IUID 47
5.3.2.3 Correct IUID 62

5.3.2.4 Update Non-UII GFP 70
5.3.2.5 Queries 72
5.3.3 Legacy User 103
5.3.3.1 Add IUID—Legacy 103
5.3.3.2 Reports 108
5.3.4 DCMA User 114
5.3.4.1 Queries 114
5.3.4.2 Reports 114
5.3.5 Inquiry User 115
5.3.5.1 Queries 115
5.3.5.2 Reports 115
5.3.6 Application Program Interface (API) 116
5.4 Related Processing 117
5.5 User Data Backup 117
5.6 Recovery from Errors, Malfunctions, and Emergencies 117
5.7 Error Messages 117
5.8 Known Issues 117
6. NOTES 117
APPENDIX A—ACRONYMS 118
APPENDIX B—DATA FIELD EXPLANATIONS 120
APPENDIX C—INDEX 136

List of Figures

Figure 4 - 1. DOD Disclaimer Page 5
Figure 4 - 2. Login Page 6
Figure 5 - 1. IUID Help Alt Text 7
Figure 5 - 2. Menu Button 8
Figure 5 - 3. IUID Metrics Page 9
Figure 5 - 4. Documents Page 9
Figure 5 - 5. IUID Tools and Resources Page 10
Figure 5 - 6. Calendar Displayed 11
Figure 5 - 7. Cancel Button Dialog Box 11
Figure 5 - 8. Information for User Type page 12
Figure 5 - 9. Item UID Registration Instructions Page 13
Figure 5 - 10. BRS Terms and Conditions Acceptance Page 14
Figure 5 - 11. BRS Registration Page 14
Figure 5 - 12. User Type Displayed 16

Figure 5 - 13. Change Password in BRS 17
Figure 5 - 14. IUID Registry Main Menu – Contractor Access....20
Figure 5 - 15. Add IUID: Record Type Menu Page 21
Figure 5 - 16. Add IUID: New Acquisition Record Page—Acquisition Contract 22
Figure 5 - 17. Add IUID: New Acquisition Record—Pedigree Page....23
Figure 5 - 18. Suggested UII Code—UID1 24
Figure 5 - 19. Suggested UII Code—UID2 24
Figure 5 - 20. Add IUID: New Acquisition Record - Marks Page 25
Figure 5 - 21. Special Tooling or Special Test Equipment....26
Figure 5 - 22. Compiled Add IUID: New Acquisition Record – Record Information 27
Figure 5 - 23. Add Marks Page....28
Figure 5 - 24. Marks Added....28
Figure 5 - 25. IUID Added Message....29
Figure 5 - 26. Organizational Source....30
Figure 5 - 27. Add IUID: Legacy Record – Acquisition Contract....30
Figure 5 - 28. Add IUID: Legacy Record – Pedigree Page 31
Figure 5 - 29. Add IUID: Legacy Record – Marks....32
Figure 5 - 30. Special Tooling or Test Equipment Page....33
Figure 5 - 31. Compiled Add IUID: Legacy Record Page 34
Figure 5 - 32. Add IUID: GFP Item Record – Acquisition Contract....35
Figure 5 - 33. Add IUID: GFP Item Record –Custody/GFP Page 36
Figure 5 - 34. Add IUID: GFP Item Record - Pedigree....37
Figure 5 - 35. Add IUID: GFP Item Record – Marks Page 38
Figure 5 - 36. Defined IUID Mark Recorded 38
Figure 5 - 37. Special Tooling or Special Test Equipment....39
Figure 5 - 38. Compiled Add IUID: GFP Item Record Page....40
Figure 5 - 39. Parent UII field displayed 42
Figure 5 - 40. Error Message 42
Figure 5 - 41. Add IUID: Embedded Item Record - Pedigree....43
Figure 5 - 42. Add IUID: Embedded Item Record – Marks Page 44
Figure 5 - 43. Compiled Add IUID: Embedded Item Record Information Page....45
Figure 5 - 44. Embedded Item Added....46
Figure 5 - 45. Update IUID: Enter UII Page....47
Figure 5 - 46. Update IUID: Record Information Page 48
Figure 5 - 47. Update IUID – Custody Page....49
Figure 5 - 48. Custody Added....50
Figure 5 - 49. Update IUID – Custody Page....50
Figure 5 - 50. IUID Updated Message....51
Figure 5 - 51. Update IUID – Marks Page....51
Figure 5 - 52. IUID Update Record Information Page—Marks 52

Figure 5 - 53. Marks Removal 52
Figure 5 - 54. IUID Update Page—Mark Removed 53
Figure 5 - 55. Update IUID – Rollover Page 53
Figure 5 - 56. Update IUID Page – Rollover Added 54
Figure 5 - 57. Update IUID – Embed Parent UII Selection Page 54
Figure 5 - 58. Embedded Update Recorded 55
Figure 5 - 59. Item Owner Entry Form 55
Figure 5 - 60. Item Owner Information Displayed 55
Figure 5 - 61. Special Tooling or Special Test Equipment Entry Form 56
Figure 5 - 62. Special Tooling or Test Equipment Displayed 56
Figure 5 - 63. Type Designation Entry Form 57
Figure 5 - 64. Update – Condition 58
Figure 5 - 65. Condition Added 58
Figure 5 - 66. Update IUID: Life Cycle Event Page 59
Figure 5 - 67. Life Cycle Event Added 60
Figure 5 - 68. Updated IUID Page 61
Figure 5 - 69. Correct IUID: Enter UII Page 62
Figure 5 - 70. Correct IUID – Record Information Page 63
Figure 5 - 71. Correct IUID Page – IUID Section 64
Figure 5 - 72. Correct IUID Page – Acquisition Contract Page 65
Figure 5 - 73. IUID Correction Page – Marks 66
Figure 5 - 74. Correct Embedded Parent Entry Form 67
Figure 5 - 75. Special Tooling or Special Test Equipment Entry Form 67
Figure 5 - 76. Correct Condition Form 68
Figure 5 - 77. IUID Corrected Message 68
Figure 5 - 78. Delete UII Record 69
Figure 5 - 79. Update Non-UII GFP – Search Screen 70
Figure 5 - 80. Search Results 70
Figure 5 - 81. Record Selected 71
Figure 5 - 82. Edit Non-UII GFP Screen 71
Figure 5 - 83. Condition Code Added 72
Figure 5 - 84. Queries Menu 73
Figure 5 - 85. File Download Dialog Box 74
Figure 5 - 86. Save As Window 74
Figure 5 - 87. Download Complete 75
Figure 5 - 88. Generate Offline Query Button 75
Figure 5 - 89. User Reports 76
Figure 5 - 90. Single Item Query – Search Screen 77
Figure 5 - 91. Single Item Query - Record Information Page 78
Figure 5 - 92. Custody Section Collapsed 79

Figure 5 - 93. Record Containing NSN 79
Figure 5 - 94. UII not in registry Message 79
Figure 5 - 95. Single Item Query – Public View Mode 80
Figure 5 - 96. Contract Query – Search Screen 81
Figure 5 - 97. Contract Query – Results List 81
Figure 5 - 98. Contract Number and CLIN Search Result 82
Figure 5 - 99. UIIs Displayed 82
Figure 5 - 100. No Records Found Message 83
Figure 5 - 101. Composition Query – Search Screen 83
Figure 5 - 102. Composition Query Results for Parents of UII 84
Figure 5 - 103. Composition Query Results for Children of UII 85
Figure 5 - 104. GFP Reconciliation Query - Search Screen 86
Figure 5 - 105. GFP Reconciliation Query – Results List 86
Figure 5 - 106. Non-UII Results GFP Reconciliation Query 87
Figure 5 - 107. GFP Custody by Contract Query – Search Screen 88
Figure 5 - 108. GFP Custody by Contract Query Result 88
Figure 5 - 109. GFP Custody by CAGE/DUNS Query - Search Screen Page 89
Figure 5 - 110. GFP Custody by DUNS/CAGE Query Results 90
Figure 5 - 111. Mark Query Page 91
Figure 5 - 112. Mark Query Result 91
Figure 5 - 113. Add More Criteria Selected 92
Figure 5 - 114. Multiple Marks Query Result 92
Figure 5 - 115. Pedigree Query - Search Screen 93
Figure 5 - 116. Pedigree Query Multiple Results 93
Figure 5 - 117. Active Serial/Part/Batch Lot Number Query – Search Screen 94
Figure 5 - 118. Active Serial/Part/Batch Lot Number Query Results List Page 95
Figure 5 - 119. User Activity Query – Search Screen 96
Figure 5 - 120. File Download Dialog Box 96
Figure 5 - 121. IUID Registry User Activity Report 97
Figure 5 - 122. GFP Without UII Query – Search Screen 98
Figure 5 - 123. Search by Document 98
Figure 5 - 124. GFP Without UII Query Results 99
Figure 5 - 125. Single Non UII GFP Query – Results Screen, Search by Contract 100
Figure 5 - 126. Single Non UII GFP Query – Results Screen, Search by Document 101
Figure 5 - 127. Main Menu – Legacy User 103
Figure 5 - 128. Legacy User Add IUID Menu 103
Figure 5 - 129. Organizational Source 104
Figure 5 - 130. Add IUID: Legacy Record – Acquisition Contract Page 104
Figure 5 - 131. Add IUID: Legacy Record – Pedigree Page 105
Figure 5 - 132. Add IUID: Legacy Record–Marks 106

Figure 5 - 133. Special Tooling or Special Test Equipment Form 106
Figure 5 - 134. Compiled Add IUID: Legacy Page 107
Figure 5 - 135. Legacy User Reports Menu 109
Figure 5 - 136. GFP Summary By Contract Report Search Screen 109
Figure 5 - 137. GFP Summary By Contract Report 110
Figure 5 - 138. GFP Summary Report – No Records Found 111
Figure 5 - 139. GFP Summary By Contractor Report 111
Figure 5 - 140. GFP Summary By Contractor Report 112
Figure 5 - 141. Items Without an ST/STE Status Selection Form 113
Figure 5 - 142. ST/STE Report Results 113
Figure 5 - 143. DCMA User Main Menu 114
Figure 5 - 144. Inquiry User Main Menu Page 115
Figure 5 - 145. Sample Error Message 117

1. SCOPE

1.1 Identification

This Software User Manual (SUM) is for the Item Unique Identification (IUID) Registry, Version 5.1.5.

1.2 System Overview

This section describes the IUID Registry system, including background, description, users, and overview of benefits.

1.2.1 Background

The DoD IUID policy was created through a series of memoranda issued beginning on July 29, 2003 by the Acting Under Secretary of Defense, Acquisition, Technology & Logistics (AT&L). This policy requires all items delivered to the DoD with a unit acquisition value of $5,000 or more, or that are serially managed, controlled inventory, mission critical or otherwise designated to be marked with a UII. The IUID policy is mandatory for all DoD contracts that require the delivery of items, including those for other agencies and foreign customers.

The IUID Registry was developed as a data input tool to meet the needs of the IUID policy. IUID is a system of distinguishing one object from another, allowing DoD to track identical items individually throughout their lifecycles. With IUID, DoD can consistently capture the value of the items it buys, control these items during their use, and combat counterfeiting parts. IUID is a business imperative for DoD which had been without a universal method for parts identification.

The IUID Registry is the central repository for IUID information and serves as an acquisition gateway to identify: What the item is, how and when it was acquired, the initial value of the item, current custody, and how it is marked. As IUID has grown, even more item information has been captured in the registry, such as Special Tooling or Special Test Equipment, Condition, and Life Cycle Events. In release 5.0 the IUID Registry created the capability to record non-UII GFP via several automated feeds and direct submission. In 5.1 the IUID Registry gave the web users the ability to review and add Condition Codes to the non-UII GFP.

1.2.2 What is the IUID Registry system?

The IUID Registry is a web entry point that receives and maintains data from authorized submitters of manufacturer item data disallowing duplication and cross contamination. The IUID Registry provides an online registration process to validate user registrations within three business days of receipt and single sign-on access to the registry system for varying levels of access. The IUID Registry also provides an ad hoc reporting system by permitting authorized users to select elements and values from a predefined report pick list and allows authorized users to select values and elements individually or in combination that provide the optimum accountability and visibility of government owned equipment located at various contractor sites.

The IUID Registry is a searchable database containing IUID records. There are four types of users: Contractors, Legacy Submitters, Defense Contract Management Agency (DCMA) Access, and Inquiry.

Information passes to and from the users through IUID Web and IUID Feed. This feeds the IUID Database. Reports are run using the IUID Scheduled Reports Utility. Data can also be retrieved using the IUID APIs.

The IUID Registry receives XML transactions from GEX via SSL. These transactions are sent from GEX, and then a response is generated by IUIDFeed that indicates if the transaction was successful or not. This is the source of the majority of the IUID Registry information.

1.2.3 Who Are IUID Users?

Specific DoD components and other government offices using the IUID Registry include:

- Contractors add, view and update all data within the database that is associated with their contracts.
- Legacy submitters provide data on legacy items.
- DCMA users may read all query data and reports.
- Inquiry users have read only access to the entire IUID Registry database.
- Approved government systems may view all IUID Registry data, active and inactive.

1.2.4 IUID Application Benefits

The benefits of the IUID Registry are as follows:

- Allows DoD agencies to keep track of each item they use throughout the lifecycle of the item.
- Provides DoD with a universal method of parts identification.
- Enhances the quality of information available to government agencies.
- Enables joint paperless management of DoD property.

1.3 Document Overview

This manual provides information and instructions for using the IUID Registry. The acronyms used in this SUM are defined in Appendix A. Explanations for the data entry fields can be found in Appendix B. Appendix B can be printed and used as an easy reference for users. An index can be found in Appendix C.

Screen prints of each of the IUID Registry web pages are shown and described in sections four and five of the SUM. Underlined text within the printed SUM may indicate a hyperlink for on-screen viewing which when activated jumps to the indicated location in the SUM. Use the Microsoft Word back arrow button, , to return to the original text area. The Table of Contents is interactive when viewing the document on-screen. Use the Microsoft Word back arrow button to return to the Table of Contents.

2. REFERENCED DOCUMENTS

The following documents have been utilized for reference or content in various areas of the IUID SUM:

- Department of Defense (DoD) Directive 5230.25 – Withholding of Unclassified Technical Data from Public Disclosure.
- IUID_Registry_Requirements_v5.2_Final.docx
- IUID Design Summary Final 03-14-2013.docx

3. SOFTWARE SUMMARY

The following is a summary of the IUID Registry application and the computer software necessary to use it.

3.1 Software Application

The IUID Registry system allows users to verify IUID records, perform inquiries, add and update IUID database records, and generate reports depending on the users' level of authority.

3.2 Minimum Access Requirements

The Web pages and Web-based applications require a minimum Web browser of Microsoft Internet Explorer 6.0 or higher or any other Web browser compatible with these standards.

The browser must have 128-bit encryption. Encryption is the ability of the browser to scramble the contents of a Web site so that no one else can see the information being entered. The Web applications need 128-bit encryption to operate properly.

In addition, some Web pages and Web-based applications require the web browser to support JavaScript and to accept session-based cookies. By default, the major Web browsers are configured to handle this requirement.

3.3 Software Organization and Overview of Operation

a. A Web browser able to access the internet is the only software component required at the user location.

b. Response time is the length of time required by the computer to return the results. This time depends on two factors: processing time and network time. Processing time is the amount of time required for the computer to process the transaction. The workstation computer and server will both have an effect on response time. Network time is the length of time required to send the user’s request to the server and return the results to the user’s workstation. This time will vary depending on the type and current utilization of the physical connection.

3.4 Contingencies and Alternate States and Modes of Operation

None.

3.5 Security and Privacy Considerations

Distribution of information from IUID is limited to authorized government agencies and contractors. IUID maintains a C2 level of security in accordance with Defense Logistics Agency Regulation (DLAR) 5200.17, which requires that users be individually accountable for their update actions through logon procedures with user identifications (user name) and passwords, auditing of security-relevant events, and resource isolation.

A time-out feature is in place that automatically terminates a session of IUID after an inactive period of 15 minutes. All data from the current operation is lost when the time-out feature terminates a session.

3.6 Assistance and Problem Reporting

If you have questions regarding policy changes, please contact the IUID Registry Helpdesk at iuid.helpdesk@dla.mil or by telephone at 269-961-4745.

4. ACCESS TO IUID

This document assumes that the user is familiar with the basic functions and operations (i.e., powering up, navigation, etc.) of the personal computer or workstation from which the IUID Registry is being accessed. In addition, this document is written with the assumption that the user has an understanding of the functions and commands of the browser being used to access the IUID Registry web site.

4.1 First-Time Users

New users must register for the IUID Registry in the BASIC Registration System (BRS) before logging on. Begin at the Login page, https://iuid.logisticsinformationservice.dla.mil/.

A practice site is provided at https://practiceiuid.logisticsinformationservice.dla.mil/. Separate registration is required for the production and practice IUID Registries.

4.1.1 Equipment Familiarization

Personal computers at various locations have different monitors, keyboards, etc. This manual assumes that users are familiar with the types of equipment being used.

a. Normal power-up procedures should be followed for powering up the personal computer or workstation.

b. While the IUID Registry web site may be displayed on any size monitor, optimum performance and viewing will be achieved with a monitor resolution of 800 x 600 or greater on a 17" or larger monitor with color settings at high color (16 bit). If the text displayed on the screen appears to be too small or large, or the color of the text seems unusual, consult the browser documentation or set the browser font and color settings to the default settings.

c. The appearance and use of the cursor are governed by the type of computer platform that is being used and the options selected for that specific workstation. Standard operating procedures for using the cursor on the workstation should be followed.

d. Placing the mouse pointer on any active navigation tab, link, or button and clicking once will activate the relevant page. The Tab key may be used for navigation through text-entry fields, most buttons, and links. When using the Tab key to navigate to a button or link, press the Enter key to select that action. Shift-Tab will reverse the direction and allow return to a previously selected field, button, or link.

e. There is no special sequence associated with the IUID Registry for powering down the system. After following the application log off procedure, the standard power down procedures for the particular workstation should be followed.

4.1.2 Access Control

A user name and password are necessary to access the IUID Registry. There are four levels of security: Contractors, Legacy Submitters, Defense Contract Management Agency (DCMA) users, and Inquiry. See Section 5.3.1 for further information.

4.2 Initiating a Session

After launching the Web browser, enter the IUID Registry URL in the location bar, https://iuid.logisticsinformationservice.dla.mil/. The DOD Disclaimer page is displayed similar to Figure 4-1.

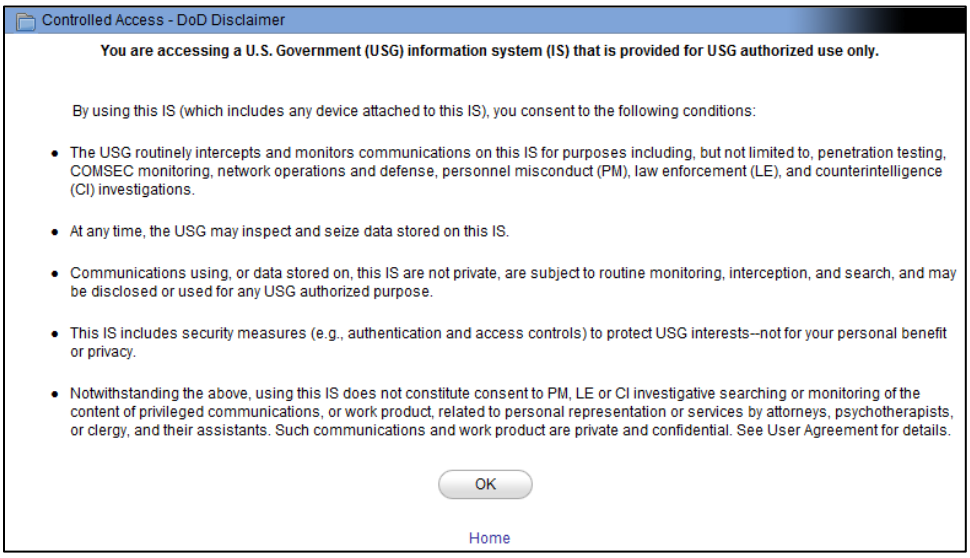


Figure 4 - 1. DOD Disclaimer Page

Click OK. The Login page displays.

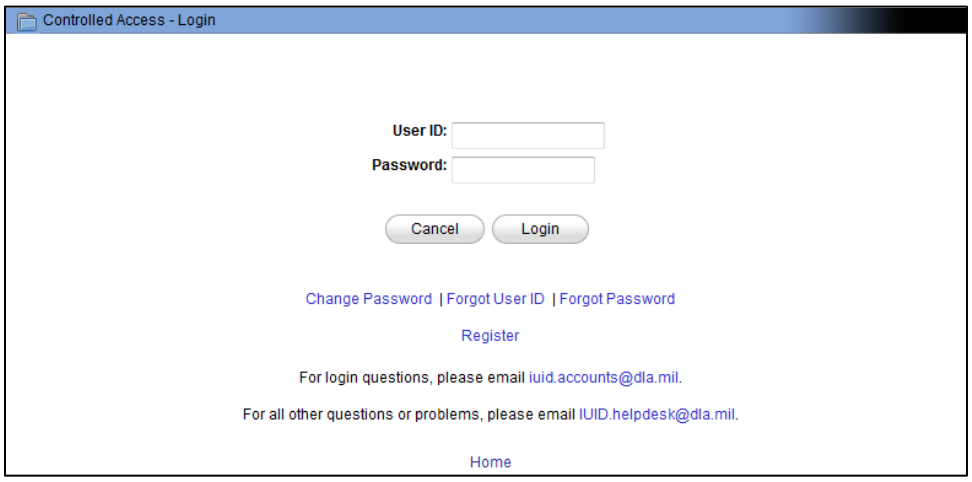


Figure 4 - 2. Login Page

First time users select **Register**. If you are registered already, enter a valid User ID and Password. Click the **Login** button.

4.3 Stopping and Suspending Work

Select the **Logout** link at the bottom of the page to log out and return to the login page, and then close the browser or go to another web site.

5. PROCESSING REFERENCE GUIDE

5.1 Capabilities

There are four types of users: Contractors, Legacy, DCMA, and Inquiry.

- Contractors may input, update, correct, and query item data that is associated with their Prime Contract Identifier or Custody Contract. A user is only "related" to an item's UII when one of their provided user CAGE Code or DUNS numbers is given as the Prime Contractor Identifier in the Acquisition Contract section or if one of the CAGE or DUNS is listed as the Custodial Contractor in the Custody Section (if applicable). In addition, contractors can correct, update, query, and view reports for any UII that they originally entered via user ID and any record of which they have custody through a DoDAAC related to the user's CAGE or DUNS.
- Legacy submitters provide data on legacy items. Legacy Items are items acquired under contracts issued prior to 1 January 2004 and are still in government inventory. Legacy users may add items, update and add events to existing items, and correct any item they entered.
- DCMA users may read all query data and reports.
- Inquiry users can view all data in the IUID Registry.

Reports can also be generated depending on the user's level of access.

5.2 Conventions

The following characteristics of the system remain consistent between applications, pages, and reports.

a. The IUID Registry incorporates security conventions such as user names and passwords. See Section 5.3.1 for user name and password information.

b. The IUID Registry is equipped with alt-text help that automatically displays when the mouse cursor is rolled over and hovered on an item with a text entry field. More detailed information is displayed when the mouse cursor is rolled over the field titles. Figure 5-1 shows an example of alt text.

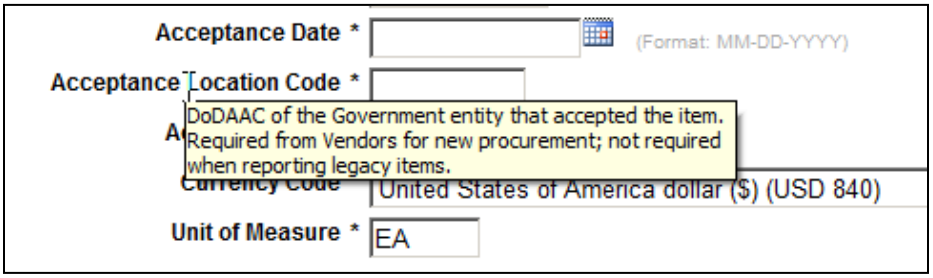


Figure 5 - 1. IUID Help Alt Text

c. On data-entry pages, an asterisk (*) next to a field means that it is required. A cross (†) designates this field as conditionally required based on a previous selection. (‡) designates one of multiple fields is required. These and other symbols are used to designate fields as necessary.

d. All data for the record currently being worked on is lost when the time-out feature terminates a user's session after a 15-minute period of inactivity.

e. The IUID Registry screens contain a menu icon in the upper left-hand corner that when activated displays the menu options available from that screen. Figure 5-2 shows the menu available from the IUID Registry home page.

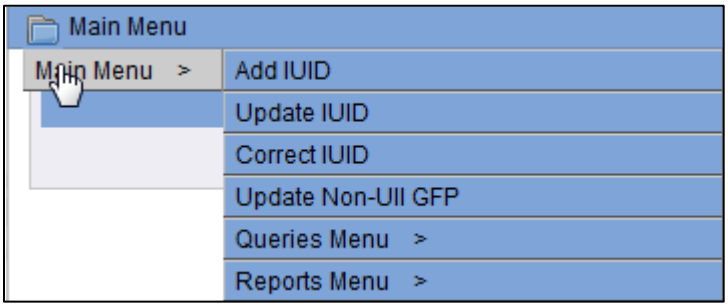


Figure 5 - 2. Menu Button

f. Clicking on the **Home** button returns the user to the DoD Disclaimer Page as shown in Figure 4-1.

g. Clicking the **Menu** button returns the user to the IUID Main Menu page.

h. Clicking on the **Help** button opens the IUID Registry help application.

i. Clicking on the **User Manual** button opens the IUID Software User Manual in PDF format.

j. The **Metrics** link opens the IUID Registry Metrics page similar to Figure 5-3.

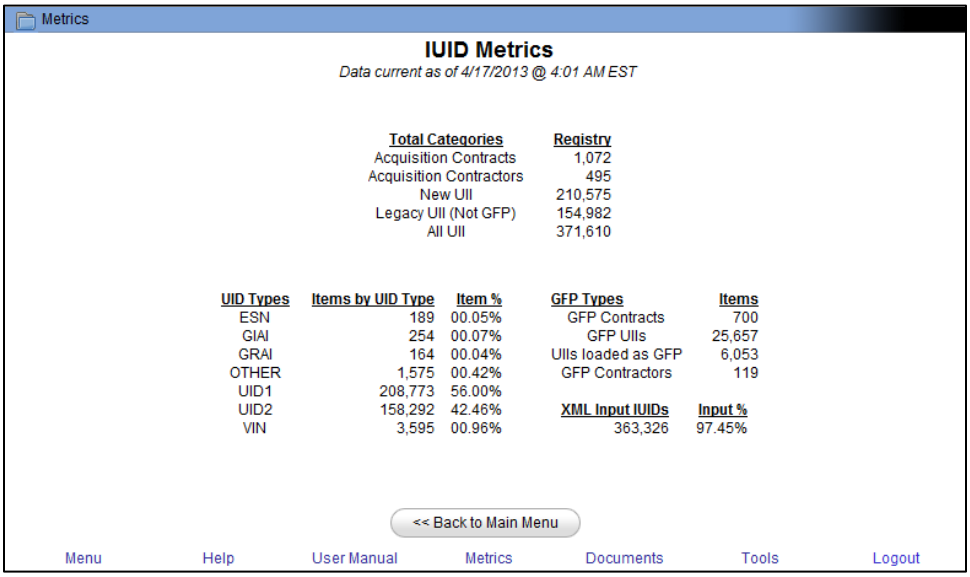


Figure 5 - 3. IUID Metrics Page

k. The **Documents** link at the bottom of the IUID Registry pages accesses the Documents page. The Documents page contains links to documents with information about the IUID Registry application similar to Figure 5-4.

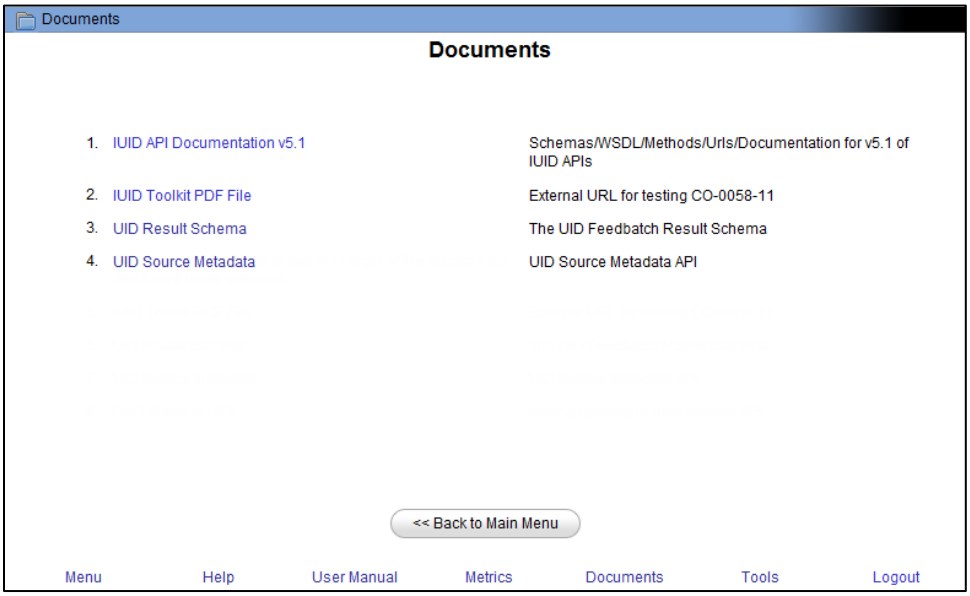


Figure 5 - 4. Documents Page

l. The Tools link opens the IUID Registry Tools and Resources page similar to Figure 5-5.

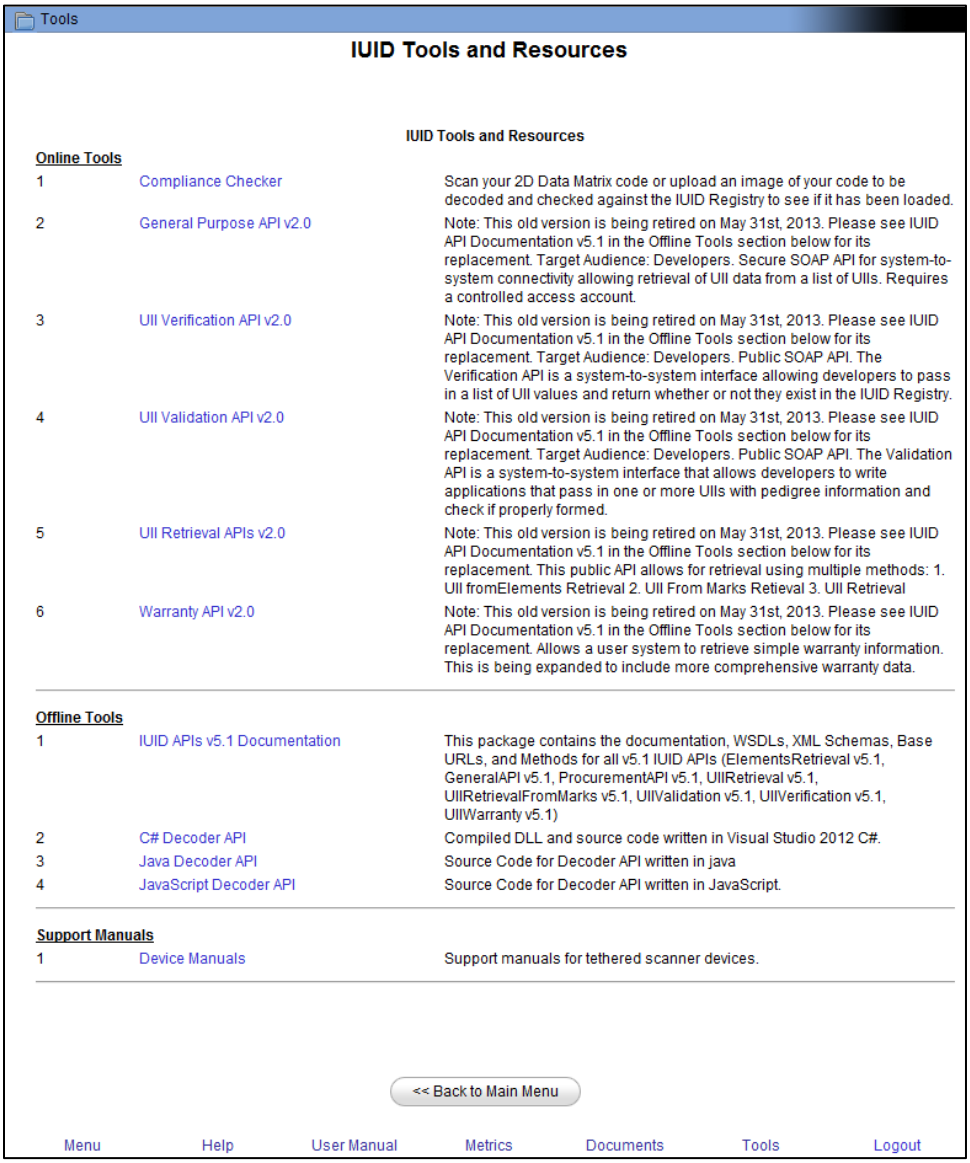


Figure 5 - 5. IUID Tools and Resources Page

This page contains information about online tools, offline tools, and support manuals.

m. Clicking the **Logout** button returns the user to the Login page as shown in Figure 4-2.

n. Calendar selection icons, , are used on several pages in the IUID Registry site. Clicking on this icon opens the calendar as shown in Figure 5-6.

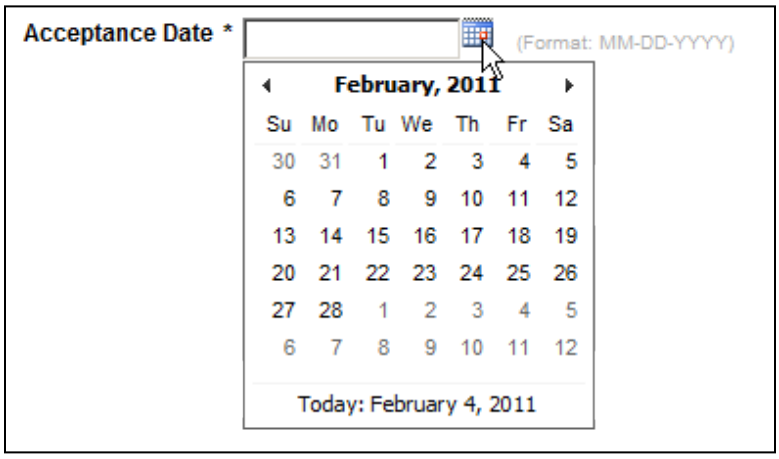


Figure 5 - 6. Calendar Displayed

Click on the date in the calendar. The date is entered in the date field. The date can also be typed into the field in the proper format, MM-DD-YYYY.

o. **Cancel** or **Quit** buttons can be used to cancel processing in IUID Registry and return to the previous page. If there is a risk of losing data when the Cancel button is selected, a dialog box is displayed as shown in Figure 5-7.

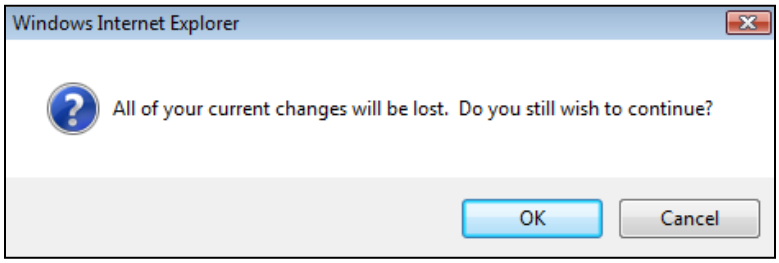


Figure 5 - 7. Cancel Button Dialog Box

When **OK** is selected, all entered data for this item is lost and the Menu page is displayed. Clicking **Cancel** on the dialog box returns the user to the page Cancel was selected from.

p. Click on the **Finish** button to complete an addition, update, or correction to a record.

q. The **Save as** feature for Reports and Queries saves results as Microsoft Excel Spreadsheets.

r. User access information can be viewed from IUID Registry website. Click on the user type link in the lower right corner of the page to display the Information for User Type page similar to Figure 5-8.

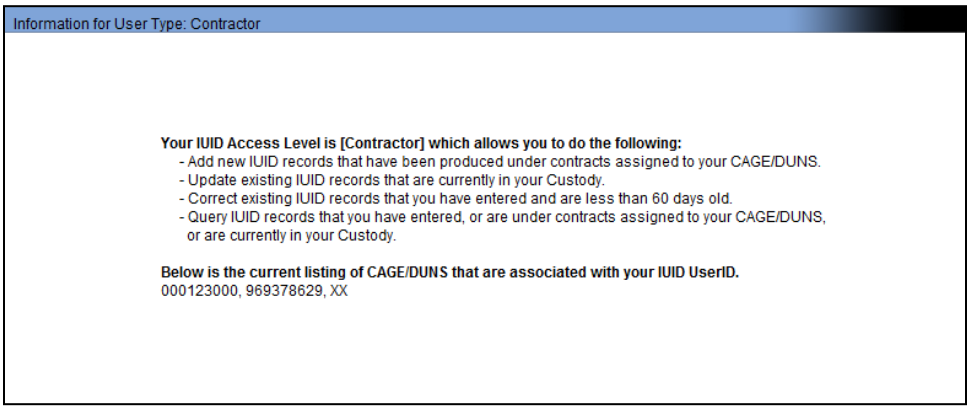


Figure 5 - 8. Information for User Type page

Note that the information for the contractor user type includes a listing of CAGE Codes and DUNS numbers that are associated with the user's IUID Registry user ID.

5.3 Processing Procedures

Procedures for use of the IUID Registry website are described in Section 5.3.1 through Section 5.3.6.

5.3.1 – User Types and Log On
5.3.2 – Contractor
5.3.3 – Legacy User
5.3.4 – DCMA User
5.3.5 – Inquiry User
5.3.6 – Application Program Interface (API)

5.3.1 User Types and Log On

There are four types of access in the IUID Registry: Contractor, Legacy, DCMA, and Inquiry.

a. Contractors must be registered in System for Award Management (SAM) first. [Note that in August 2012, the Central Contractor Registration (CCR) was retired and replaced with SAM.] Contractors can add new IUID records that have been produced under contracts assigned to their CAGE or DUNS. Registered contractors have access to data for new items produced under contracts assigned to their CAGE and DUNS based on the Acquisition Prime Contractor Identifier. They also have access to items actively in their custody as government furnished property (GFP) based on the GFP Prime Contract Identifier. In addition, contractors have access to all Correction, Update, Queries, and Reports pages for any UID that they originally entered via user ID.

   If a contractor has custody of GFP items whose Acquisition Prime Contractor Identifier identifies a different contractor, then the custodial contractor has access to all data entered by them as well as the following descriptive data:

   - Pedigree data minus Acquisition Cost
   - Custody data for which they are the prime
   - Active Mark data
   - Part Number changes minus Acquisition Value

- Active Parent/Child data

Note: Custodial Contractors cannot see acquisition cost of original item if they are not the acquisition prime contractor.

Users with Contractor Access have 60 days to correct data submitted to the Registry via Web entry.

b. Legacy submitters are those users who are providing data on legacy items. Users with this access are able to read all data. They have the ability to update any item record or sub-record. They are able to make corrections (for 60 days from submission date) only to those item records and sub-records that they entered using the Web interface.

c. Users with DCMA access approved by Defense Contract Management Agency (DCMA) headquarters may read all data elements.

d. The IUID Registry provides a generic view for government users. These are the Controlled Access Inquiry users. Users with this access have read only access to the entire IUID Registry database.

e. The IUID Application Program Interface (API) is a set of Web services provided for building software applications that interface with the IUID Registry. Users can use APIs to search for data, but must use the IUID Registry to enter data into the IUID database.

5.3.1.1 Requesting Access

Users must register through the BASIC Registration System (BRS) to use the IUID Registry. To register, click on the **Register** link. The Item UID Registration Instructions page is displayed as shown in Figure 5-9.

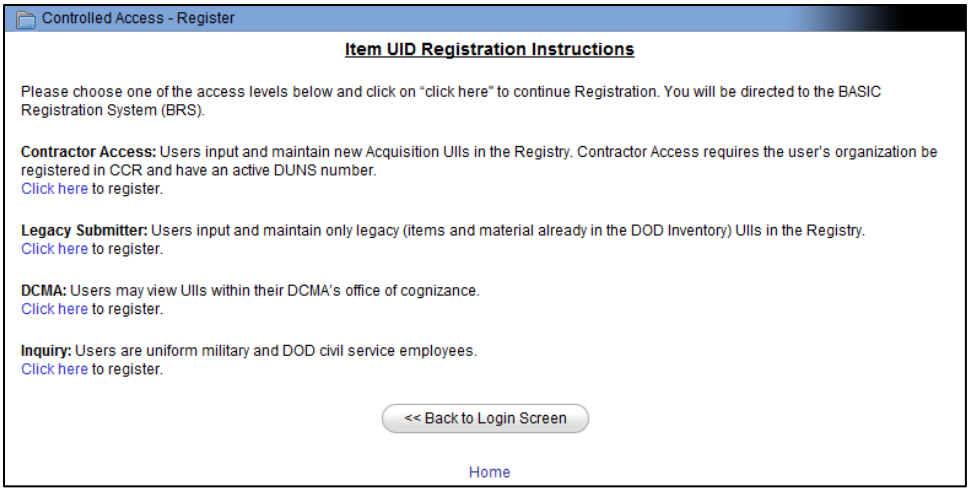


Figure 5 - 9. Item UID Registration Instructions Page

There are registration instructions for the four different users of the IUID Registry: Contractor, Legacy Submitter, Defense Contract Management Agency (DCMA), and Inquiry. Choose an access level and select the **Click here** link to access the BRS Web site as shown in Figure 5-10.

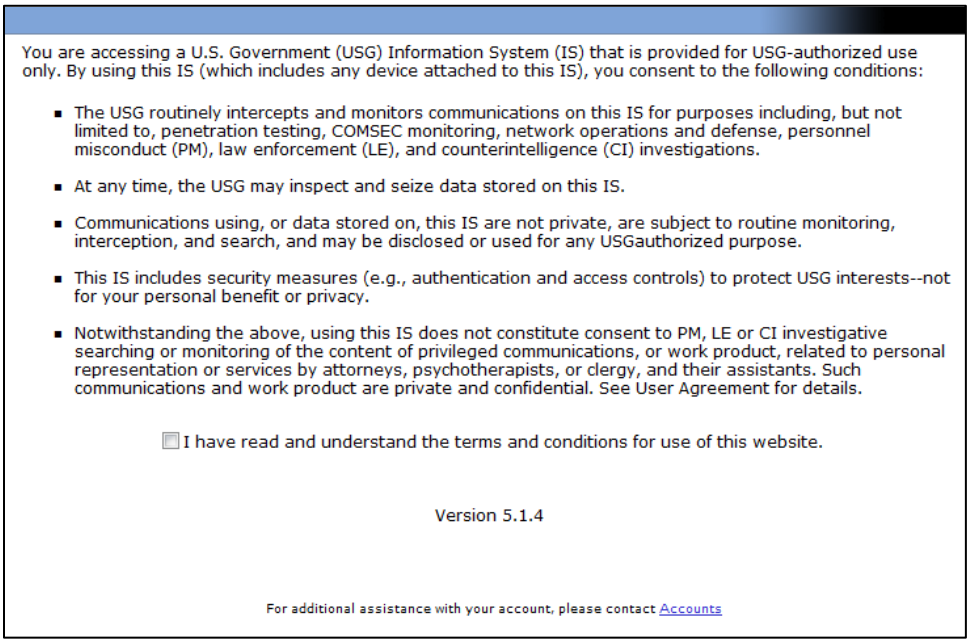


Figure 5 - 10. BRS Terms and Conditions Acceptance Page

Read the terms and conditions on the page and select the **check box** at the bottom to indicate your acceptance. BRS links are then displayed for New User or Returning User as shown in Figure 5-11.

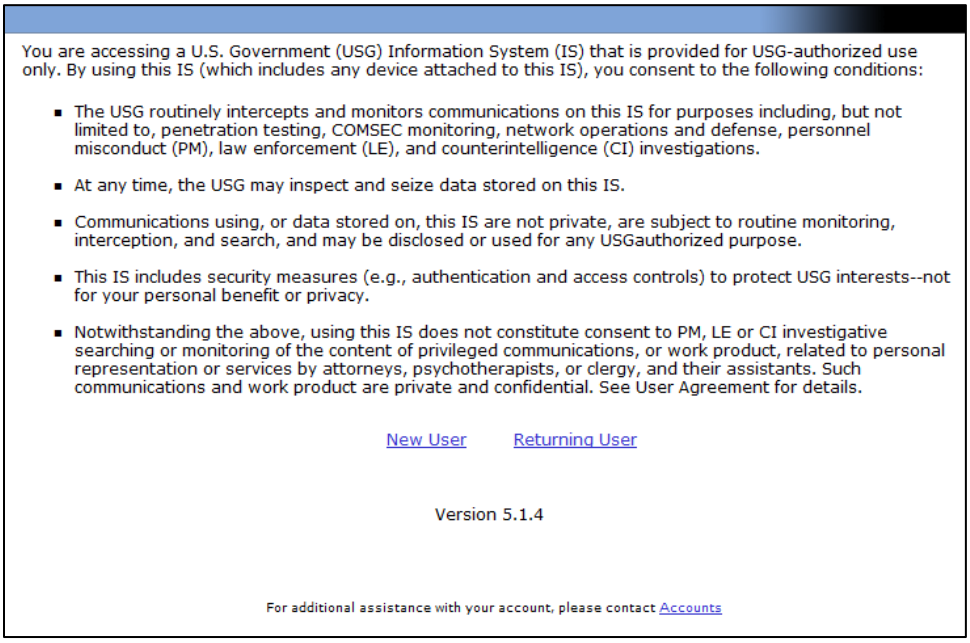


Figure 5 - 11. BRS Registration Page

Select **New User**. If you are already registered in the BRS system for other applications, you need to register again for each application access you request. Follow the instructions for the appropriate user type.

> Note: Once you have accessed the BRS application, there are two help links at the bottom of the page that you can use. Click **Printable Instructions** to print the instructions. Click **Online Help** for the online help file.

Contractor Access

Contractor users input and maintain new UIIs in the IUID Registry. Contractor access requires the user's organization be registered in SAM and have an active Data Universal Numbering System (DUNS) Number. [Note that in August 2012, the CCR was retired and replaced with SAM.] To register as a contractor, click on the **Click here** link and follow the instructions to register. You will need to enter a valid DUNS Number on the interview page. Once you complete this process, it will take up to three business days for your registration to be processed.

NOTE: Federal government-sponsored contractors are users entering or accessing data on behalf of specific government activities. These sponsored contractors support the government's IUID efforts and are different from the contractors using the Registry to comply with their DFARS IUID contract-clause requirements. Select the **Yes/No** radio buttons in the BRS application that most appropriately describe your situation.

Legacy Submitter

Legacy users input and maintain only legacy UIIs in the IUID Registry. Click on the **Click here** link to access the BRS Web site. Select IUID: Legacy Submitter on the Select Applications page and continue with BRS instructions or help.

DCMA Users

DCMA users may view all IUID query data and reports in the IUID Registry. Click on the **Click here** link to access the BRS Web site. Select IUID: DCMA on the Select Applications page, and enter list of DoDAACs separated by commas in the field provided. Continue with BRS instructions or help.

Inquiry Users

Inquiry users are uniform military and civil service employees with government sponsors that need to view data in the IUID Registry. Click on the **Click here** link to access the BRS Web site. Select IUID Inquiry on the Select Applications page and continue with BRS instructions or help.

User Access Information

Once a user is logged in, the access level of the user is displayed in the bottom right corner of the IUID Registry page as shown in Figure 5-12.

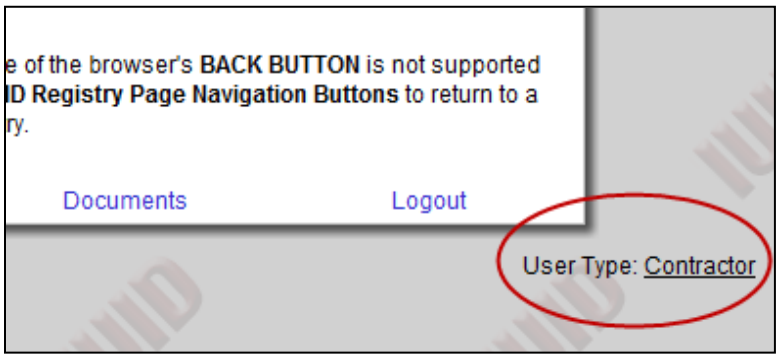


Figure 5 - 12. User Type Displayed

Click on the **User Type** link to display the Information for User Type page as shown in Figure 5-8. Note that the Information for User Type for the Contractor includes the current listing of CAGE and DUNS that are associated with the user ID.

5.3.1.2 Returning User Log On

Access the IUID Registry Web site. The first page displayed is the DoD Disclaimer page as shown in Figure 4-1. Review the conditions for using a U.S. Government information system. Click **OK** to signify your consent to these conditions. The Login page is displayed as shown in Figure 4-2.

Links on this page are Change Password, Forgot User ID, Forgot Password, Register, IUID Accounts email link for login questions, IUID Helpdesk email link for other questions or problems, and Home.

Change Password

This section explains changing a user's password. Only the administrator or the user associated with the password may change the password. A user may change his or her password only once in a 24-hour period (for end user accounts). The user's administrator may change a password at any time.

To change a password, click on the **Change Password** link. You are redirected to the BASIC Registration System (BRS). The Password Change page is displayed as shown in Figure 5-13.

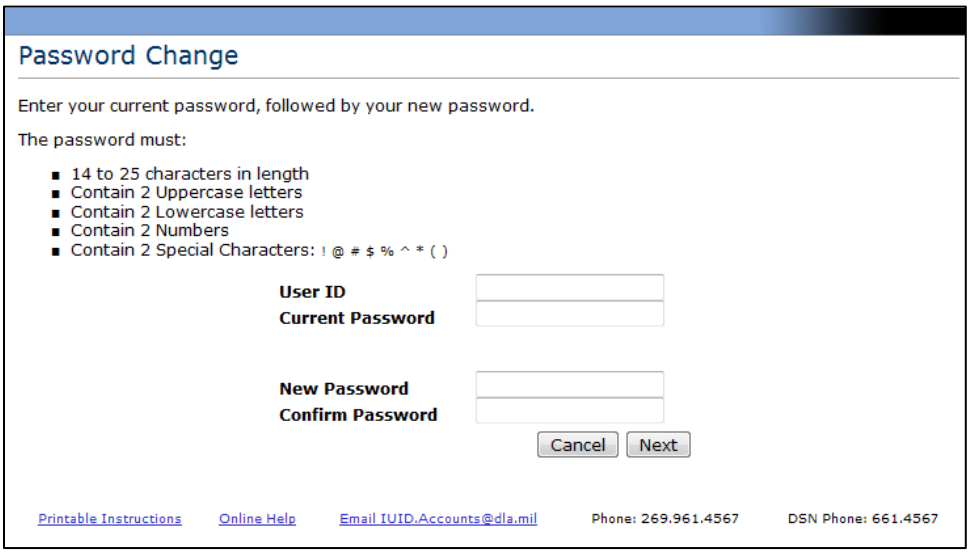


Figure 5 - 13. Change Password in BRS

Enter your user ID, current password, new password, and then retype the new password to confirm, and click the **Set Password** button. Guidelines for creating a strong password are included on the Set Password page. Once you have changed your password, you will be logged in.

The first time you log in with your user ID and password, you will be asked to change it. When a password expires, you will be required to change it the next time you log in. In either case, the Change Password page is displayed containing a password-expired message.

When choosing a password, choose a password you will remember. Passwords should be "strong." Each password should meet the following criteria:

- Passwords are case sensitive. For example, if you initially entered your new password as Pass$123, you will not be able to log in to the site if you enter this password as PASS$123.
- Passwords must be between 14 and 25 characters long.
- Passwords must contain at least two of each of the following: upper case alphabetic, lower case alphabetic, numeric, and special character (! @ # $ % ^ * ( )).
- Passwords must have a letter, either upper or lower case, as the first character.
- Passwords must not be the same as a password used in the last 24 passwords.
- Passwords must not be the same as your user ID or your user ID reversed.
- Passwords should not contain a word that can be found in a dictionary, including proper names.

Forgot User ID

When Forgot User ID is selected, a message is displayed stating that you are being redirected to the BRS Registration System. Click **Continue**. The Forgot User ID page is displayed. Enter your Email Address and click the **Next** button. A list of User IDs associated with your email address will be emailed to you.

Forgot Password

When Forgot Password is selected, a message is displayed stating that you are being redirected to the BRS Registration System. Click **Continue**. The Password Reset page is displayed. Enter your User ID and Email Address and click the **Next** button. You will be asked to answer security questions to prove your identity. When you have answered three of five questions successfully, you will then be able to reset your password. See Change Password, Section 5.3.1.1.

Register

Click on the **Register** link to create a new account with IUID Registry. See section 5.3.1.1, Requesting Access for more information.

IUID Accounts Email

Click on the iuid.accounts@dla.mil email link to contact support if you have questions or need assistance with log in.

IUID Helpdesk

For all other questions or problems, click on IUID.helpdesk@dla.mil or call 269-961-4745.

Home

Clicking on the **Home** button returns the user to the DoD Disclaimer Page as shown in Figure 4-1.

Log In

Log in by entering your User ID and Password on the login page. Click the **Login** button. The IUID Registry Main Menu page is displayed for the Contractor as shown in Figure 5-14, and the Legacy user as shown in Figure 5-127. The DCMA user's Main Menu page is shown in Figure 5-143, and the Inquiry user's Main Menu page is shown in Figure 5-144.

The authentication process disables a user account if a user enters a password incorrectly more than three times in a row. The user can use Forgot Password to unlock it. For further assistance, the user may contact iuid.accounts@dla.mil.

5.3.2 IUID Menu—Contractor

About Contractor Access

Contractors can enter, view, and edit all records within the IUID Registry database that are associated with their contracts. In addition, contractors have access to all Correction, Update, Query, and Report pages for any UID that they originally entered via user ID and any record of which they have custody through a DoDAAC related to the user's CAGE or DUNS. The following paragraphs discuss the data contained in these records and the difference between the Update and Correction functions.

An IUID Registry item record contains static and dynamic data. Static data is entered once and never changes and includes information about the item's initial acquisition and the assigned UII with its components. Dynamic data logs events that occur during the life of the item—for example, changes in marks, GFP Custody, or Part Number /Batch Lot Rollovers, selected life cycle events, and parent/child relationships.

An item's data is entered for two reasons. First, items are added to the IUID Registry when they are accepted as new procurements. In addition, existing items are added when they are identified in inventory or operational use. Items are then updated during use.

The IUID Registry has an Update function and a Correction function. The Update function records an event that happened to the item. Examples of events are: a reported mark that has been removed from the item or a new mark that has been placed on the item; a change in GFP contract or possession; part number or batch/lot rollovers; life cycle events such as destruction, donation, retirement, etc.; and removal from or attachment to another item (e.g. an engine is removed from or added to a plane). Please note that records are never erased from the IUID Registry database, even when items are expended. The record remains in the IUID Registry after the item's life cycle has been completed.

The Correction function modifies or removes existing data, static or dynamic, that was entered in error. Static data corrections include entering data missing from the initial item entry such as Acquisition Cost and Acceptance Date or changing existing values. The Correction function is the only place where the item's entire record or one or more events can be deleted. This action permanently removes the record as if it was never entered.

Corrections can only be performed for 60 days from date of UII web entry. Following the 60-day window, users attempting to make corrections will receive an "Access Denied" error message and should contact the IUID Registry helpdesk at IUID.helpdesk@dla.mil to correct the information.

Main Menu

When Contractor users log in to the IUID Registry, the IUID Registry Main Menu page is displayed as shown in Figure 5-14.

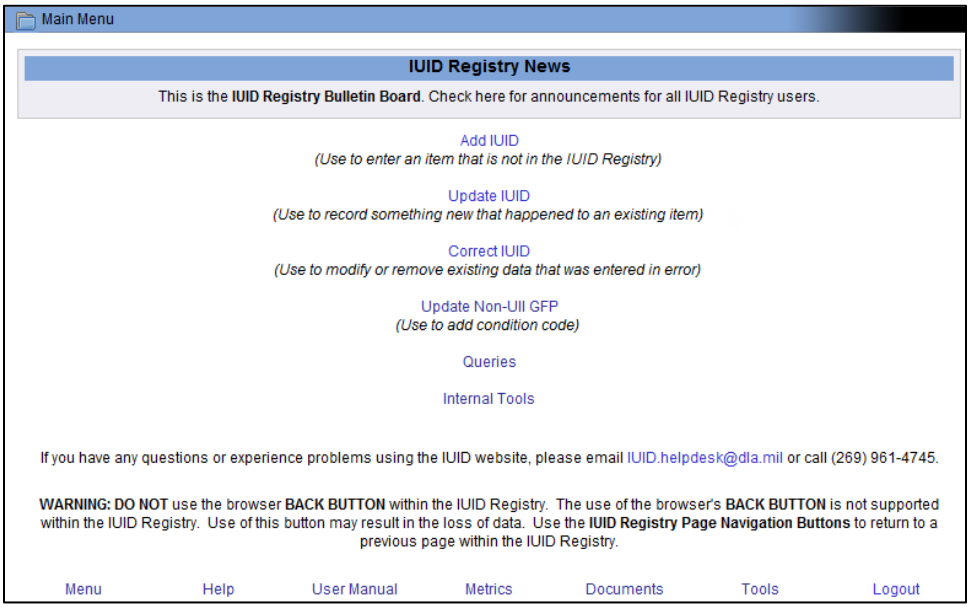


Figure 5 - 14. IUID Registry Main Menu – Contractor Access

The IUID Registry News Bulletin Board is located at the top of the Main Menu page with an IUID Registry News banner. This bulletin board will display announcements from the IUID Registry program management office.

There are five options available on the Contractor's Main Menu: Add IUID, Update IUID, Correct IUID, Update Non-UII GFP, and Queries.

- Use the Add IUID option to enter an item that is not in the IUID Registry. Items added can be New Acquisition items, Legacy items (Non GFP), GFP items, or Embedded Items. See Section 5.3.2.1 for more information about the Add IUID menu option.
- Use the Update IUID option to record something new that happened to an existing item. Updates to be recorded include the following: add custody information, add or delete marks information, add Rollovers, add or delete embedded information, or add a life cycle event status for an item. See Section 5.3.2.2 for more information about the Update IUID menu option.
- Use the Correct IUID option to modify or delete existing data that was entered in error. These corrections can include the following: correct IUID, Acquisition Contract information, delete a UII, correct or delete embedded or marks information, or correct custody information. New IUID records may be corrected for 60 days after their initial entry into the IUID Registry website. See Section 5.3.2.3 for more information about the Correct IUID menu option.
- Use the Update Non-UII GFP option to add a condition code. The condition code contains the designation such as supply or disposal, the condition code, and the effective date of that condition code. Both a supply and a disposal code may be needed to provide the correct

overall condition. See Section 5.3.2.4 of the SUM for more information about condition codes.

- Use the Queries option to search the IUID Registry database. The following queries can be made from the Queries menu: Single Item Query, Contract Query, Composition Query, GFP Reconciliation Query, GFP Custody by Contract Query, GFP Custody by CAGE/DUNS Query, Mark Query, Pedigree Query, Active Serial/Part/Batch Lot Number Query, Part Number Query, User Activity Query, Non UII GFP Query, and User Generated/Saved Queries. See Section 5.3.2.5 of the SUM for more information about these different queries.

5.3.2.1 Add IUID

To add an IUID record, click on the **Add IUID** option on the menu. The Add IUID: Record Type menu is displayed as shown in Figure 5-15.

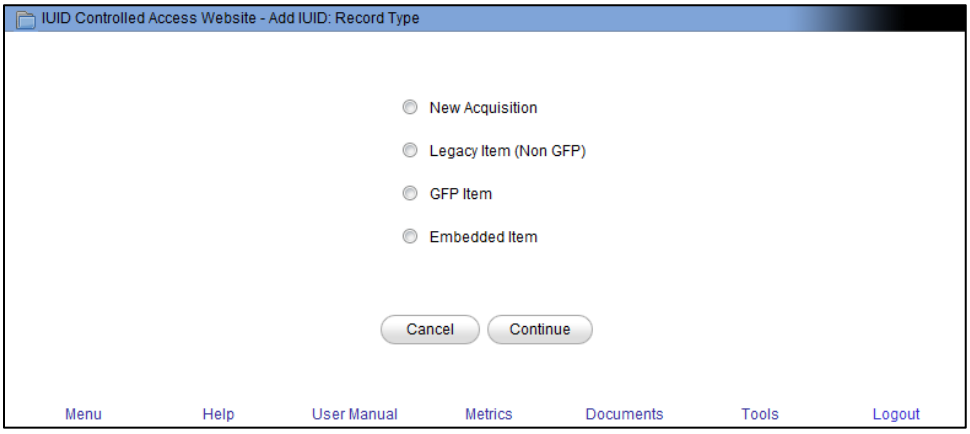


Figure 5 - 15. Add IUID: Record Type Menu Page

Menu options on the Add IUID: Record Type page are New Acquisition, Legacy Item (Non GFP), GFP Item, and Embedded Item.

- New Acquisition adds a new item to the IUID registry.
- Legacy Item (Non GFP) adds a legacy item. Legacy Items are items acquired under contracts issued prior to 1 January 2004 and are still in government inventory.
- GFP Item adds a Government Furnished Property (GFP) item. These are also considered legacy items but legacy items that are in contractor custody.
- Embedded Item adds an embedded item to a parent item.

Select the appropriate option and click on the **Continue** button. The process for each of these options is explained below.

New Acquisition

When New Acquisition is selected from the Add IUID: Record type page, the Add IUID: New Acquisition Record page is displayed as shown in Figure 5-16.

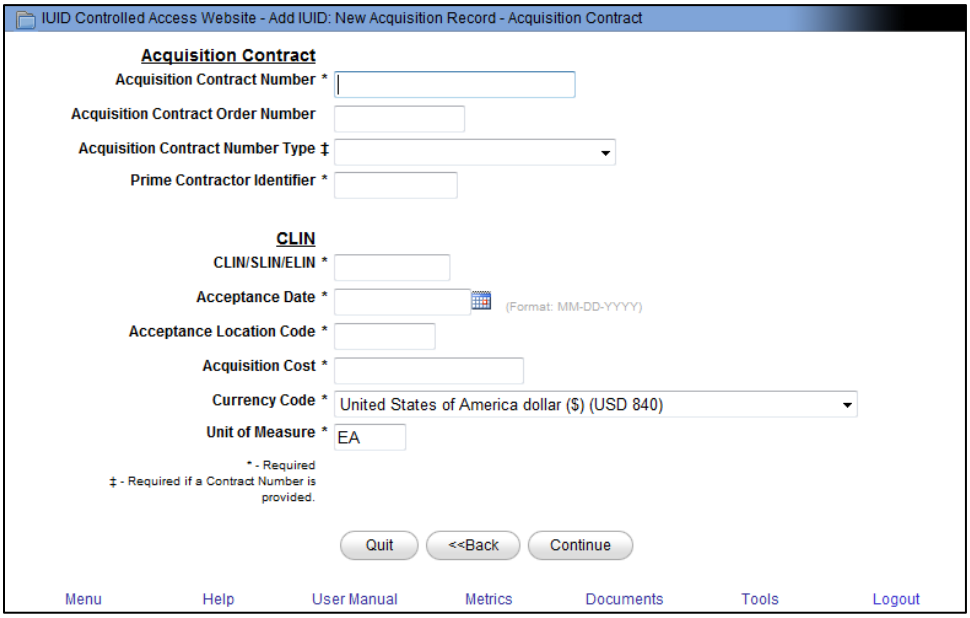


Figure 5 - 16. Add IUID: New Acquisition Record Page—Acquisition Contract

Since a newly acquired item is being entered, all fields are required. Explanations for all data-entry fields may be found in Appendix B. Error messages are displayed as shown in Figure 5-145. See Section 5.7 of this SUM for more information about error messages.

Click on the **Continue** button. The Pedigree page of the Add IUID: New Acquisition Record page is displayed as shown in Figure 5-17.

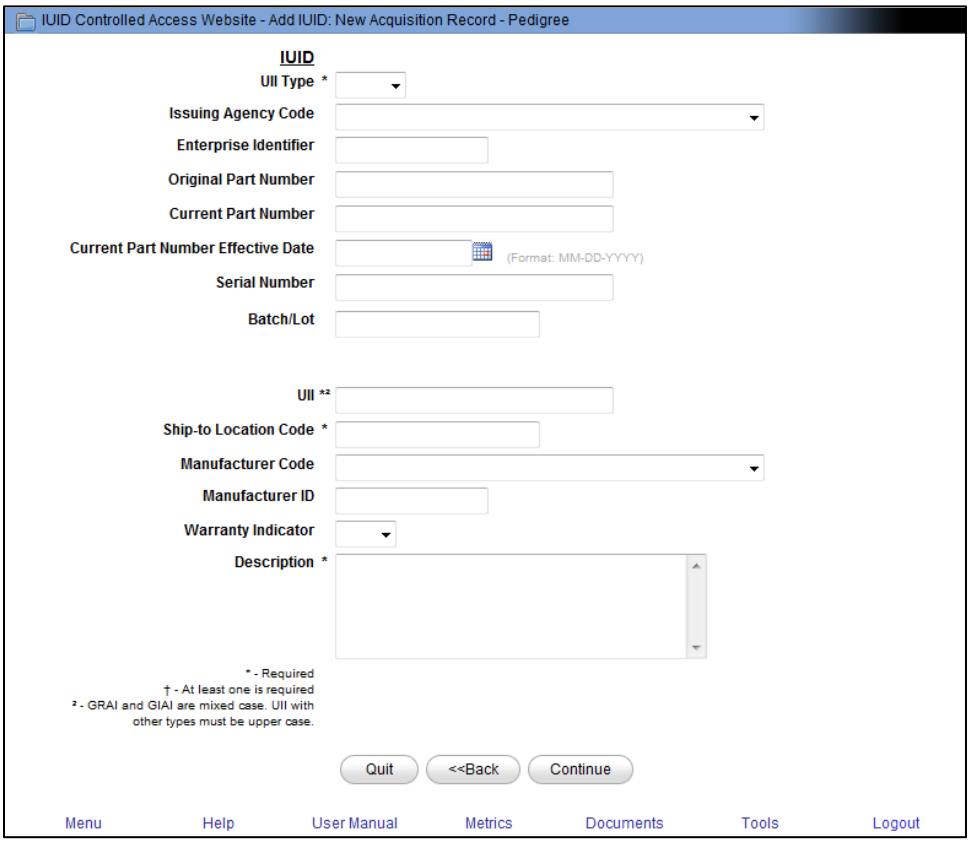


Figure 5 - 17. Add IUID: New Acquisition Record—Pedigree Page

UII Type, UII, Ship-to Location Code, and Description are required. Issuing Agency Code, Enterprise Identifier, Original Part Number, Serial Number, and Batch/Lot may or may not be required depending on the selected UII Type; however, if either Issuing Agency code or Enterprise ID is provided, then both are required. In addition, if a current part number is entered when adding a new item, the original part number is then required.

Use the drop-down menu to select a UII Type. Use the drop-down menu to select an Issuing Agency Code, or it can be entered by directly typing it. Enter the remaining data on the page. See Appendix B for explanations of data fields.

When UID1 or UID 2 is selected for UII Type as the above data is entered, IUID builds a suggested UII Code. When UID1 is selected, the suggested UII Code is based on Issuing Agency Code plus Enterprise Identifier plus Serial Number. This suggestion is displayed as shown in Figure 5-18.

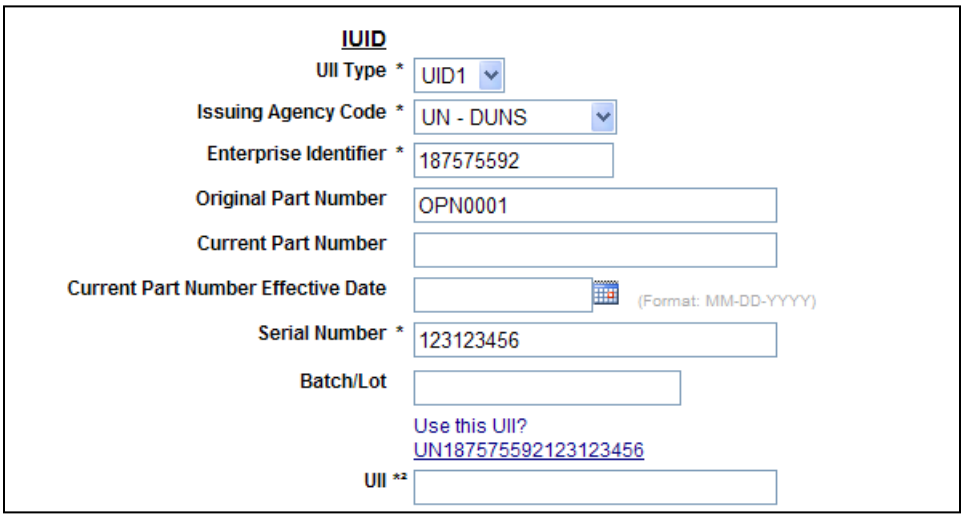


Figure 5 - 18. Suggested UII Code—UID1

To accept a suggested UII value, click on it. The code is entered in the UII field. If the individual values are changed after a UII is selected, the suggested UII value may change and need to be selected again. IUID will only accept the suggested UIIs for UID1 or UID 2.

When UID2 is selected for the UII Type, the UII is built for both the Part Number and the Batch/Lot constructs (Issuing Agency Code + Enterprise ID + Part Number OR Batch/Lot + Serial Number), and either is selectable. Both suggestions are displayed as shown in Figure 5-19.

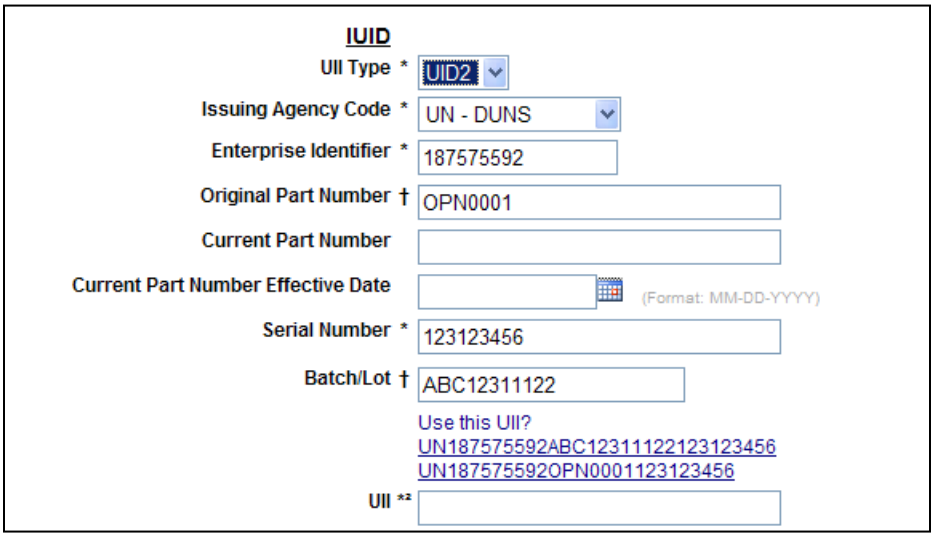


Figure 5 - 19. Suggested UII Code—UID2

Click on the desired UII to enter it into the UII field.

When satisfied with all entries, click on the **Continue** button. Error Messages will appear on the page indicating whether required data is missing or invalid. Figure 5-145 shows an example of an error message. See Section 5.7 of this SUM for more information about error messages. Enter data until these messages no longer appear. The Marks page is the next page that is displayed as shown in Figure 5-20.

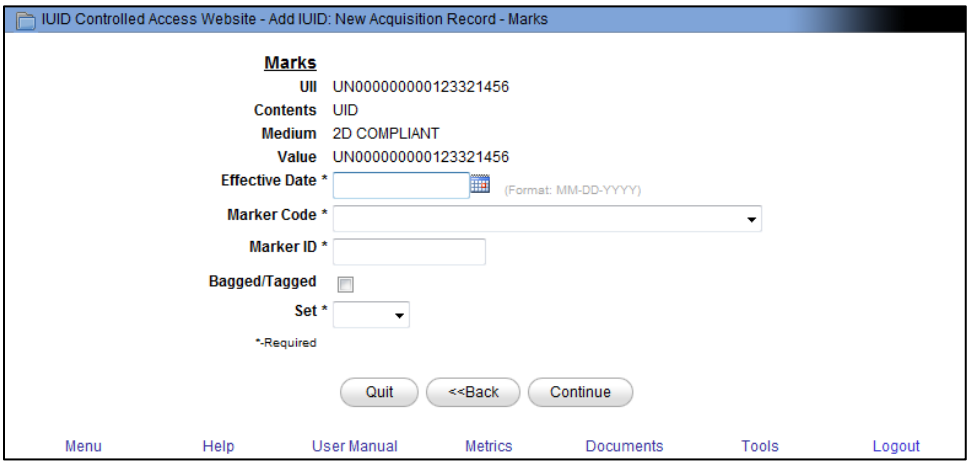


Figure 5 - 20. Add IUID: New Acquisition Record - Marks Page

The marks section captures the physical marking associated with an item. Since this item is a new acquisition and the UII is required to be attached with a 2D compliant mark, some data items are pre-populated. Effective Date, the date the mark is placed on the item, is required. Select the Bagged/Tagged check box if mark is applied to a tag attached to the item instead of directly on the item via a label, data plate, or direct part mark. Select a Set option from the drop-down menu. A set is used to indicate what markings are on one data plate or grouping. “Required” message is returned if no entry is selected. For further explanations, see Appendix B. Note: See Section 5.7 for information regarding error messages.

The following rules apply to Marks:

- There must be at least one Mark group whose Content is “UID”.
- If there are multiple Mark groups whose Contents are “UID”, none may have a Medium Code of “DEFINED”.
- If the Medium Code is “DEFINED”, there must be one or more other Mark groups recorded whose Content is not “UID”. Note that “DEFINED” is allowed only for Legacy or GFP items.
- If there are two or more Mark groups where each element has the same value (Effective Date = Effective Date, Contents = Contents, etc.), only one of the matching groups is loaded. The rest is rejected as a duplicate mark. Duplicates can be found within the Mark groups in the file or between the ones in the file and the ones in the database.
- IUID Marks may not have gaps of time.
- Mark contents are restricted to a list of acceptable values.

- Type Designation Mark Value and Vessel Class Mark Value must be upper case.

The IUID Registry does not allow the removal of a Mark if doing so violates these rules. See Appendix B for more information about Marks.

Note: When adding a mark for Service/Agency/Command, please use one of the following as the value: “CHEMBIO”, “MDA”, “TRANSCOM”, “SOCOM”, “USARMY”, “USAF”, “USCG”, “USMC”, or “USN”.

Enter data and click on the **Continue** button. The next section displayed is the Special Tooling or Special Test Equipment page similar to Figure 5-21.

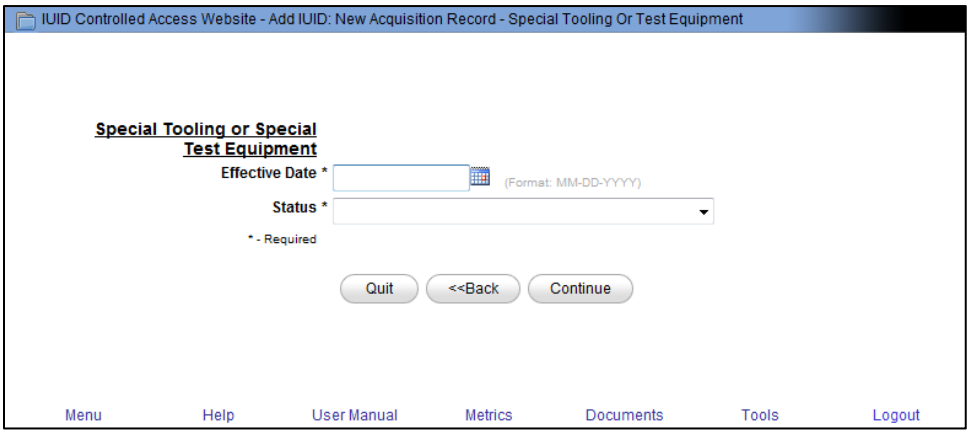


Figure 5 - 21. Special Tooling or Special Test Equipment

Effective Date and Status are both required fields. Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button.

All data is compiled and displayed on the Add IUID: New Acquisition Record – Record Information page as shown in Figure 5-22.

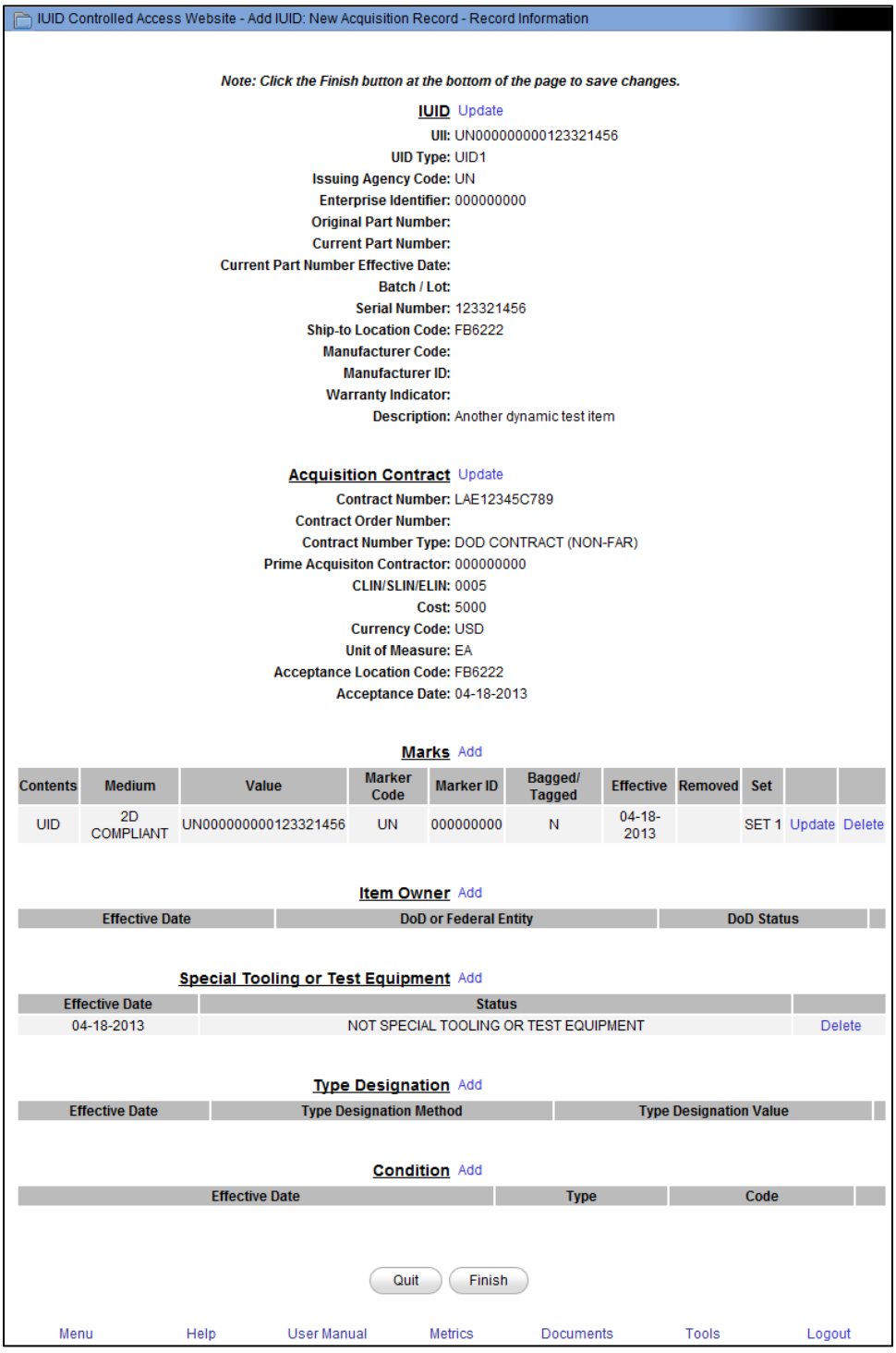


Figure 5 - 22. Compiled Add IUID: New Acquisition Record – Record Information

Review data. Use the **Update**, **Add**, and **Delete** links to change or add to any of the information shown.

- Click the **Update** link next to IUID to return to the display of the Add IUID: New Acquisition Record – Pedigree Page, Figure 5-17.
- Click the **Update** link next to Acquisition Contract to return to the display of the Add IUID: New Acquisition Record Page - Acquisition Contract, Figure 5-16.
- To delete a Mark, click on the **Delete** link next to the Mark information. The Mark information is deleted from the Add IUID page. As at least one UII mark is required, another Mark will need to be added in order to finish the addition of the UII.

If more marks are associated with the item, enter them at this screen by clicking on the **Add** button next to Marks. A blank Add IUID: New Acquisition Record - Marks page is opened to add another Marks value. See Figure 5-23.

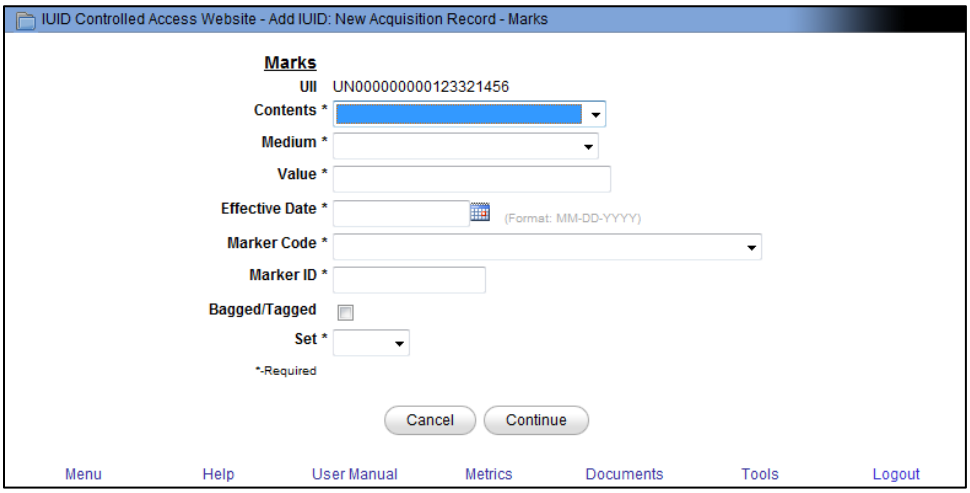


Figure 5 - 23. Add Marks Page

All fields on the Add Marks page are required. Notice that this Add Marks page is different from the first Marks page in that the Contents, Medium, and Value fields are now editable fields. Enter data and click on the **Continue** button. The Compiled Add IUID: New Acquisition Record page is redisplayed with the new Marks information displayed as shown in Figure 5-24.

Marks Add

Contents	Medium	Value	Marker Code	Marker ID	Bagged/ Tagged	Effective	Removed	Set		
UID	2D COMPLIANT	UN000000000123321456	UN	000000000	N	04-18-2013		SET 1	Update	Delete
DATE OF MANUFACTURE	HUMAN READABLE	01012010	UN	000000000	N	04-18-2013		SET 2	Update	Delete

Figure 5 - 24. Marks Added

Marks can be deleted from an item by clicking on the **Delete** link. As at least one UII mark is required, be sure at least one mark value is recorded in order to complete the addition of the new IUID record.

When satisfied that all data is correct and ready to submit, click on the **Finish** button at the bottom of the page (Figure 5-22). A message is displayed that the IUID record has been added as shown in Figure 5-25.

Figure 5 - 25. IUID Added Message

Click on the **Return to Main Menu** button to return to the IUID Main Menu. Click on the **Add another IUID to this Contract** button to display a new Add IUID: New Acquisition Record page and add another IUID.

Note: When entering multiple items under the same Contract and CLIN but with a different Acceptance Date, this **Add another IUID to this Contract** button will not work. Return to the main menu and select **Add IUID** and then **New Acquisition**.

Note: Errors made while entering this UII can be corrected for 60 days after input by using the Correct IUID option on the Main Menu.

Legacy Item (Non GFP)

When **Legacy Item (Non GFP)** is selected from the Add IUID menu, an Organizational Source data entry field is displayed on the menu page as shown in Figure 5-26.

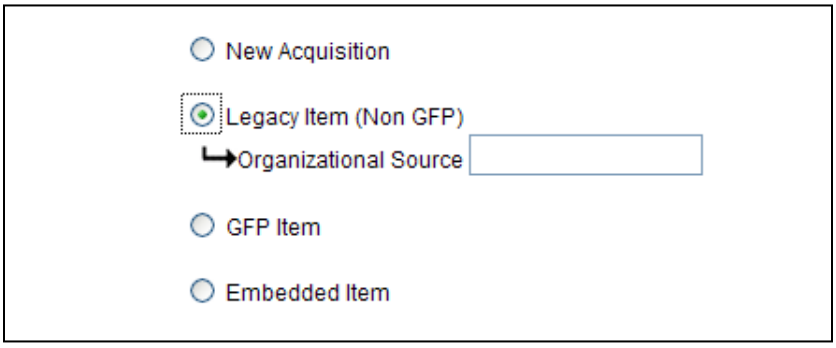


Figure 5 - 26. Organizational Source

The **Organizational Source** field is an optional field. Enter the CAGE, DUNS or DoDAAC of the organization that is the source of the data. Click on the **Continue** button. The Add IUID: Legacy Record – Acquisition Contract page is displayed as shown in Figure 5-27.

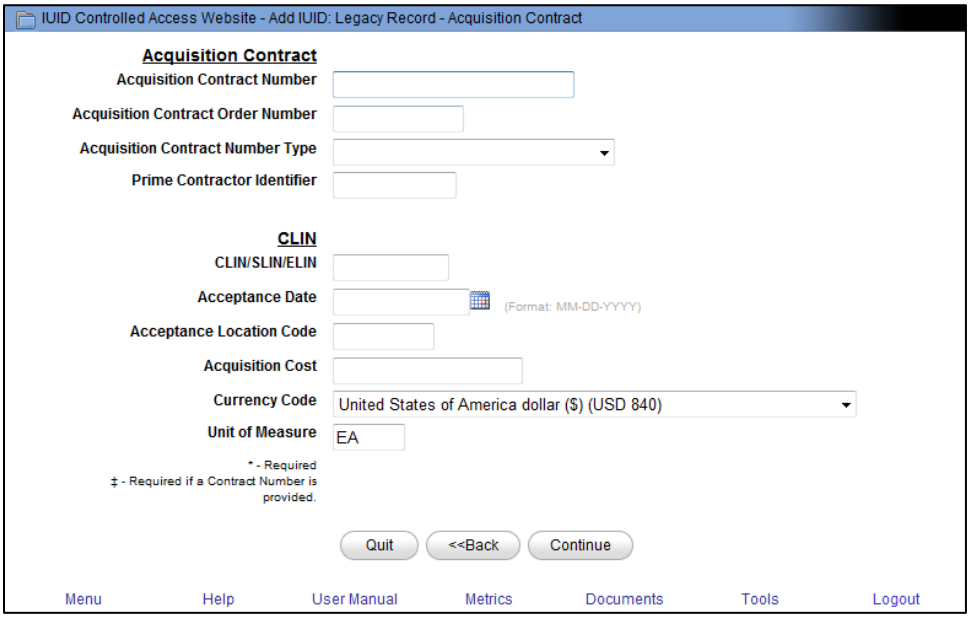


Figure 5 - 27. Add IUID: Legacy Record – Acquisition Contract

Entering Legacy items is different from entering new items in that Acquisition Information is not required. In some cases, it will not be readily available to those making the entry. However, please enter as much information as possible for the legacy item as it helps with the item's life later. When

satisfied with entries, click the **Continue** button. The Add IUID: Legacy Record – Pedigree page is displayed as shown in Figure 5-28.

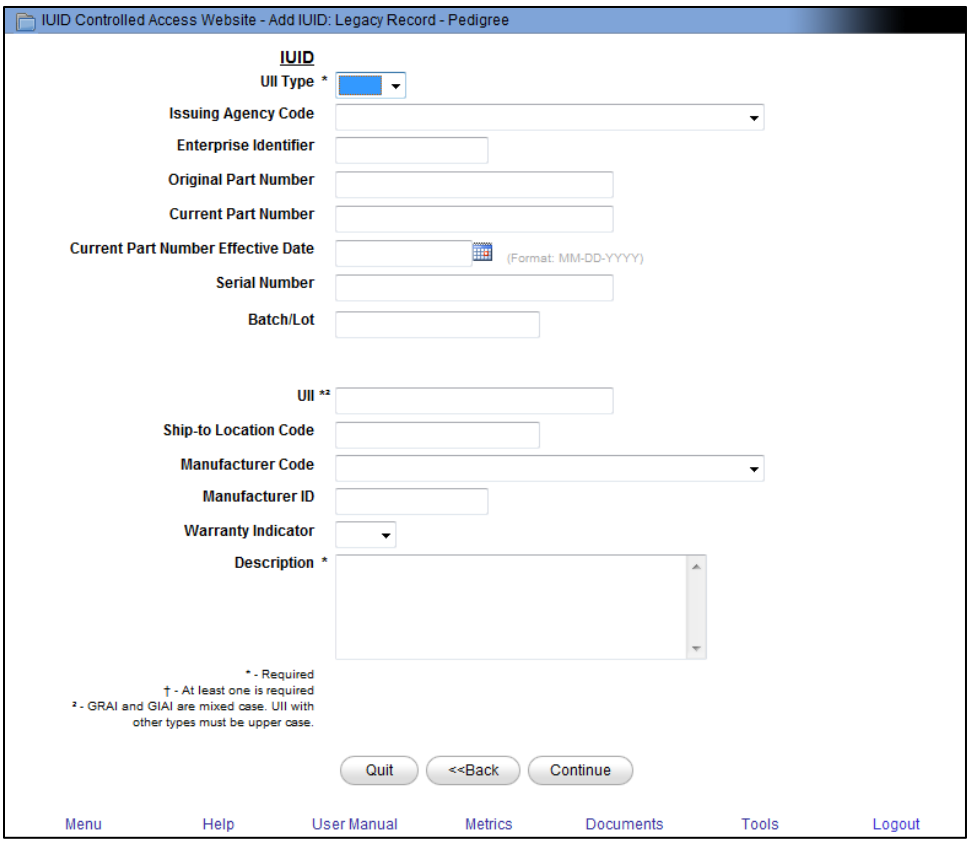


Figure 5 - 28. Add IUID: Legacy Record – Pedigree Page

Enter IUID data. UII Type, UII, and Description are required. Issuing Agency Code, Enterprise Identifier, Original Part Number, Serial Number, and Batch/Lot may be required depending on which UII Type is selected; however, if either Issuing Agency Code or Enterprise ID is provided, then both are required. If a UII Type is used that does not require a Part Number but a Part Number is available, including this information in the new item's record is suggested.

A note about Rollovers: When a UII is first created, the part number entered is considered the "original part number". During subsequent updates to the record, any new part number that is entered is considered "current". In addition, if a current part number is entered when adding a new item, the original part number is then required.

Similar to Add New Acquisition, when UID1 is selected for the UII Type as the above data is entered, IUID builds a suggested UII Code based on Issuing Agency Code plus Enterprise Identifier plus Serial Number. This suggestion is displayed after the Serial Number is entered as shown in Figure 5-18. To accept a suggested UII value, click on it. The code is entered in the UII field. If the individual values are changed after a UII is selected, the UII value may change and need to be selected again.

Another UII value option occurs when UID2 is selected for the UII Type. In this case the UII is built similar to UID1 plus another is built and suggested using the Issuing Agency Code plus Enterprise Identifier plus Batch/Lot Number plus Serial Number. Both suggestions are displayed as shown in Figure 5-19. Click on the desired UII to enter it into the UII field.

Click on the Continue button. See Appendix B for field explanations. The next page displayed is the Marks page as shown in Figure 5-29.

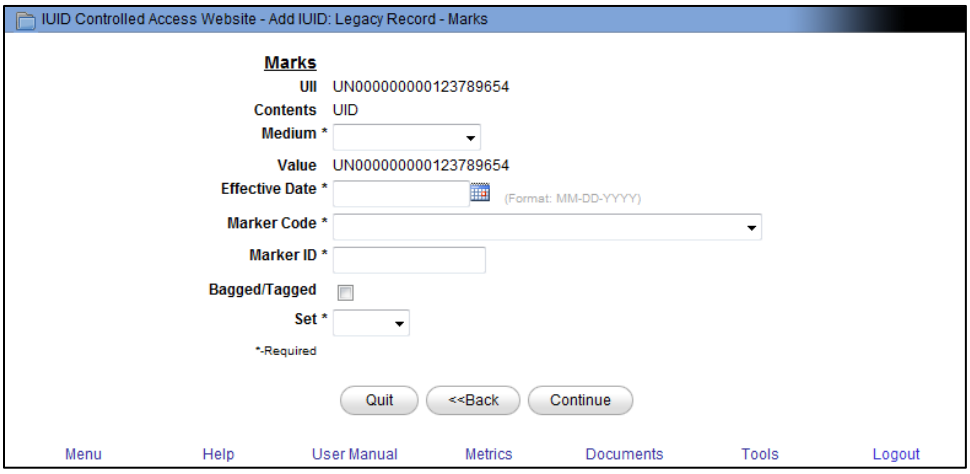


Figure 5 - 29. Add IUID: Legacy Record – Marks

Enter Marks information and click on the Continue button. Note: Rules for applying Marks to items can be found on Page 25 of this SUM. If an item is GFP or Legacy, Defined may be an option on the Medium drop-down menu. If you wish to add a Defined mark, see the "Defined Marks Note" on Page 38.

Note: If the information is available, entering the SERVICE/AGENCY/COMMAND and TYPE DEFINITION MARKS in addition to the UID mark and/or physical marks is suggested.

The next page displayed is the Add IUID: Legacy Record – Special Tooling or Test Equipment page similar to Figure 5-30.

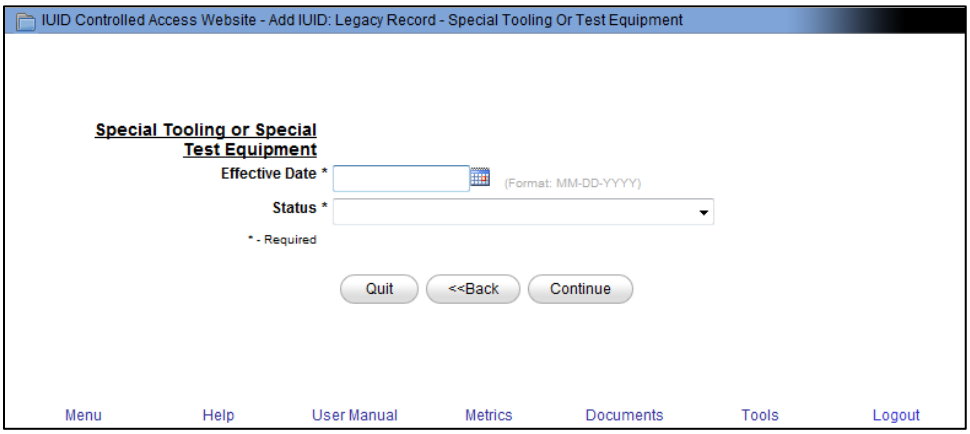


Figure 5 - 30. Special Tooling or Test Equipment Page

Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button.

When all data has been entered and the last Continue button has been selected, data is compiled and displayed similar to Figure 5-31.

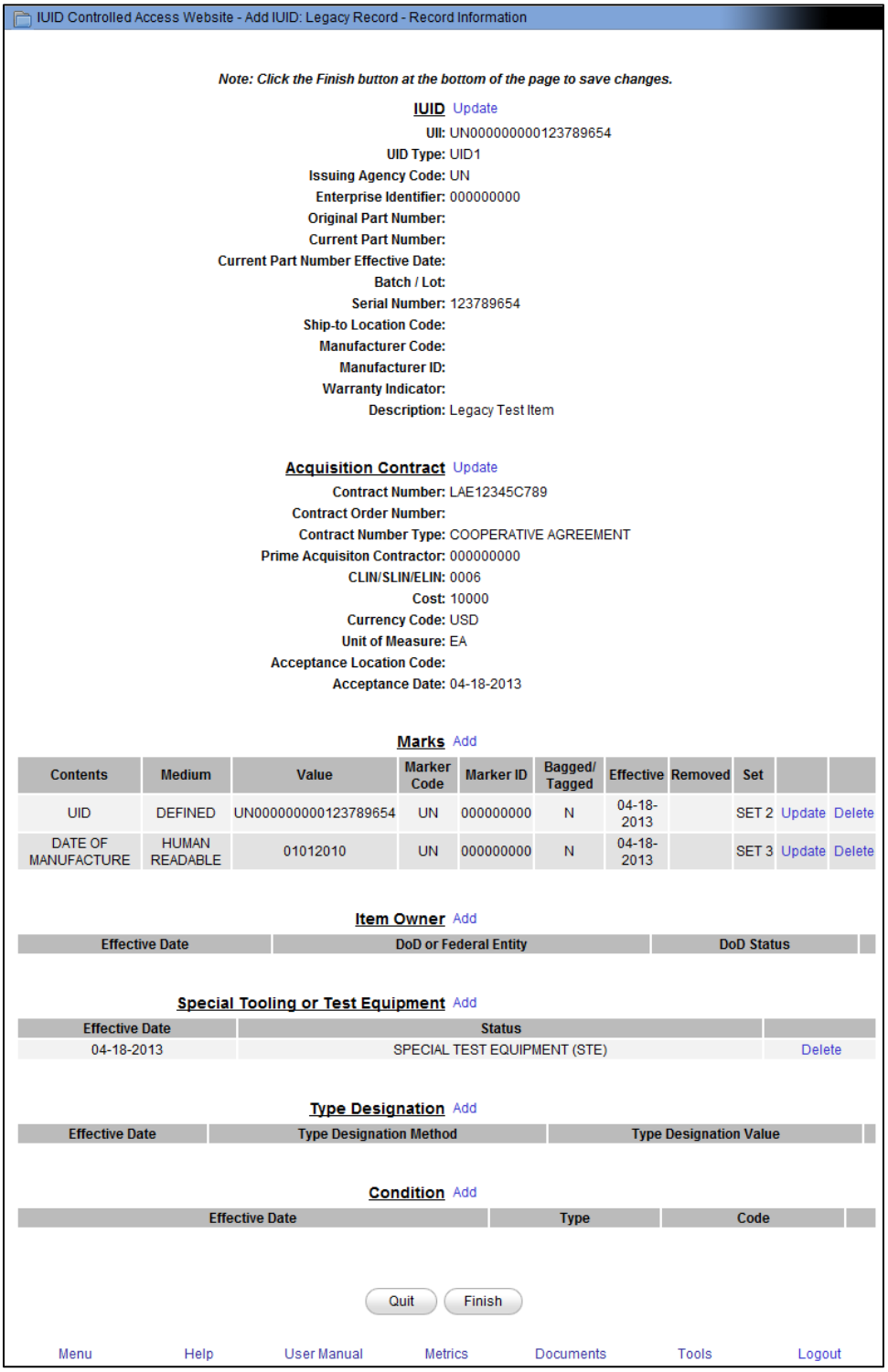


Figure 5 - 31. Compiled Add IUID: Legacy Record Page

Review data. Use the Update, Add, and Delete links to change any of the information shown. Select the Update link next to IUID to display the Add IUID: Legacy Record – Pedigree Page, Figure 5-131. The Add link next to Marks is explained in the Add New Acquisition section. The Add Marks page is shown in Figure 5-132. To delete a Mark, click on the **Delete** link next to the Mark information. The Mark information is deleted from the Add IUID page. The Mark information is deleted from the Add IUID page. As a physical UID Mark or a virtual IUID Mark in addition to a non-UID physical Mark is required, another Mark will need to be added in order to finish the addition of the UII. See Mark rules on Page 25.

When satisfied that data is correct and ready to submit, click on the **Finish** button at the bottom of the page. A message is displayed that the IUID record has been added as shown in Figure 5-25.

GFP Item

To add a Government Furnished Property (GFP) item, click on the GFP Item option on the Add IUID Menu. The Add IUID: GFP Item Record – Acquisition Contract page is displayed as shown in Figure 5-32.

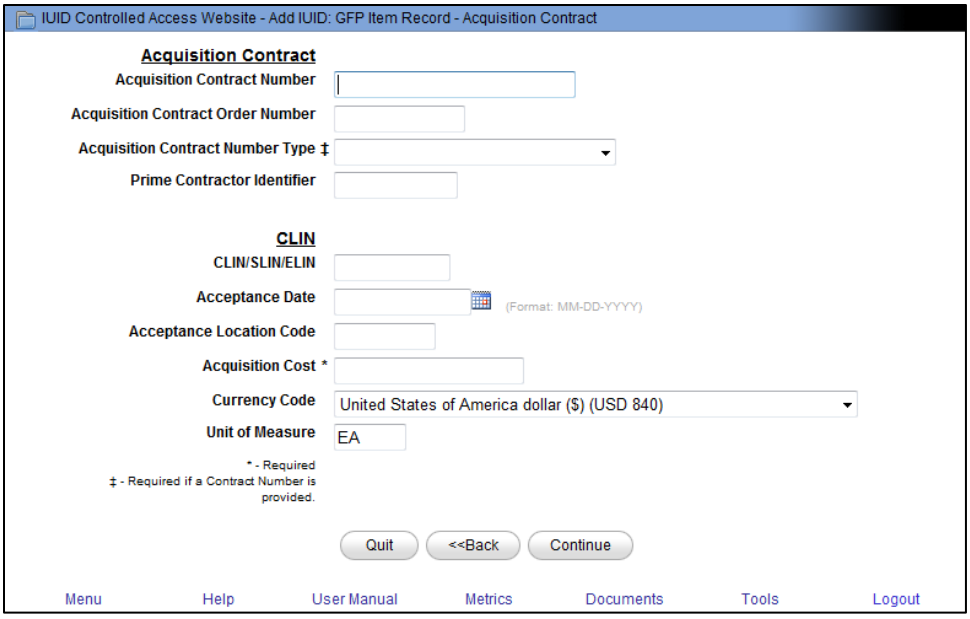


Figure 5 - 32. Add IUID: GFP Item Record – Acquisition Contract

For non-mandatory fields, enter the information if known. Acquisition Contract Number Type is required if a Contract Number is provided. Acquisition Cost is required. See Appendix B for data field explanations.

When satisfied with entries, click on the **Continue** button. If no errors are found, the Add IUID: GFP Item Record, Custody/GFP page is displayed as shown in Figure 5-33.

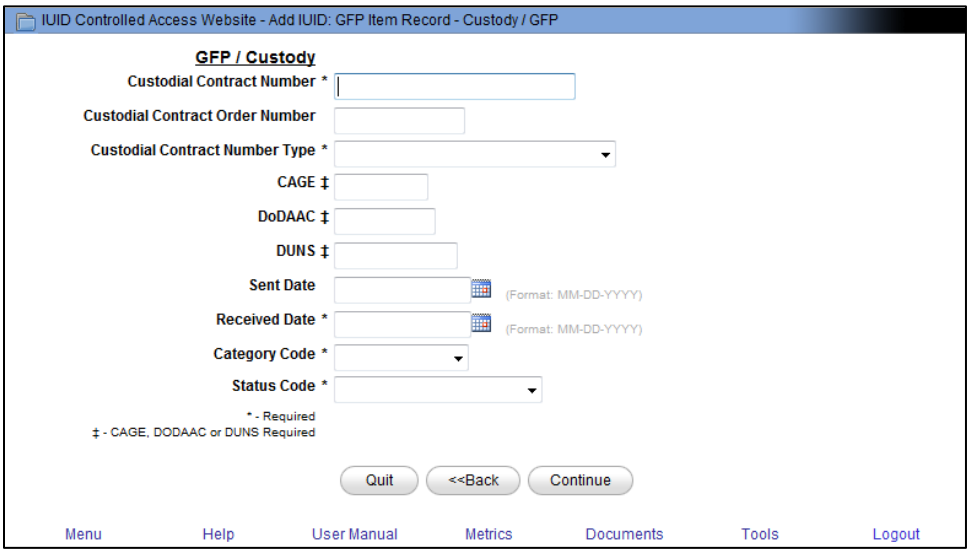


Figure 5 - 33. Add IUID: GFP Item Record –Custody/GFP Page

Enter all GFP/Custody information: Custodial Contract Number; Custodial Contract Order Number, Custodial Contract Number Type; one of Commercial and Government Entity (CAGE), Department of Defense Activity Address Code (DoDAAC) or DUNS; Received Date, Category Code, and Status Code are required. Note that for a GFP Item, it is preferable to use a CAGE Code or a DUNS rather than a DoDAAC. See Appendix B for data field explanations.

When satisfied with entries, click on the **Continue** button. If there are no errors, the Add IUID: GFP Item Record - Pedigree page is displayed as shown in Figure 5-34.

Note: If error messages are present, follow the instructions to correct them. See Section 5.7 for more information about error messages.

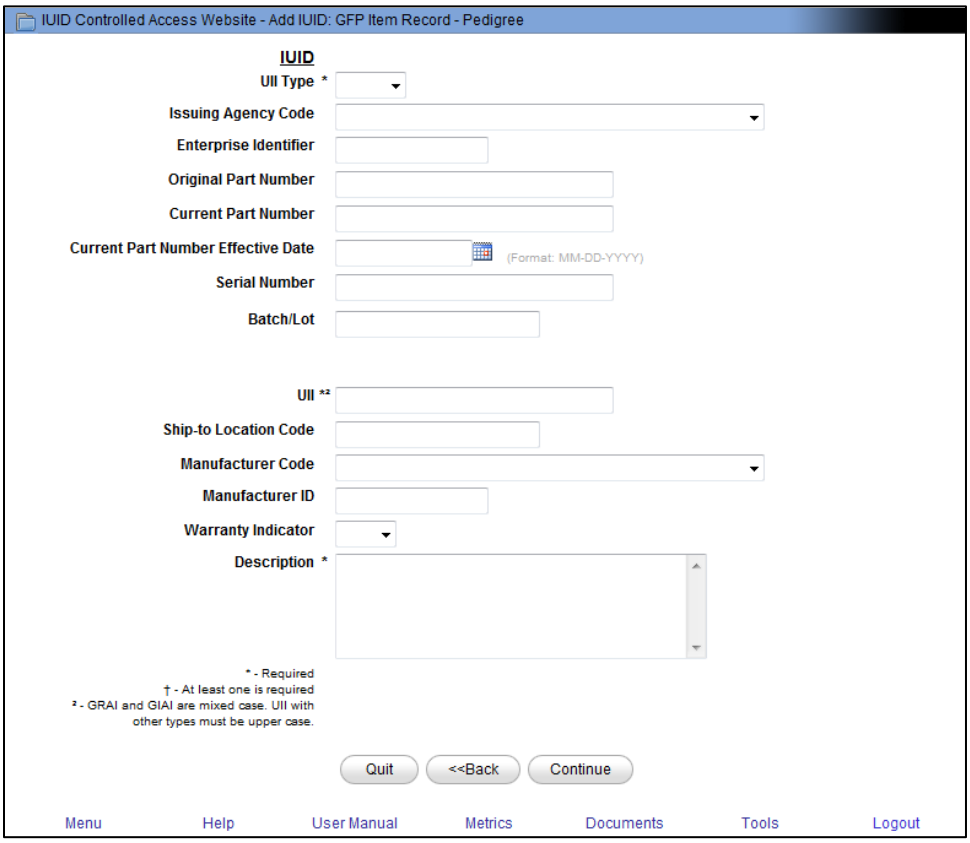


Figure 5 - 34. Add IUID: GFP Item Record - Pedigree

Enter IUID data: UII Type, UII, and Description are required. Issuing Agency Code, Enterprise Identifier, Original Part Number, Serial Number, and Batch/Lot may be required depending on which UII Type is selected; however, if either Issuing Agency Code or Enterprise ID is provided, then both are required. In addition, if a current part number is entered when adding a new item, the original part number is then also required.

Similar to Add New Acquisition, when **UID1** is selected for the UII Type as the above data is entered, IUID builds a suggested UII Code based on Issuing Agency Code plus Enterprise Identifier plus Serial Number. This suggestion is displayed after the Serial Number is entered as shown in Figure 5-18. To accept a suggested UII value, click on it. The code is entered in the UII field. If the individual values are changed after a UII is selected, the UII value may change and need to be selected again.

Another UII value option occurs when **UID2** is selected for the UII Type. In this case the UII is built similar to UID1 plus another is built and suggested using the Issuing Agency Code plus Enterprise Identifier plus Batch/Lot Number plus Serial Number. Both suggestions are displayed as shown in Figure 5-19. Click on the desired UII to enter it into the UII field.

When satisfied with entries, click on the **Continue** button. See Appendix B for field explanations. The next page displayed is the Marks page as shown in Figure 5-35.

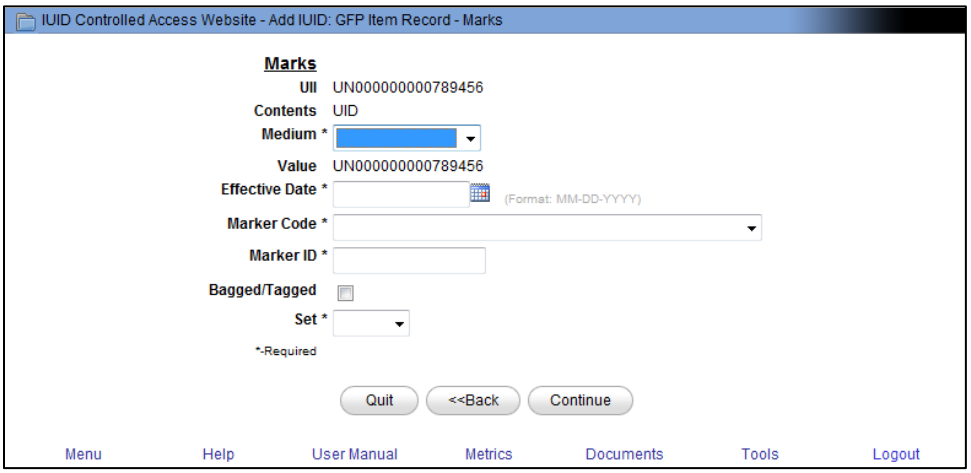


Figure 5 - 35. Add IUID: GFP Item Record – Marks Page

Enter Marks information: Medium, Effective Date of the Mark, Marker Code, Marker ID, and Set are required. Note: Rules for applying Marks to items can be found on Page 25 of this SUM.

Defined Marks Note

A Defined mark is an identification mark that is not actually on the item; it is an identification mark that is only assigned to the item. When a "Defined" UID mark is recorded, a physical mark is required, and an additional screen is displayed as shown in Figure 5-36.

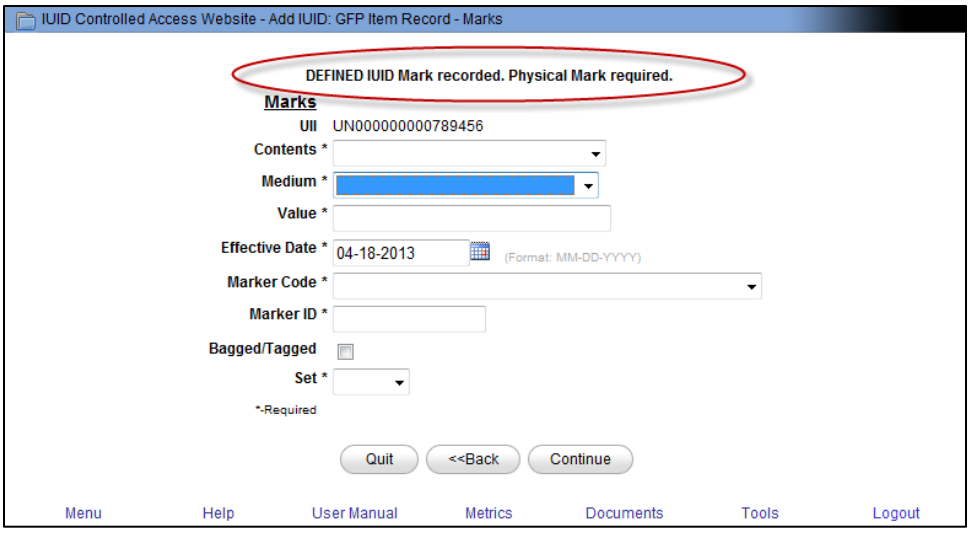


Figure 5 - 36. Defined IUID Mark Recorded

Enter your Mark data; all fields are required. When satisfied with entries, click on the **Continue** button.

The next section displayed is the Special Tooling or Special Test Equipment page similar to Figure 5-37.

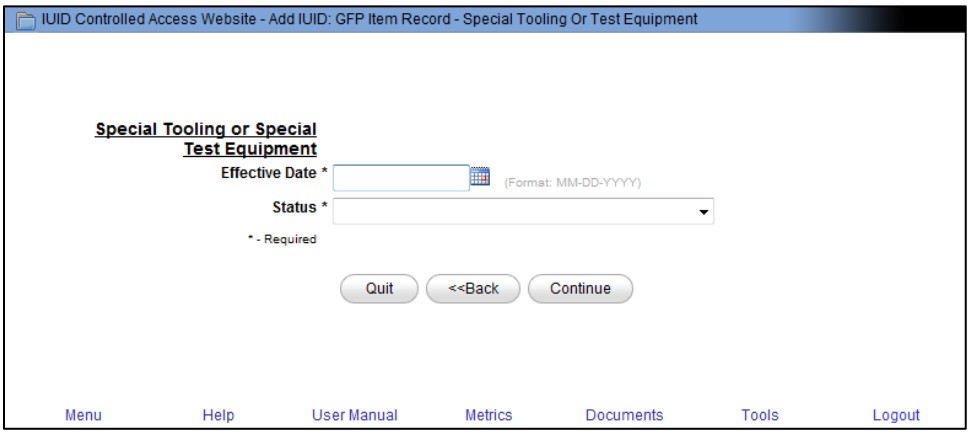


Figure 5 - 37. Special Tooling or Special Test Equipment

Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button.

The Compiled Add IUID: GFP Item Record Page is displayed as shown in Figure 5-38.

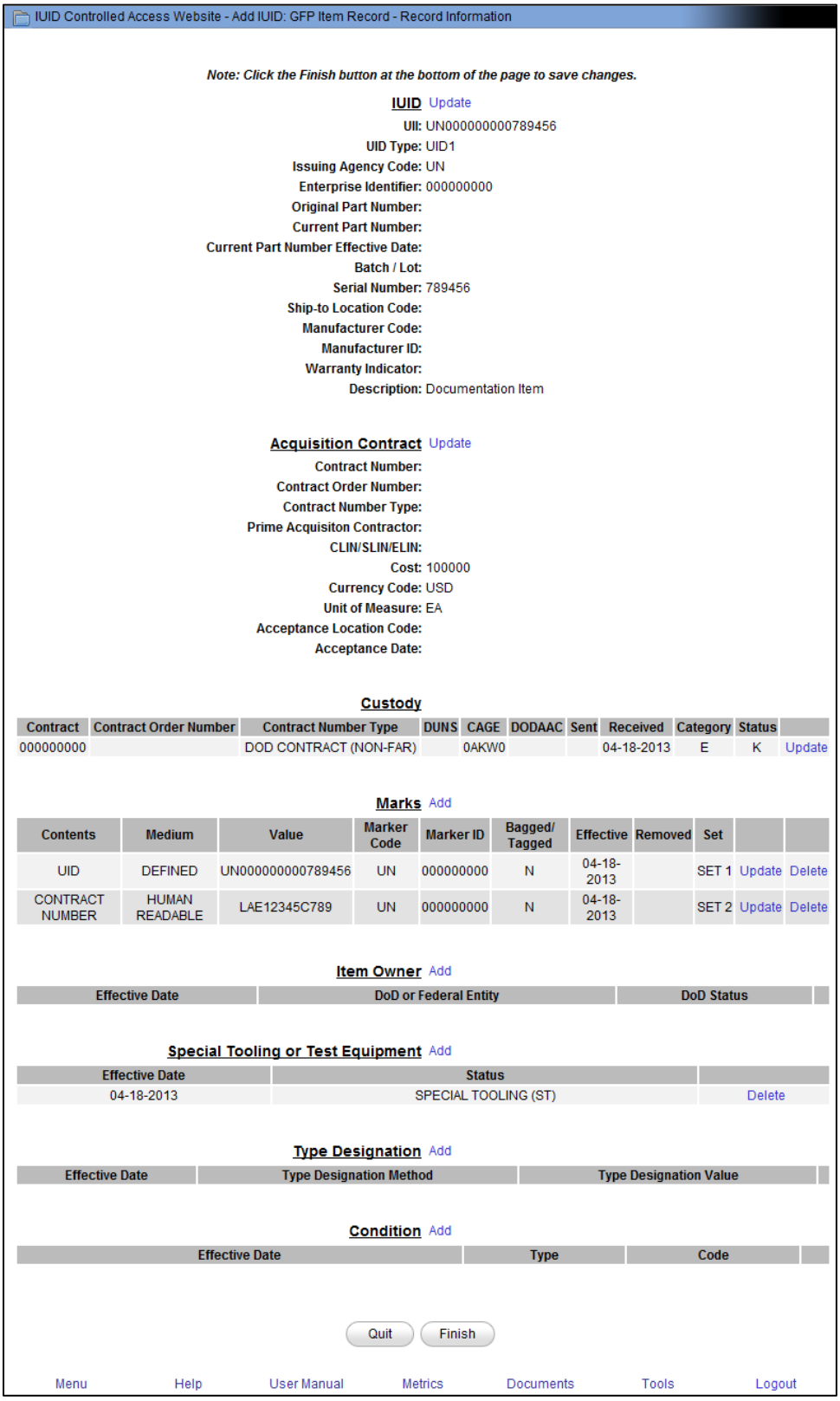


Figure 5 - 38. Compiled Add IUID: GFP Item Record Page

Review data. Use the **Update**, **Add**, and **Delete** links to make changes, to add another mark or delete a mark, add an Item Owner, add or delete Special Tooling or Test Equipment information, or Type Designation. Select the **Update** link next to IUID to display the Add IUID: GFP Item Record – Pedigree Page, Figure 5-34. Select the **Update** link next to Acquisition Contract to display the Add IUID: GFP Item—Acquisition Contract/CLIN Page, Figure 5-32. Select the Update link next to Custody to display the Add IUID: GFP Item Record – Custody/GFP Page, Figure 5-33. The Add link next to Marks is explained in the previous section, and the page is shown in Figure 5-23.

To delete a Mark, click on the **Delete** link next to the Mark information. The Mark information is deleted from the Add IUID page. As at least one UII mark is required, another Mark will need to be added in order to finish the addition of the UII.

When satisfied that everything is correct and ready for submission, click on the **Finish** button at the bottom of the page. A message is displayed that the IUID record has been added as shown in Figure 5-25.

Under the "IUID Added" message in Figure 5-25, there are two action buttons. Click on the **Return to Main Menu** button to return to the main menu. Click on **Add another IUID to this Contract** button to add another IUID record using the same acquisition contract information.

Embedded Item

An Embedded item is a subassembly, component, or part that is contained or embedded in another item recorded in the registry.

Important: An embedded item is only used when the item is embedded in the end item at the time the government initially accepts the Parent Item.

If the item comes to the government as a part, then it is entered as its own end item, and later in its life, it is embedded into one of the end items via an update. For this situation, please use new acquisition, legacy, or GFP to add the item, and then update the item with the embedded relationship.

Select Embedded Item to add an embedded item to a record. A Parent UII field is displayed on the menu page as shown in Figure 5-39.

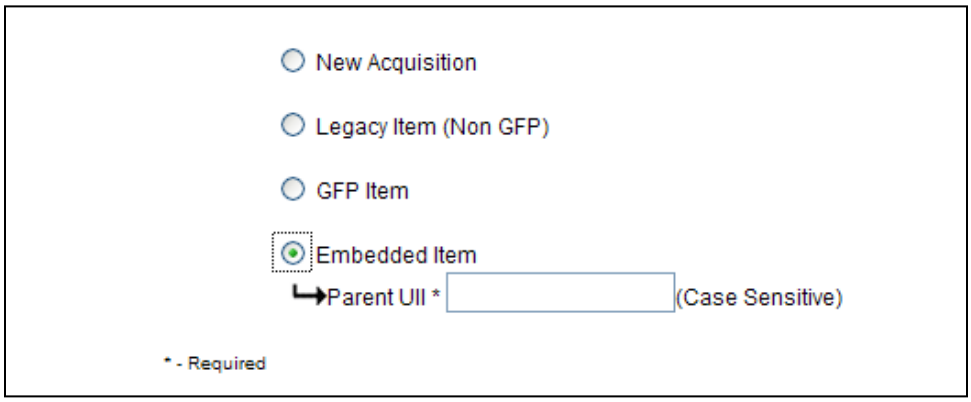


Figure 5 - 39. Parent UII field displayed

Enter the parent UII of the item that is to be embedded and click on the **Continue** button. Parent UII is required and must have been previously recorded in the registry. Note: The UII code is case sensitive. If the Parent UII is not found in the registry, an error message will be displayed as shown in Figure 5-40.

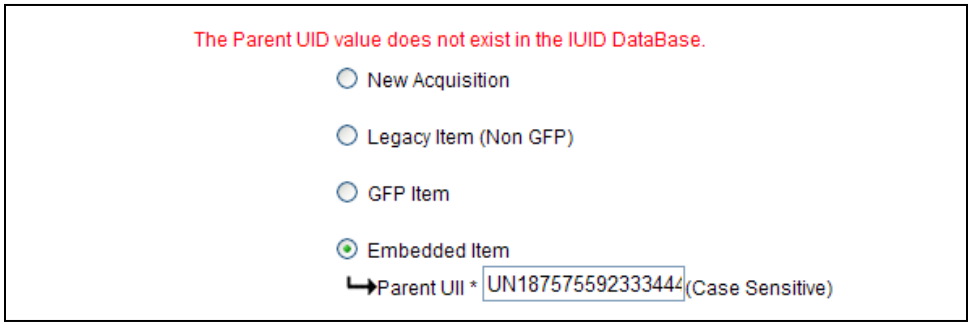


Figure 5 - 40. Error Message

If the parent UII is found, the Add IUID: Embedded Item Record – Pedigree page is displayed as shown in Figure 5-41.

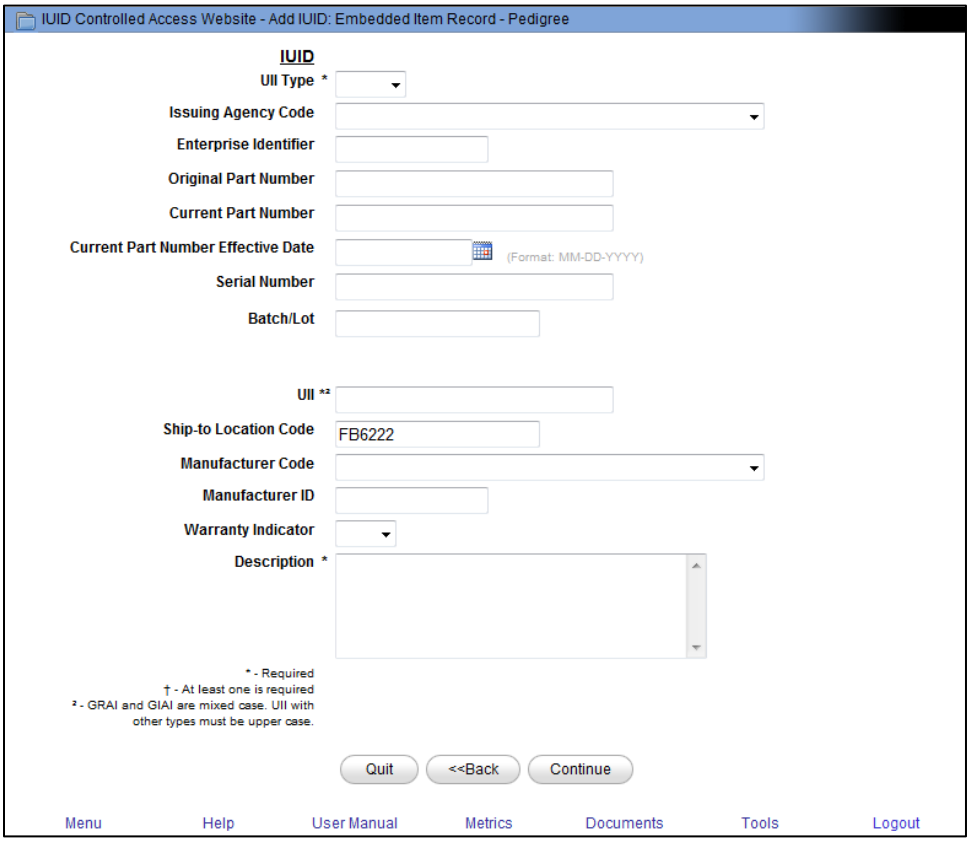


Figure 5 - 41. Add IUID: Embedded Item Record - Pedigree

Notice that the Acquisition Contract screen is passed because the item inherits the Acquisition Contract from its parent item.

Enter IUID data. UII Type, UII, and Description are required. Issuing Agency Code, Enterprise Identifier, Original Part Number, Serial Number, and Batch/Lot may be required depending on which UII Type is selected; however, if either Issuing Agency Code or Enterprise ID is provided, then both are required. In addition, if a current part number is entered when adding a new item, the original part number is then required.

Similar to Add New Acquisition, when **UID1** is selected for the UII Type as the above data is entered, IUID builds a suggested UII Code based on Issuing Agency Code plus Enterprise Identifier plus Serial Number. This suggestion is displayed after the Serial Number is entered as shown in Figure 5-18. To accept a suggested UII value, click on it. The code is entered in the UII field. If the individual values are changed after a UII is selected, the UII value may change and need to be selected again.

Another UII value option occurs when **UID2** is selected for the UII Type. In this case the UII is built similar to UID1 plus another is built and suggested using the Issuing Agency Code plus Enterprise Identifier plus Batch/Lot Number plus Serial Number. Both suggestions are displayed as shown in Figure 5-19. Click on the desired UII to enter it into the UII field.

Click on the Continue button. See Appendix B for field explanations. The next page displayed is the Marks page as shown in Figure 5-42.

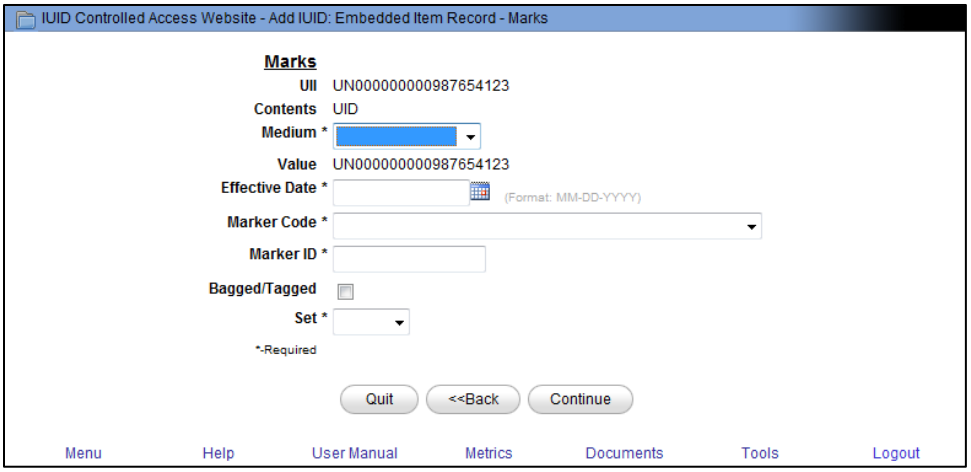


Figure 5 - 42. Add IUID: Embedded Item Record – Marks Page

Enter Marks information and click on the **Continue** button. Note: Rules for applying Marks to items can be found on Page 25 of this SUM. If an embedded item is GFP or Legacy, Defined may be an option on the Medium drop-down menu. If you wish to add a Defined mark, see the "Defined Marks Note" section on Page 38.

When all data has been entered, it is compiled and displayed similar to Figure 5-43.

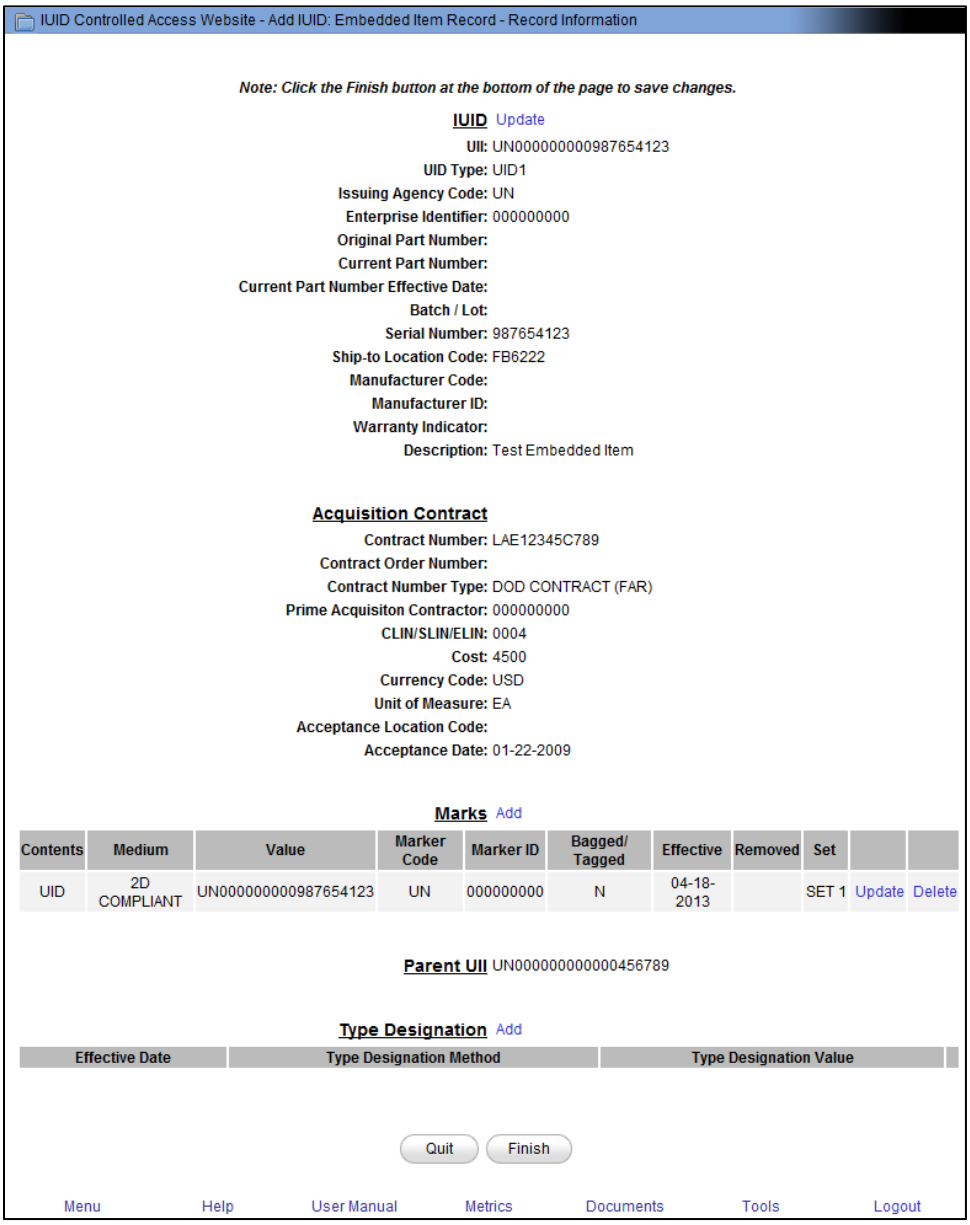


Figure 5 - 43. Compiled Add IUID: Embedded Item Record Information Page

Review data. Use the **Update**, **Add**, and **Delete** links to change any of the information shown. Select the **Update** link next to IUID to display the Add IUID: Embedded Add Record – Pedigree Page, Figure 5-41. The **Add link** next to Marks is explained in the Add New Acquisition section. The Add Marks page is shown in Figure 5-23. To delete a Mark, click on the **Delete** link next to the Mark information. The Mark information is deleted from the Add IUID page. As at least one UII mark is required, another Mark will need to be added in order to finish the addition of the UII. Marks are critical for identifying items. Please enter all physical marks.

When finished, click on the **Finish** button at the bottom of the Compiled Add IUID: Embedded Item Record Page, Figure 5-43. A message is displayed that the IUID record has been added as shown in Figure 5-44.

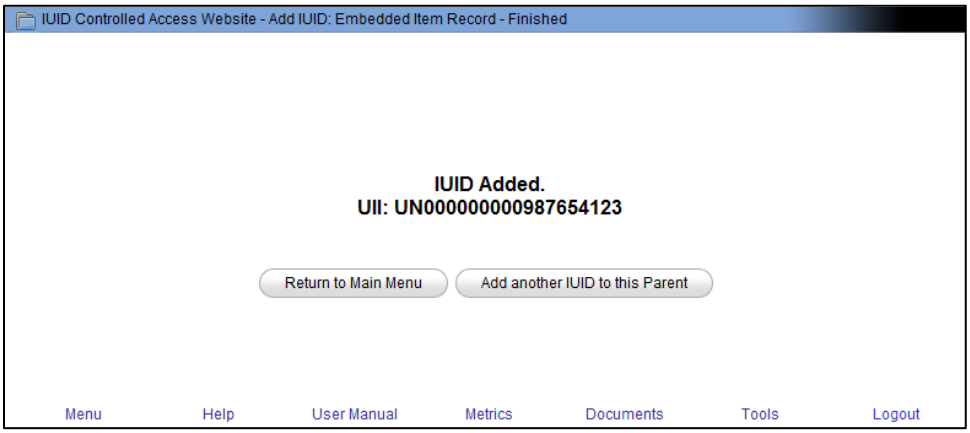


Figure 5 - 44. Embedded Item Added

Click on the **Return to Main Menu** button to return to the IUID Main Menu. Click on the **Add another IUID to this Parent** button to display a new Add IUID page and add another embedded IUID to this parent.

A Final Note about Adding Items

Type Designation, Figure 5-63; Condition, Figure 5-64; and Item Owner, Figure 5-59, are not required at the time a UII is added to IUID. This information can be added using the Update function, Section 5.3.2.2.

5.3.2.2 Update IUID

Use the Update function to record an event that happened to an item. This event could be a reported mark that has been deleted from the item or a new mark that has been placed on the item; a change in GFP contract or possession; rollovers; recording an embedded relationship— attachment to or removal from another item (e.g. an engine is removed from or added to a plane); item ownership; special tooling or test equipment information; type designation; condition; or a life cycle event such as destruction, donation, retirement, etc.

Important Note: Records are never erased from the IUID Registry database, even when items are expended. The record remains in IUID Registry after the item's life cycle has been completed.

Note: Use the Correct IUID option to modify or delete data that was entered incorrectly. The correction capability is available for 60 days from date of UII entry if entered on the IUID Registry website. Following 60 days or if entered via the Global Exchange (GEX) or Wide Area Workflow (WAWF), contact the IUID Registry Help Desk at iuid.helpdesk@dla.mil to initiate a correction.

In addition to recording current item events, historical data can also be added to the IUID Registry. For example, a change being entered today can be given an effective date of an earlier date if the earlier date more accurately reflects the date the change was actually made to an item.

Contractor User Update IUID Note: A Contractor user may update any UIIs that were entered by that user via user ID and any record of which they have custody through a DoDAAC related to the user's CAGE or DUNS.

To update Custody, Marks, Rollover, Embedded, Item Owner, Special Tooling or Test Equipment, Type Designation, Condition, and Life Cycle event information for an item recorded in the IUID, click on the **Update IUID** option on the IUID Main Menu. The Update IUID: Enter UII page is displayed. See Figure 5-45 for an example.

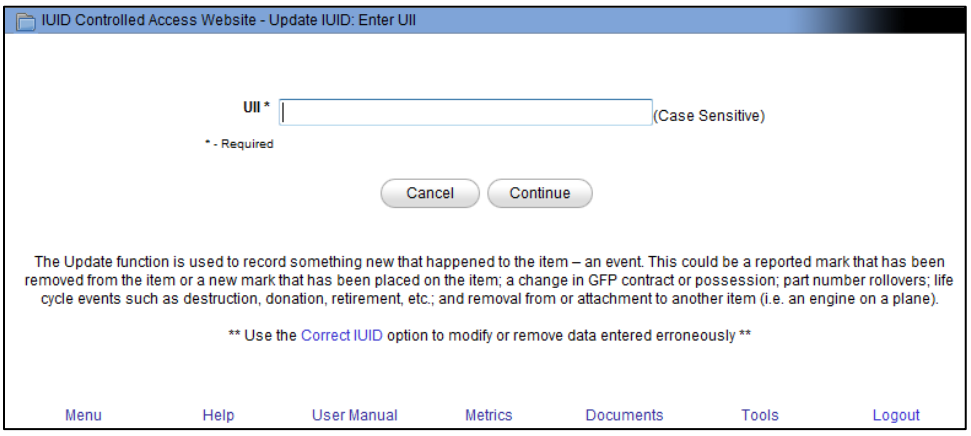


Figure 5 - 45. Update IUID: Enter UII Page

Enter the UII of the item to be updated in the field provided and click on the **Continue** button. Note: The UII is a case-sensitive code. The Update IUID page for that UII is displayed as shown in Figure 5-46.

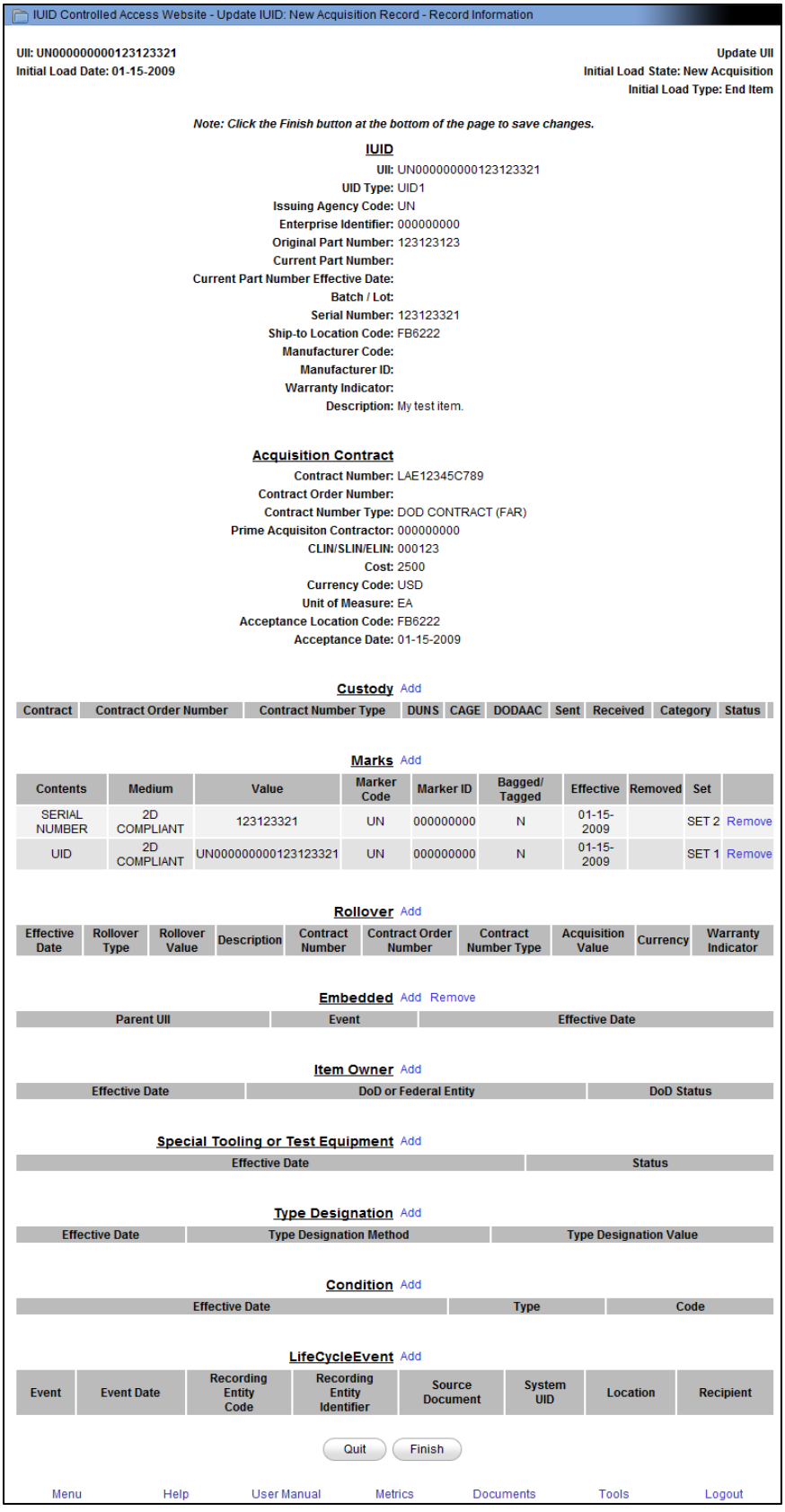


Figure 5 - 46. Update IUID: Record Information Page

The Update IUID page shown in Figure 5-46 is a compilation of current and active data only for the IUID Record—IUID, Acquisition Contract, Custody, Marks data, Rollovers, Embedded, Item Owner, Special Tooling or Test Equipment, Type Designation, Condition, and Life Cycle Event. The Action links on the Update IUID page are:

Custody	Add
Marks	Add Remove
Rollover	Add
Embedded	Add Remove
Item Owner	Add
Special Tooling or Test Equipment	Add
Type Designation	Add
Condition	Add
Life Cycle Event	Add

Click on the link for the section that needs to be updated.

Add Custody

When an item moves from government hands to a contractor or vice versa, a custody record is required to indicate the change. This record gives the custodian the access to see the item and perform other update events on that item—for example, part number rollovers or adding marks. When **Add Custody** is selected, the Update IUID – Custody page is displayed as shown in Figure 5-47.

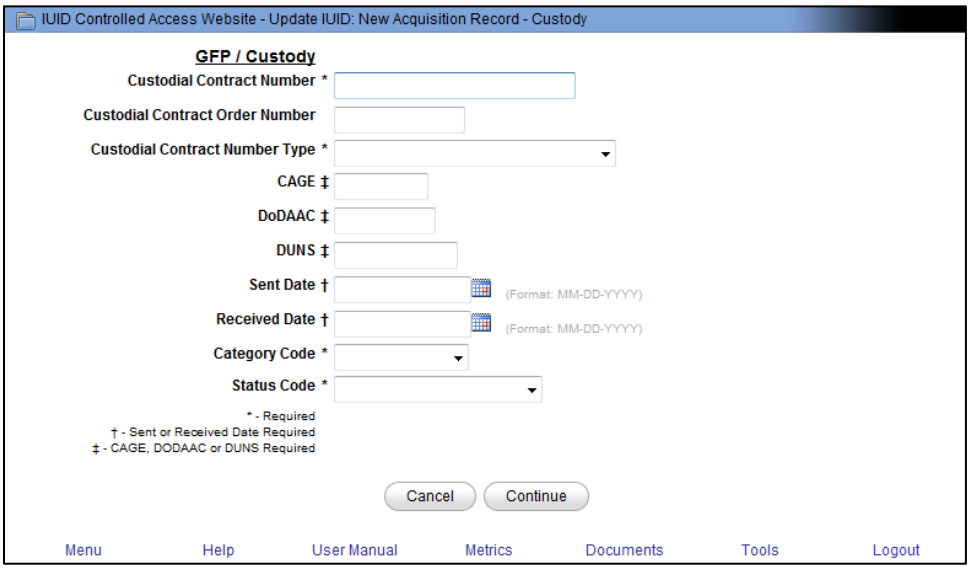
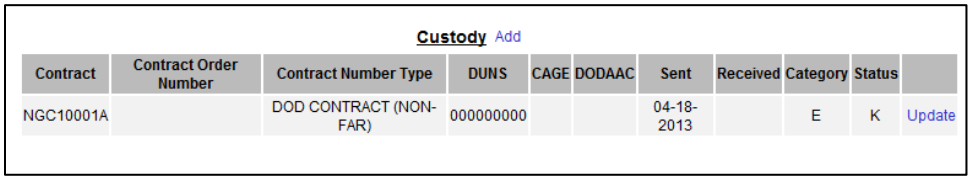


Figure 5 - 47. Update IUID – Custody Page

Add GFP/Custody data. Custodial Contract Number, Custodial Contract Order Number, Custodial Contract Number Type, CAGE or DoDAAC or DUNS, Category Code, and Status Code are required. See Appendix B for data field explanations. When satisfied with entries, click on the **Continue** button. The Update IUID Record Information Page is redisplayed with the Custody information added as shown in Figure 5-48.



Custody Add

Contract	Contract Order Number	Contract Number Type	DUNS	CAGE	DODAAC	Sent	Received	Category	Status	
NGC10001A		DOD CONTRACT (NON-FAR)	000000000			04-18-2013		E	K	Update

Figure 5 - 48. Custody Added

Notice that in the above example, the Received date is missing, and there is an Update link added in the far right column. When the item has been received by the new item custodian, the information must be updated. To do this, click on the **Update** link. The IUID Update – Custody page is displayed as shown in Figure 5-49.

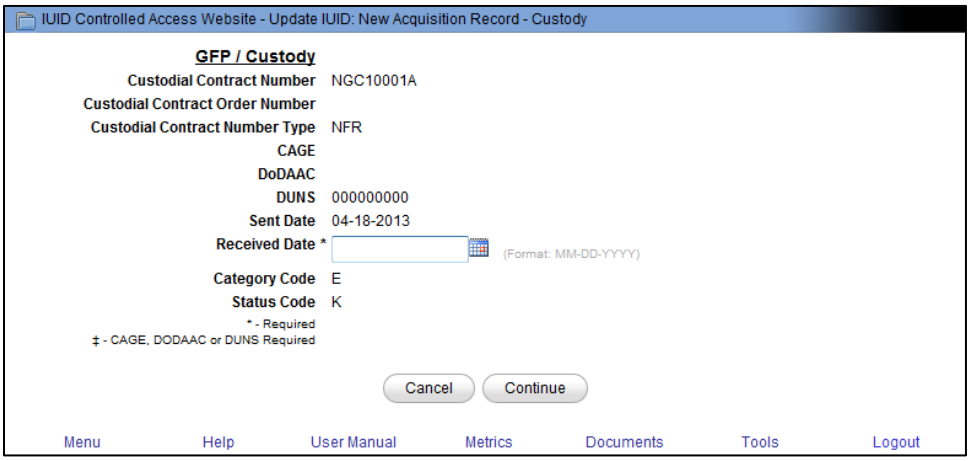


Figure 5 - 49. Update IUID – Custody Page

Enter the Received Date in the field provided, and click on the **Continue** button. The Update IUID Record Information Page is redisplayed. Click on the **Finish** button at the bottom of the Update IUID Record Information page, Figure 5-46. An IUID Updated message is displayed as shown in Figure 5-50.

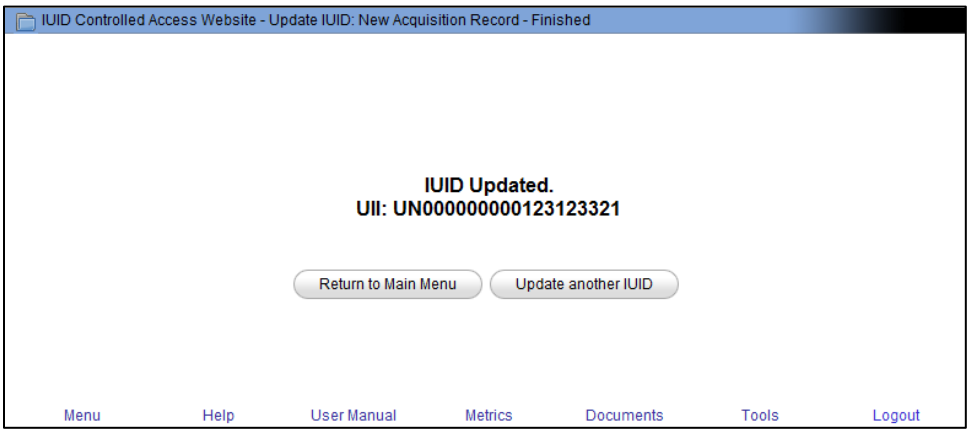


Figure 5 - 50. IUID Updated Message

Return to the menu page by clicking on the **Return to Main Menu** button, or select another IUID by clicking on the **Update another IUID** button.

Important: If a contractor is unable to access an item to record a custody change for an item of GFP, they should enter a receipt notice in Wide Area Work Flow (WAWF) via the property transfer process (https://wawf.eb.mil).

Add Marks

When a new physical mark is added to an item, the item's IUID registration record needs to be updated. Use the Add Marks function to add this information. When **Add Marks** is selected, the Update IUID - Marks, page is displayed as shown in Figure 5-51.

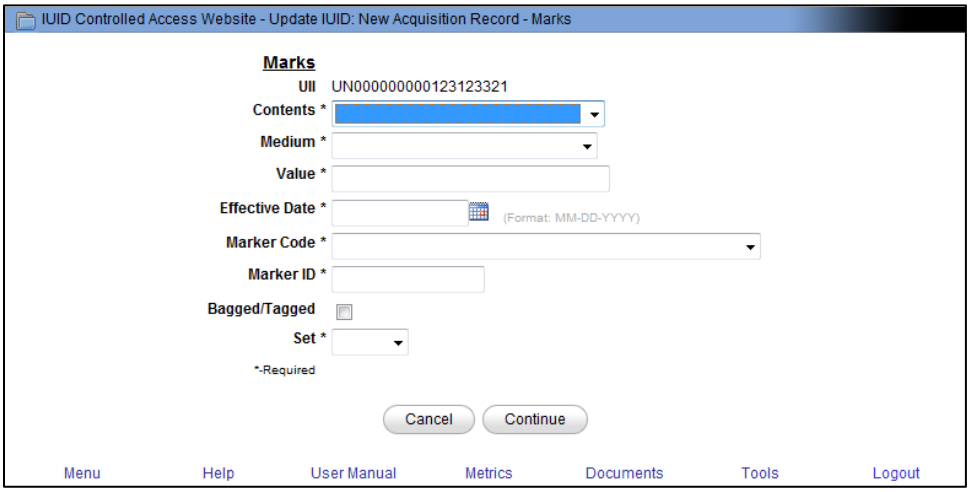
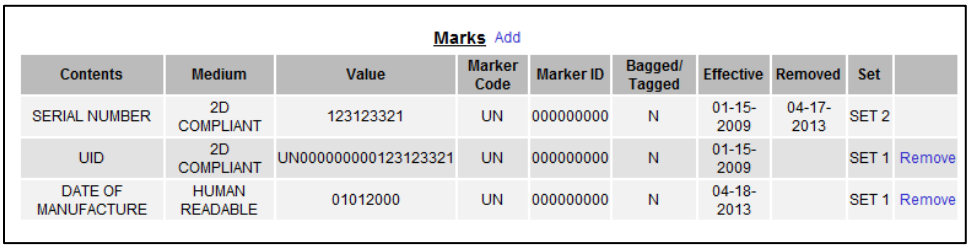


Figure 5 - 51. Update IUID – Marks Page

Add Marks data. All fields are required. See Appendix B for data field explanations. When satisfied with entries, click on the **Continue** button. The Update IUID Record Information page is displayed with the new data added as shown in Figure 5-52.



Marks Add

Contents	Medium	Value	Marker Code	Marker ID	Bagged/ Tagged	Effective	Removed	Set	
SERIAL NUMBER	2D COMPLIANT	123123321	UN	000000000	N	01-15-2009	04-17-2013	SET 2	
UID	2D COMPLIANT	UN000000000123123321	UN	000000000	N	01-15-2009		SET 1	Remove
DATE OF MANUFACTURE	HUMAN READABLE	01012000	UN	000000000	N	04-18-2013		SET 1	Remove

Figure 5 - 52. IUID Update Record Information Page—Marks

Click on the **Finish** button at the bottom of the IUID Update page, Figure 5-46. An IUID Updated message is displayed as shown in Figure 5-50.

Note: Marks are critical for identifying items. Please enter all physical marks.

Remove Marks

Note: The IUID Registry does not allow the removal of a Mark if doing so violates the Marks rules as listed on Page 25.

Marks can be removed from an item by clicking on the Remove link. However, you must first add another mark or IUID will display an error. When **Remove** is selected, the Update Marks page is displayed with a required **Removal Date** field added as shown in Figure 5-53.

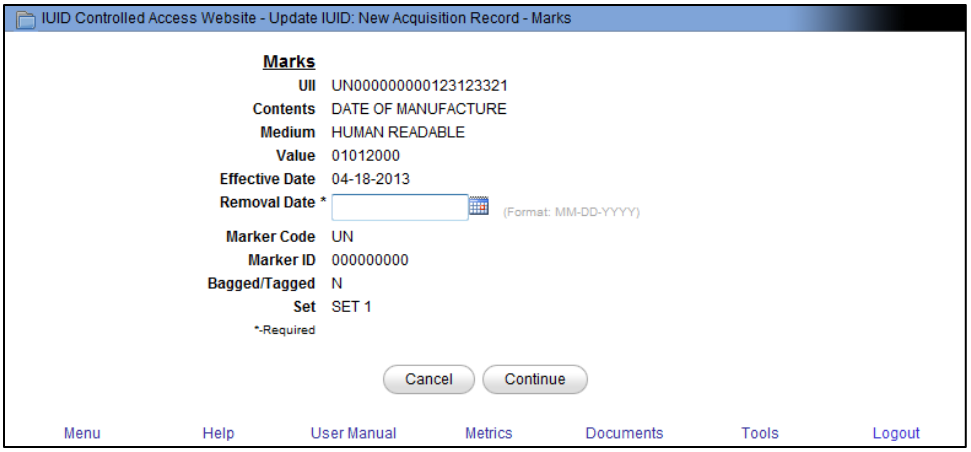


Figure 5 - 53. Marks Removal

To remove the mark data, enter a date either by selecting it from the calendar or by typing it in. Click on the **Continue** button. Click the **Cancel** button to cancel the removal of the mark. When Continue is selected, the date entered is added to the Removed column as shown in Figure 5-54.

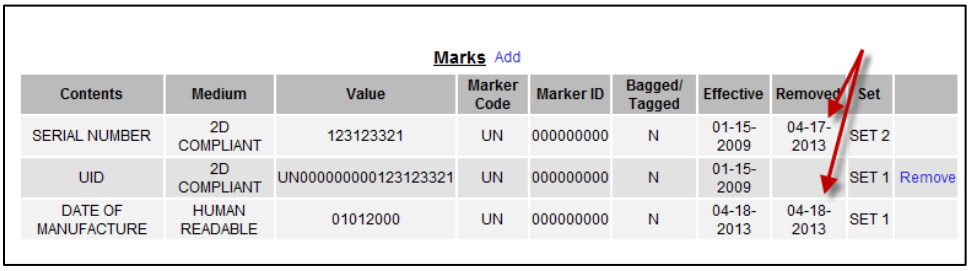


Figure 5 - 54. IUID Update Page—Mark Removed

Click on the **Finish** button at the bottom of the IUID Update page, Figure 5-46. An IUID Updated message is displayed as shown in Figure 5-50.

Add Rollover

When **Add Rollover** is selected, the Update IUID:GFP Item Record – Rollover page is displayed as shown in Figure 5-55.

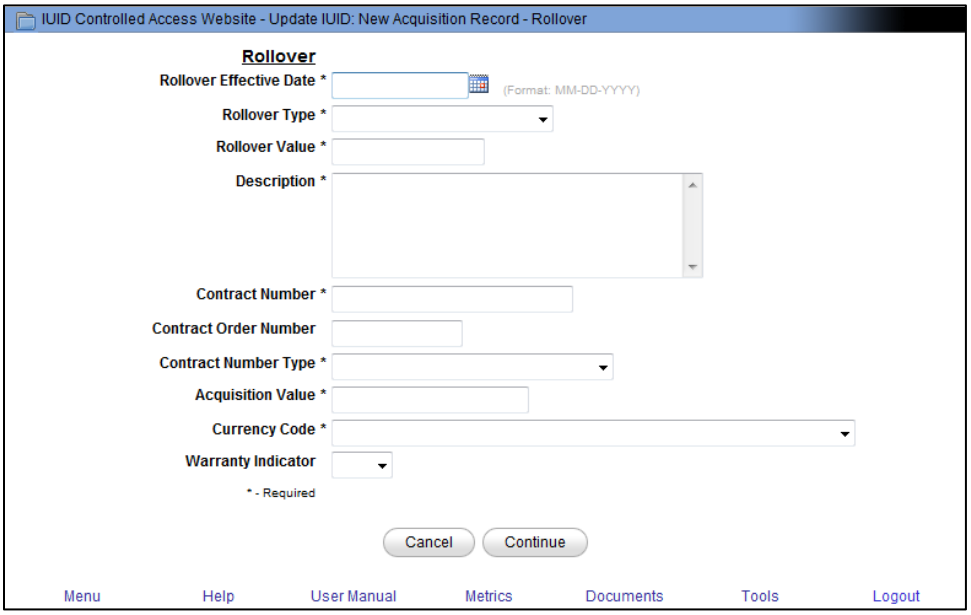
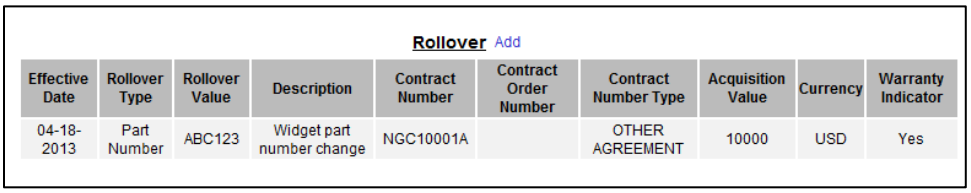


Figure 5 - 55. Update IUID – Rollover Page

Enter required data entry fields: Rollover Effective Date, Rollover Type (Batch or Part Number), Rollover Value, Description, Contract Number, Contract Order Number, Contract Number Type, Acquisition Value, and Currency Code. Warranty Indicator is optional. See Appendix B for data field explanations. When satisfied with entries, click on the **Continue** button. The Update IUID page is redisplayed with the Rollover information added as shown in Figure 5-56.



Rollover Add

Effective Date	Rollover Type	Rollover Value	Description	Contract Number	Contract Order Number	Contract Number Type	Acquisition Value	Currency	Warranty Indicator
04-18-2013	Part Number	ABC123	Widget part number change	NGC10001A		OTHER AGREEMENT	10000	USD	Yes

Figure 5 - 56. Update IUID Page – Rollover Added

Click on the **Finish** button at the bottom of the Update IUID page, Figure 5-46. An IUID Updated message is displayed as shown in Figure 5-50.

Embed in or Remove from a Parent

When **Add** or **Remove** is selected from the Embed section, the Update IUID Embed Parent page is displayed similar Figure 5-57.

NOTE: All embed actions occur from the perspective of the "child item". The update is made to the Child Item, not the Parent Item.

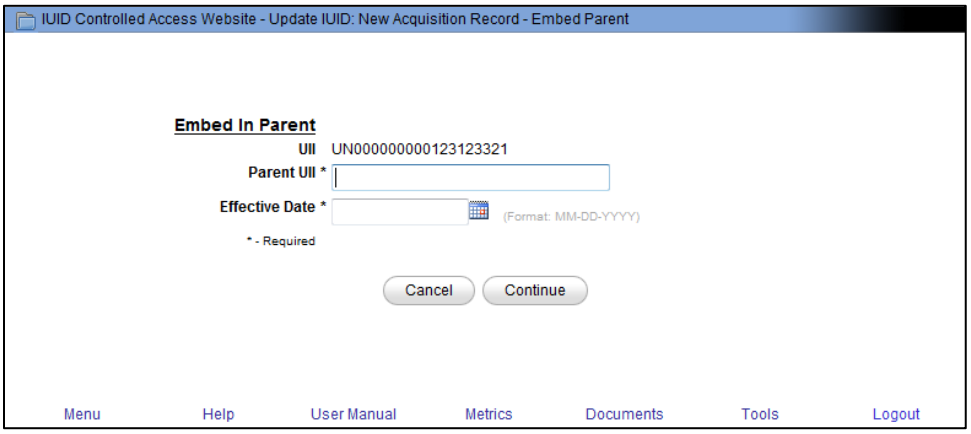


Figure 5 - 57. Update IUID – Embed Parent UII Selection Page

Because Add was selected for the example, Embed in Parent is shown. Page will read Remove from Parent when Remove is selected. Enter the Parent UII and the effective date of the change, and click on the **Continue** button. Note: The UII is a case-sensitive code. The Parent is added or removed, and the event is recorded on the Update IUID page as shown in Figure 5-58.

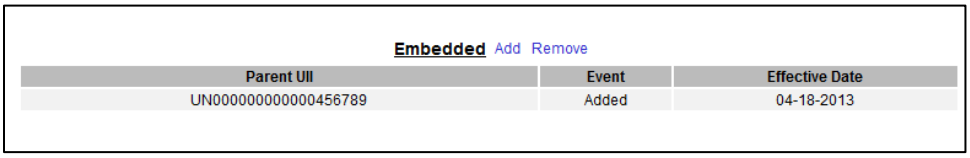


Figure 5 - 58. Embedded Update Recorded

Click on the **Finish** button at the bottom of the Update IUID page, Figure 5-46. An IUID Updated message is displayed as shown in Figure 5-50.

Item Owner

As an item's ownership is moved from one entity to another, the change is captured in the IUID Registry. Click on the **Add** link next to Item Owner to enter ownership information. The Item Owner form is displayed similar to Figure 5-59.

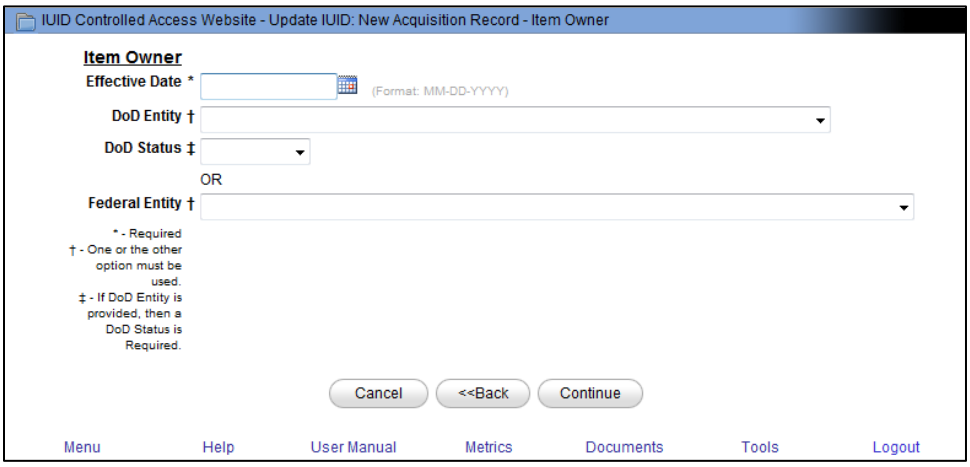


Figure 5 - 59. Item Owner Entry Form

Enter an effective date. Select DoD entity and DoD status or Federal Entity from the drop-down lists. See Appendix B for field explanations. When satisfied with entries, click the **Continue** button.

The item owner information is recorded on the Update IUID page similar to Figure 5-60.

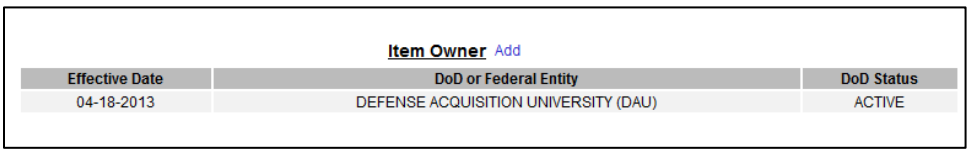


Figure 5 - 60. Item Owner Information Displayed

Special Tooling or Test Equipment

Note that Special Tooling or Special Test Equipment information is required on update if not already recorded.

The next section displayed is the Special Tooling or Special Test Equipment page similar to Figure 5-61.

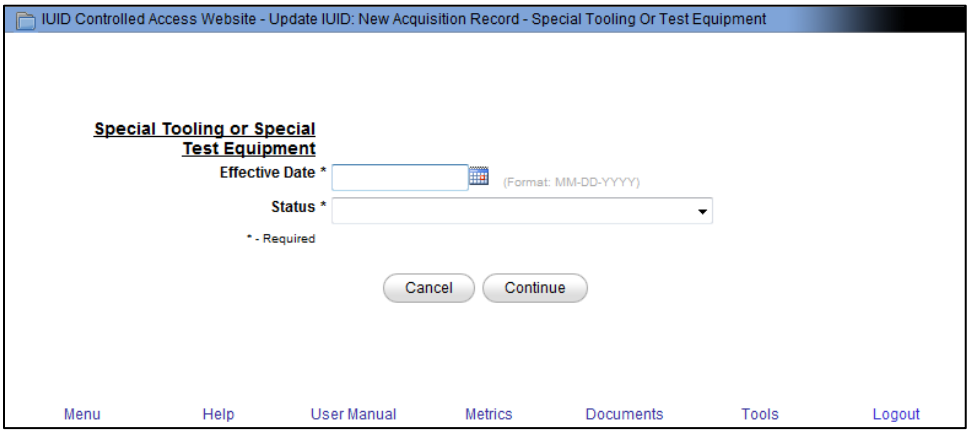


Figure 5 - 61. Special Tooling or Special Test Equipment Entry Form

Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button.

The Special Tooling or Test Equipment information is recorded on the Update IUID page similar to Figure 5-62.

Figure 5 - 62. Special Tooling or Test Equipment Displayed

Type Designation

Changes to an item's type designation can be recorded in the Update function of the IUID Registry. Click on the **Add** link next to Type Designation to display the Type Designation form similar to Figure 5-63.

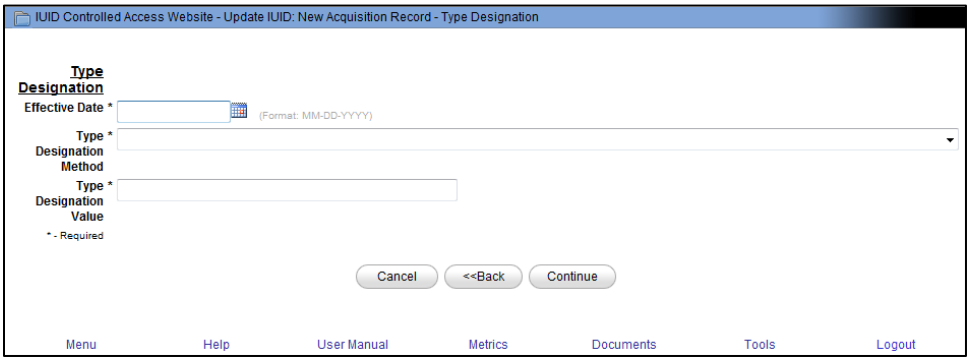


Figure 5 - 63. Type Designation Entry Form

Enter the effective date of the designation, select the Type Designation Method from the drop-down menu, and enter the Type Designation Value. Then click **Continue**. See Appendix B for field explanations. Selections include the following:

- Aerospace Engines, Airbreathing (MIL-HDBK-1812)
- Aerospace Engines, Non-airbreathing (MIL-HDBK-1812)
- Aerospace Equipment and Support Equipment (MIL-HDBK-1812)
- Army Nomenclature System (MIL-STD-1464A)
- Groups and Units (MIL-HDBK-1812)
- Joint Electronics Type Designation System (A/N) (MIL-STD-196E)
- Naval Vessel Registration System (SECNAV INSTRUCTION 5030.8)
- Naval Vessel Registration System (SECNAV Instruction 5030.8)
- Navy Mark/Mod Nomenclature System (MIL-STD-1661)
- Photographic Equipment (MIL-HDBK-1812)
- U.S. Military Aerospace Vehicle Designation – Aircraft (DoD Directive 4120.15)
- U.S. Military Aerospace Vehicle Designation – Missiles, Rockets, Probes, and Satellites (DoD Directive 4120.15).

Condition

Changes to an item's condition are recorded in the Condition section of the record. There are two types of conditions: supply or disposal. The Condition page allows recording of the Condition type, the condition code, and the effective date of the condition code. Both a supply and a disposal code may be needed to provide the correct overall condition. The Condition Codes available on the drop-down menu will depend on the Type of Condition selected.

If an item whose condition status changes contains embedded items, the condition of each embedded item shall be updated with the same condition status.

Click **Add** next to the Condition heading. The Condition page is displayed similar to Figure 5-64.

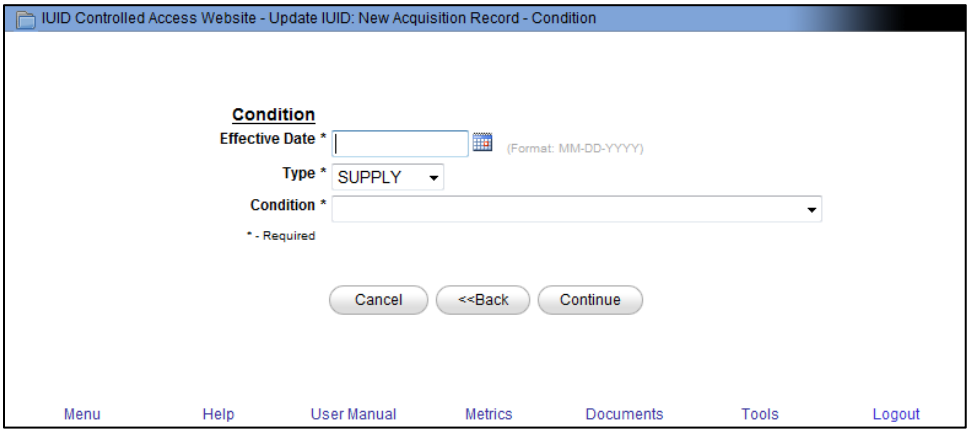


Figure 5 - 64. Update – Condition

Enter Effective Date, Type, and Condition. Then click the **Continue** button. The Condition is recorded on the Update IUID page similar to Figure 5-65.

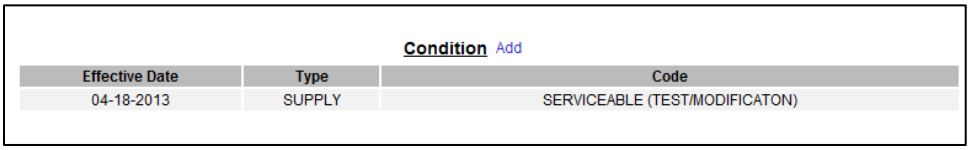


Figure 5 - 65. Condition Added

Life Cycle Event

When an item leaves DoD inventory, its status, or life cycle event, can be changed in the IUID Registry. To record a life cycle event to an item, click on the **Add** link next to Life Cycle Event. The Update IUID – Life Cycle Event page is displayed as shown in Figure 5-66.

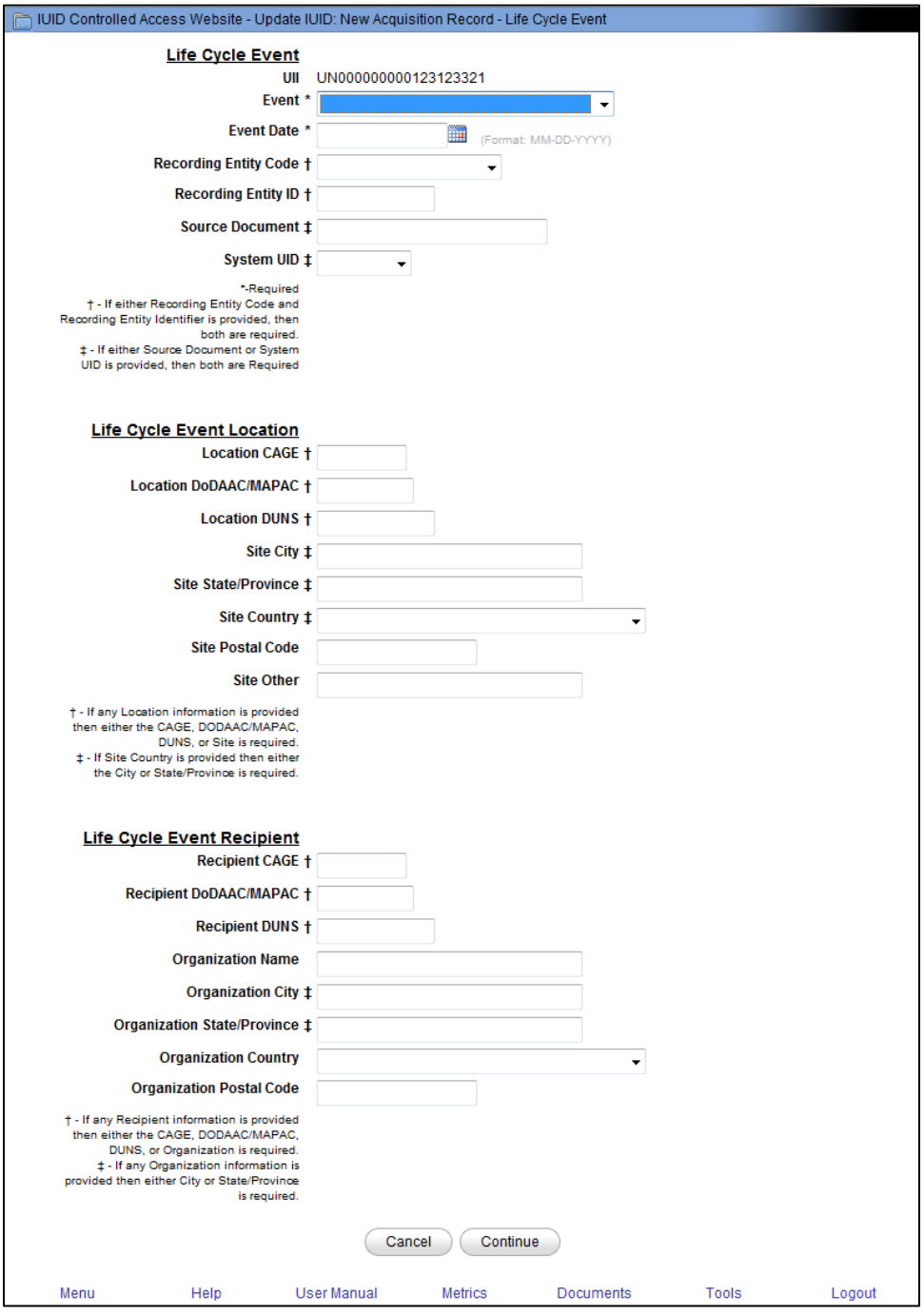


Figure 5 - 66. Update IUID: Life Cycle Event Page

The following fields are mandatory: Event and Event Date. Enter necessary information in the area that is relevant to the event. Note that one of CAGE, DoDAAC/MAPAC, DUNS, or Site is required for Life Cycle Event Location. Life Cycle Event Location is used for the location that an event happened, for example, where the item was destroyed. One of CAGE, DoDAAC/MAPAC, DUNS, or Organization is required for Life Cycle Event Recipient. Life Cycle Event Recipient is used when the item has changed locations, for example, the item has been donated to an organization. Name, country, and one of city or state are required when organization is selected as the Life Cycle Event

Recipient. In addition, if the Life Cycle Event is SOLD-FOREIGN GOVT, then the Recipient Organization Country is a required field. See Appendix B for more information.

NOTE: Life Cycle Events are not used to report custodial transfers of Government Furnished Property. The Add Custody function discussed on page 49 should be used to report a UII's custodial activity.

Select an event from the Event drop-down menu. Possible events include: abandoned, consumed, destroyed by accident, destroyed by combat, donated, exchanged – repair, exchanged – sold, exchanged – warranty, expended – experimental/target, expended – normal use, leased, loaned, lost, reintroduced, retired, scrapped, sold – foreign government, sold – historic, sold – nongovernment, sold – other federal, sold – state/local, and stolen. Definitions of these events are available on the second tab of the UID Elements Structure at: http://www.acq.osd.mil/dpap/pdi/uid/attachments/IUID_elements_structure_v4_1.0.xls.

Enter all data as pertains to the life cycle event of the UII. When satisfied with entries, click on the **Continue** button. The Update IUID page is displayed with the Life Cycle Event section appearing similar to Figure 5-67.

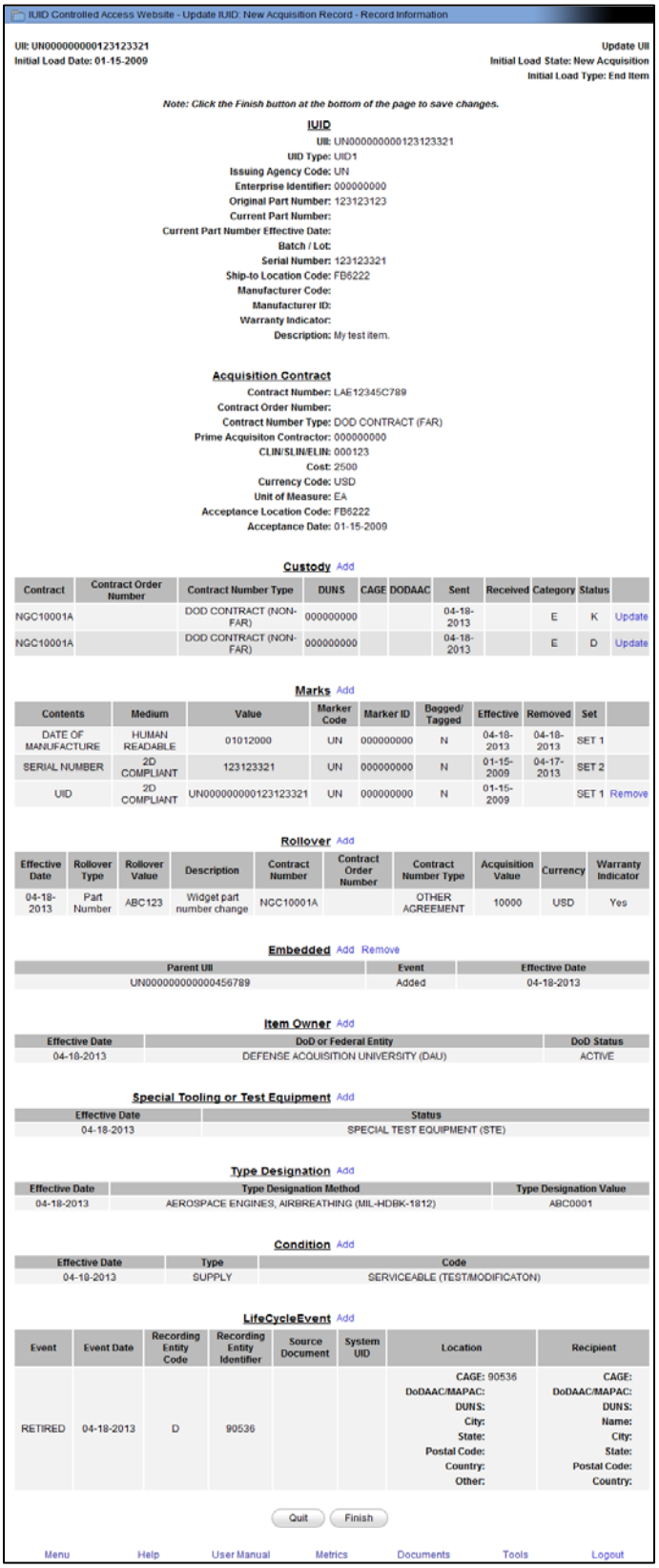
LifeCycleEvent Add

Event	Event Date	Recording Entity Code	Recording Entity Identifier	Source Document	System UID	Location	Recipient
RETIRED	04-18-2013	D	90536			CAGE: 90536 DoDAAC/MAPAC: DUNS: City: State: Postal Code: Country: Other:	CAGE: DoDAAC/MAPAC: DUNS: Name: City: State: Postal Code: Country:

Figure 5 - 67. Life Cycle Event Added

Note: In the event that DLA Disposition Services has possession of the item, Disposal activities may enter the Life Cycle Event update. They do not need to notify the contractor or legacy submitter.

When all sections have been updated and added to, the Update IUID Record Information Page now appears similar to Figure 5-68.



IUID Controlled Access Website - Update IUID: New Acquisition Record - Record Information

UII: UN000000000123123321
Initial Load Date: 01-15-2009

Update UII
Initial Load State: New Acquisition
Initial Load Type: End Item

Note: Click the Finish button at the bottom of the page to save changes.

IUID

UII: UN000000000123123321
UID Type: UID1
Issuing Agency Code: UN
Enterprise Identifier: 000000000
Original Part Number: 123123123
Current Part Number:
Current Part Number Effective Date:
Batch / Lot:
Serial Number: 123123321
Ship-to Location Code: FB6222
Manufacturer Code:
Manufacturer ID:
Warranty Indicator:
Description: My test item.

Acquisition Contract

Contract Number: LAE12345C789
Contract Order Number:
Contract Number Type: DOD CONTRACT (FAR)
Prime Acquisiton Contractor: 000000000
CLIN/SLIN/ELIN: 000123
Cost: 2500
Currency Code: USD
Unit of Measure: EA
Acceptance Location Code: FB6222
Acceptance Date: 01-15-2009

Custody Add

Contract	Contract Order Number	Contract Number Type	DUNS	CAGE	DODAAC	Sent	Received	Category	Status	
NGC10001A		DOD CONTRACT (NON-FAR)	000000000			04-18-2013		E	K	Update
NGC10001A		DOD CONTRACT (NON-FAR)	000000000			04-18-2013		E	D	Update

Marks Add

Contents	Medium	Value	Marker Code	Marker ID	Bagged/ Tagged	Effective	Removed	Set	
DATE OF MANUFACTURE	HUMAN READABLE	01012000	UN	000000000	N	04-18-2013	04-18-2013	SET 1	
SERIAL NUMBER	2D COMPLIANT	123123321	UN	000000000	N	01-15-2009	04-17-2013	SET 2	
UID	2D COMPLIANT	UN000000000123123321	UN	000000000	N	01-15-2009		SET 1	Remove

Rollover Add

Effective Date	Rollover Type	Rollover Value	Description	Contract Number	Contract Order Number	Contract Number Type	Acquisition Value	Currency	Warranty Indicator
04-18-2013	Part Number	ABC123	Widget part number change	NGC10001A		OTHER AGREEMENT	10000	USD	Yes

Embedded Add Remove

Parent UII	Event	Effective Date
UN000000000000456789	Added	04-18-2013

Item Owner Add

Effective Date	DoD or Federal Entity	DoD Status
04-18-2013	DEFENSE ACQUISITION UNIVERSITY (DAU)	ACTIVE

Special Tooling or Test Equipment Add

Effective Date	Status
04-18-2013	SPECIAL TEST EQUIPMENT (STE)

Type Designation Add

Effective Date	Type Designation Method	Type Designation Value
04-18-2013	AEROSPACE ENGINES, AIRBREATHING (MIL-HDBK-1812)	ABC0001

Condition Add

Effective Date	Type	Code
04-18-2013	SUPPLY	SERVICEABLE (TEST/MODIFICATON)

LifeCycleEvent Add

Event	Event Date	Recording Entity Code	Recording Entity Identifier	Source Document	System UID	Location	Recipient
RETIRED	04-18-2013	D	90536			CAGE: 90536 DoDAAC/MAPAC: DUNS: City: State: Postal Code: Country: Other:	CAGE: DoDAAC/MAPAC: DUNS: Name: City: State: Postal Code: Country:

Quit Finish

Menu Help User Manual Metrics Documents Tools Logout

Figure 5 - 68. Updated IUID Page

Click on the **Finish** button at the bottom of the Update IUID Page. A message is displayed as shown in Figure 5-50.

Return to the menu page by clicking on the **Return to Main Menu** button, or select another IUID by clicking on the **Update another IUID** button.

5.3.2.3 Correct IUID

Use the Correction function to modify or remove existing data, static or dynamic, that was entered in error. Static data corrections include entering data missing from the initial item entry such as Acquisition Cost or Acceptance Date or changing existing values. Corrections can be made to a UII record for 60 days after it is entered on the IUID Registry website.

The Correction function is the only place where the item's entire record or one or more events can be deleted. This action permanently removes the record as if it was never entered. Note that a record that has ever had an embedded record may not be deleted or corrected by the user. Contact the IUID Registry Help Desk for assistance with items that have had embedded records associated with them at iuid.helpdesk@dla.mil or 269-961-4745.

Important: Deletions can be made only if the item has no embedded items or has had no updates or corrections.

Note: Use the Update IUID option to enter new Life Cycle Events.

Legacy User Correct IUID Note: A Legacy user may correct any UIIs that were entered by a user that is related to the same organization; that is, the users signed up for one or more of the same DoDAACs in BRS.

Contractor User Correct IUID Note: A Contractor user may correct any UIIs that were entered by that user via user ID.

To make corrections to an IUID record in the IUID, Acquisition Contract, and CLIN pages, click on the **Correct IUID** option on the IUID Menu. The Correct IUID: Enter UII page is displayed as shown in Figure 5-69.

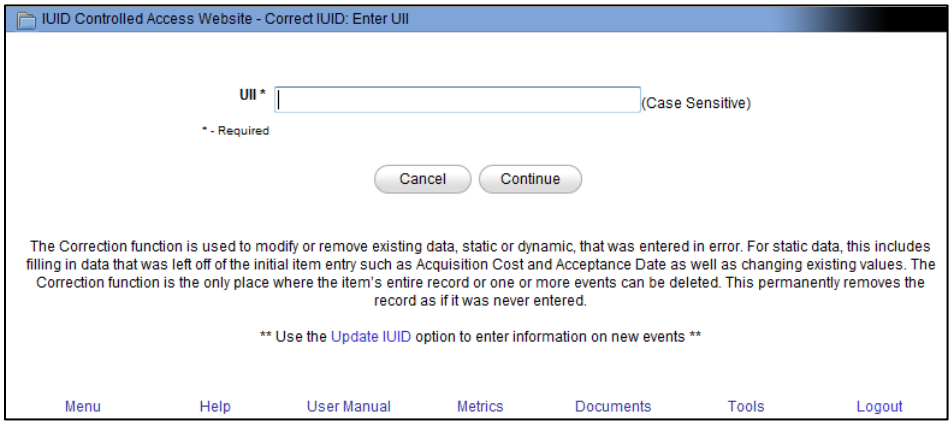


Figure 5 - 69. Correct IUID: Enter UII Page

Enter the UII of the item to be corrected and click on the **Continue** button. Note: The UII is a case-sensitive code. The Correct IUID - Record Information page is displayed as shown in Figure 5-70.

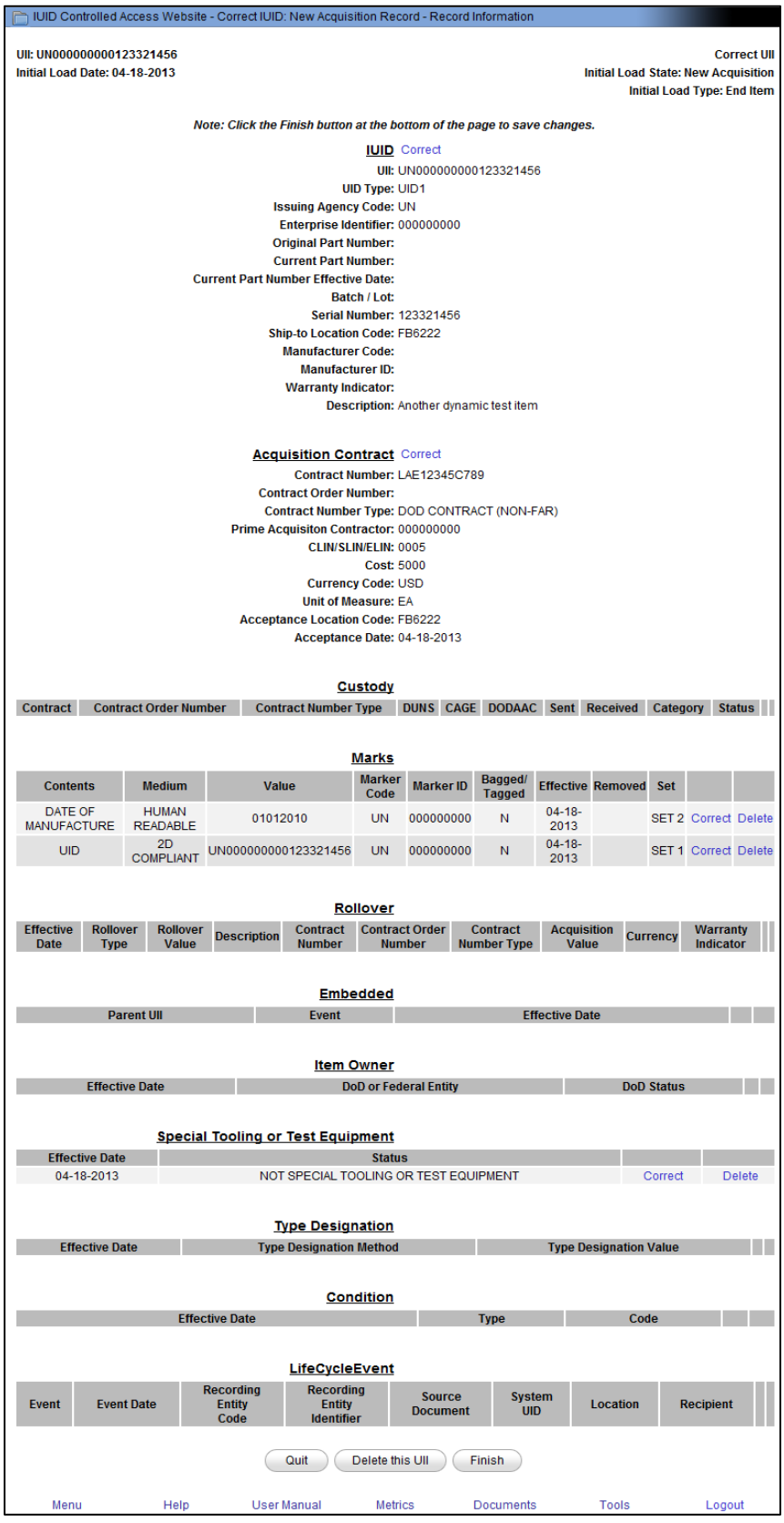


Figure 5 - 70. Correct IUID – Record Information Page

Click on the **Correct** button for the area of the page to be corrected. The editable Correct IUID page for that section is displayed.

Correct IUID Section

When **Correct** next to IUID is selected, the Correct IUID page is shown in Figure 5-71.

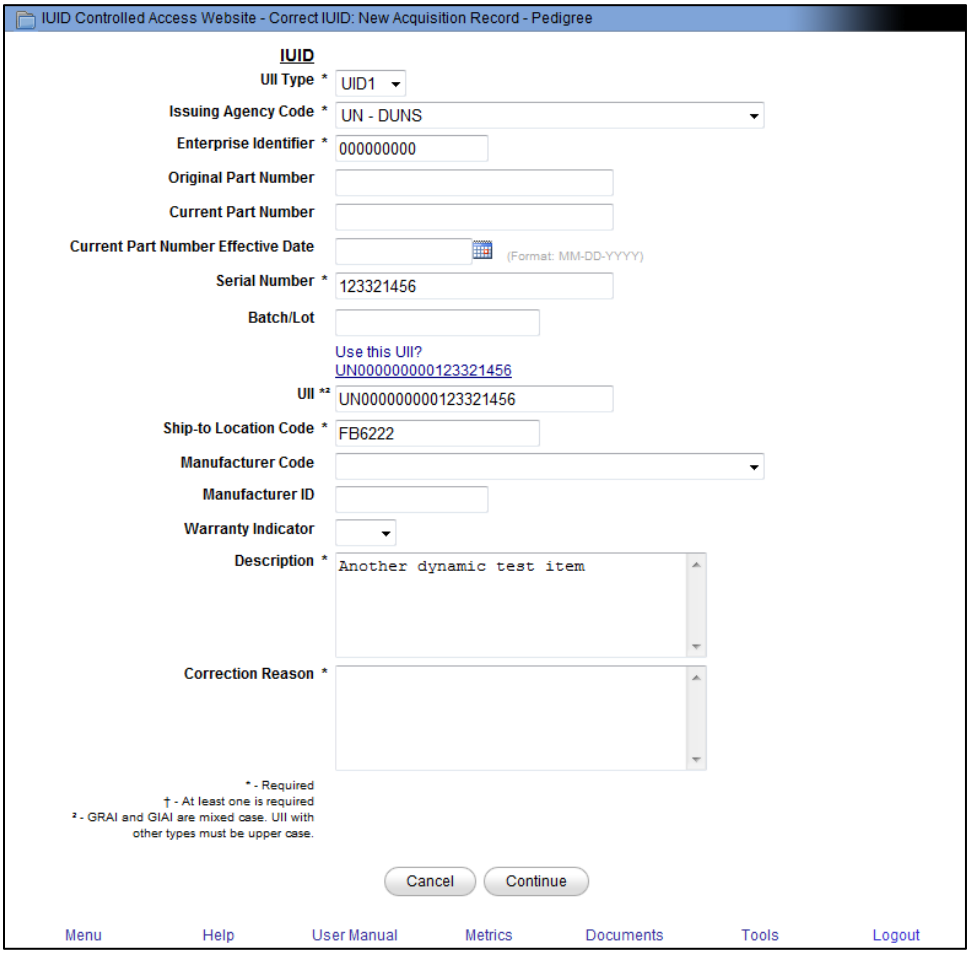


Figure 5 - 71. Correct IUID Page – IUID Section

Make corrections as necessary. Remember that if the Enterprise Identifier or Serial Number or possibly Batch/Lot number is changed, the suggested UII will also change. Be sure to click on the new suggested UII to change it also. Enter a Correction Reason and click **Continue**. The Correct IUID record information page is displayed.

Two notes about Corrections:

1. Any UII change should necessitate making a Mark correction and a physical Mark fix at the user's end.

2. Part Number Rollovers do not justify a Correction to change a UII. Rollovers are Updates not Corrections.

Correct Acquisition Contract Section

The Correct IUID:Acquisition Contract page is shown in Figure 5-72.

Figure 5 - 72. Correct IUID Page – Acquisition Contract Page

Note: Embedded items inherit their parent's Acquisition Contract information at the time of acceptance; therefore, if you want to correct Acquisition Contract information on an embedded item, you must go to the parent item first and correct the information there. Corrections made to the parent item's Acquisition Contract information are automatically changed in the embedded item. Corrections cannot be made to the child Acquisition Contract information for items entered as New:Embedded. Embedded end items do not inherit ACQ info and, therefore, can be corrected.

The Custody, Marks, Rollover, Embedded, and Lifecycle Event sections are displayed at the bottom of the Correct IUID page. These sections will be editable according to the access of the contractor and the status of the item. A correct link or delete link will be displayed in each section that may be corrected. The Marks section will be used as an example of the correction process.

Correct Marks Section

Select the **Correct** link in the Marks section to display the Correct IUID page – Marks page as shown in Figure 5-73.

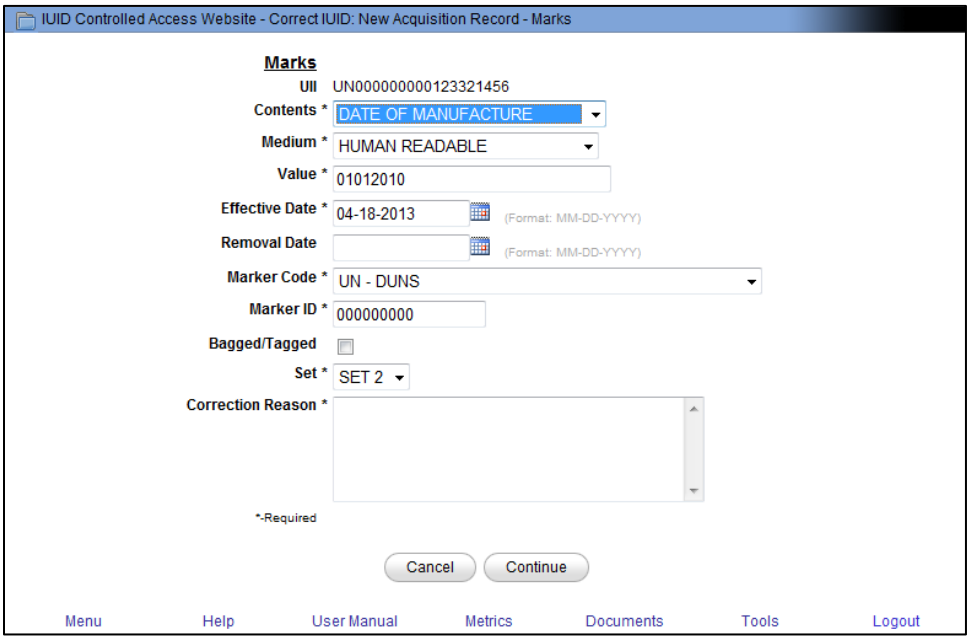


Figure 5 - 73. IUID Correction Page – Marks

Make corrections, enter correction reason, and click on the **Continue** button.

Use the **Delete** link to remove a Mark from an item. Note: IUID Registry does not allow the removal of a Mark if doing so violates the Marks rules as listed on Page 25. Error messages will be displayed as described in Section 5.7 of this SUM.

If a mark is changed to Medium "Defined", a physical mark is required. The Marks Correction page is redisplayed with a message at the top, "DEFINED IUID Mark recorded. Physical Mark required" similar to Figure 5-36. Enter a physical mark and correction reason, and click the **Continue** button.

Correct Embedded

To make a correction to the Embedded Parent, click on the **Correct** link in the Embedded section of the Child Items' Record Information page. The Correct Embedded Parent form is displayed similar to Figure 5-74.

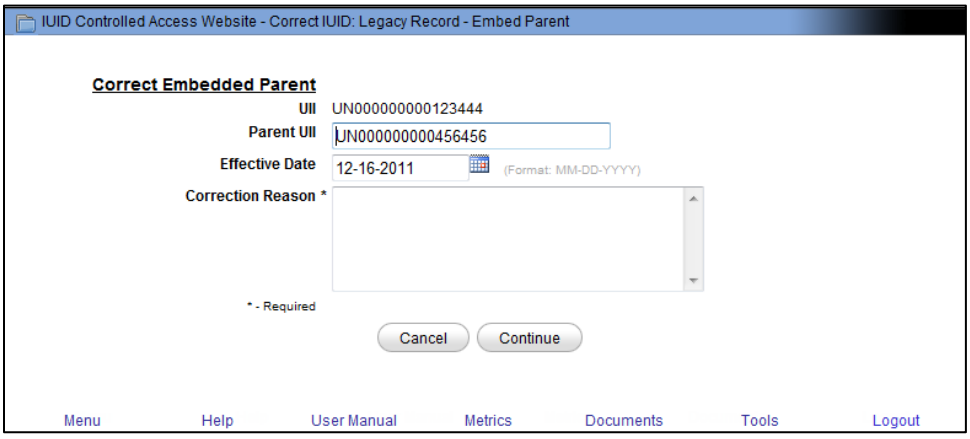


Figure 5 - 74. Correct Embedded Parent Entry Form

Make the necessary corrections and enter a Correction Reason. Click on the **Continue** button when finished. The Record Information page is displayed.

Correct Special Tooling or Special Test Equipment

To make a correction to the Special Tooling or Special Test Equipment section, click on the **Correct** link in that section. The Correct Special Tooling or Special Test Equipment form is displayed similar to Figure 5-75.

Figure 5 - 75. Special Tooling or Special Test Equipment Entry Form

Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button. The Record Information page is displayed.

Correct Condition

To make a correction to the Condition section, click on the **Correct** link in that section. The Correction IUID Condition form is displayed similar to Figure 5-76.

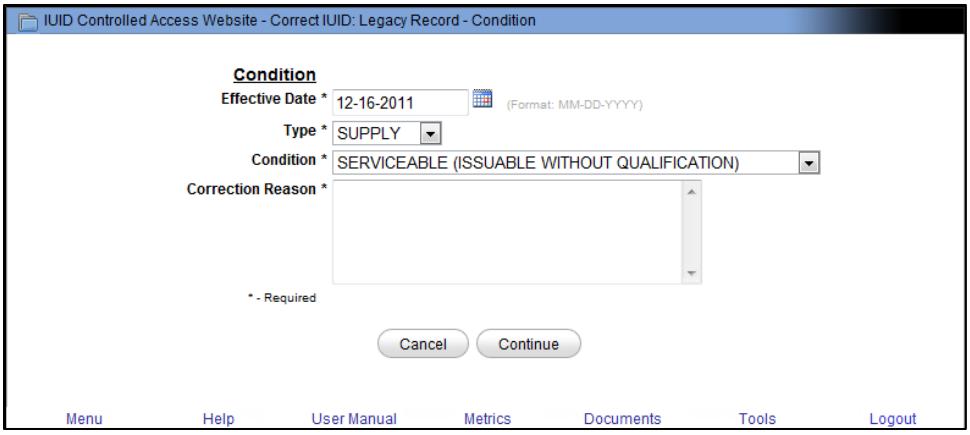


Figure 5 - 76. Correct Condition Form

Select an effective date from the calendar, and then select a type and a condition from the drop-down menus. Type options are Supply and Disposal. Conditions will vary according to the Type selected. Each record can have one of each of the types. Enter a Correction Reason. Click **Continue** when entry is complete.

Corrections Completed

After corrections are made, the Correct IUID Record Information page is displayed again showing the new data as shown in Figure 5-70.

Click on the **Finish** button to complete the correction. The IUID Corrected message is displayed as shown in Figure 5-77.

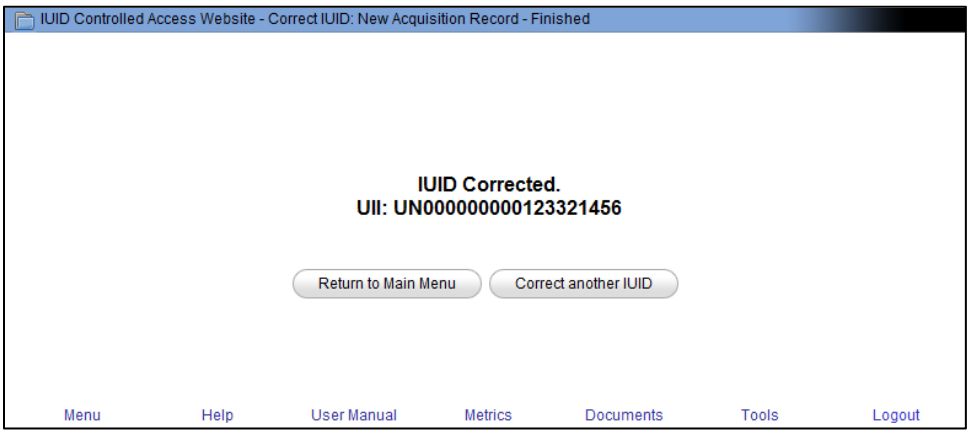


Figure 5 - 77. IUID Corrected Message

Click on the **Return to Main Menu** button to return to the IUID Menu, or click on the **Correct another IUID** button to correct another IUID.

Delete this UII

Click on the **Delete this UII** button at the bottom of the Correct IUID page, Figure 5-70, to delete the record. A confirmation message is displayed similar to Figure 5-78.

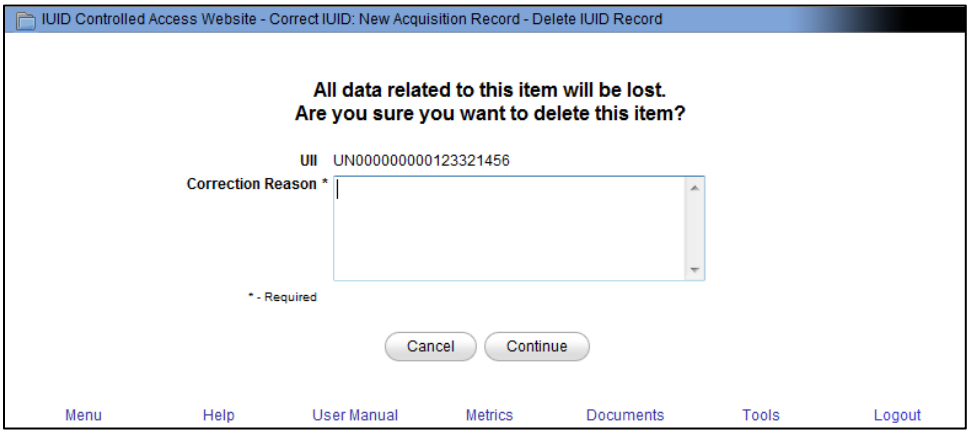


Figure 5 - 78. Delete UII Record

The Correction Reason is required. Enter a Correction Reason in the field provided and click on the **Continue** button. The IUID Main Menu is displayed. Note that a record that currently has or did have an embedded record may not be deleted. In addition, a UII that has been updated or corrected may not be deleted, even within the 60-day window.

5.3.2.4 Update Non-UII GFP

Non UII GFP data is entered into the IUID Registry through a feed of either Non UII by Document or Non UII by Contract sections of the feed. Non UII data can be anything from information to a bucket of bolts. In the Update Non-UII GFP menu option, the only changes that can be made are to an item's condition. The condition code designations available are supply or disposal. Both a supply and a disposal code may be needed to provide the correct overall condition.

If an item whose condition status changes contains embedded items, the condition of each embedded item needs to be updated with the same condition status.

Select the **Update Non UII GFP** link from the menu. The Update Non-UII GFP – Search screen is displayed similar to Figure 5-79.

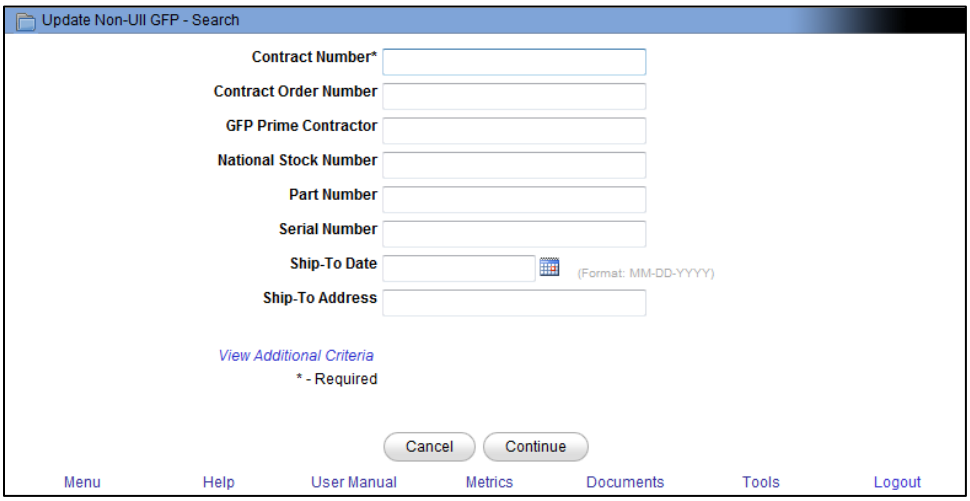


Figure 5 - 79. Update Non-UII GFP – Search Screen

Enter a Contract Number for a known Non UII GFP record. Click the **Continue** button. Results are displayed similar to Figure 5-80.

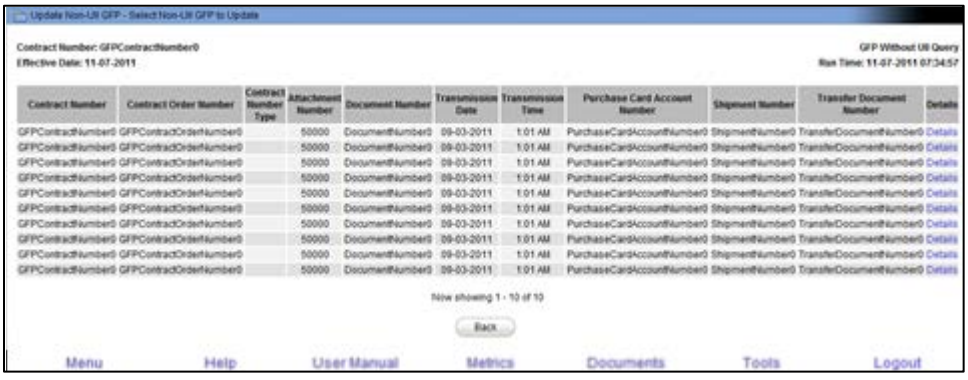


Figure 5 - 80. Search Results

Select a record by clicking on the Details link in the right column. The record opens to display all of its details. The Non UII Details sections appear similar to Figure 5-81.

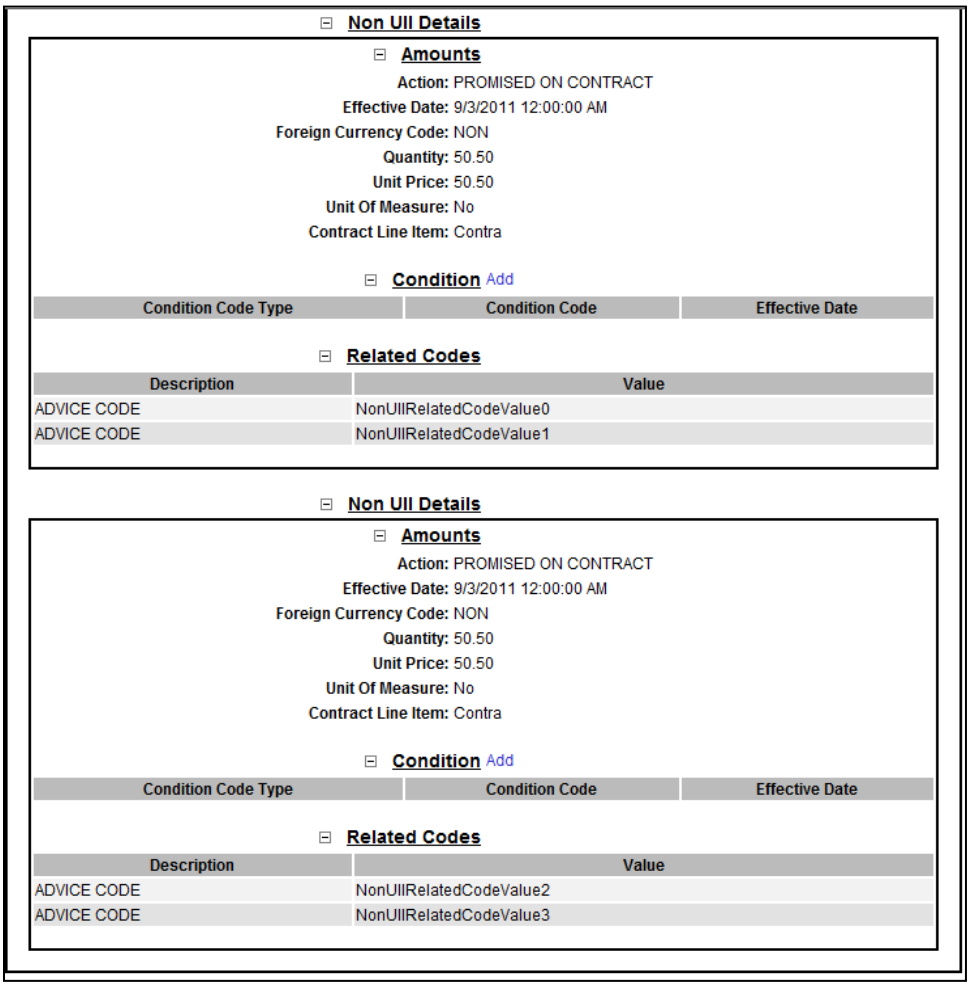


Figure 5 - 81. Record Selected

Click the **Add** link next to a Condition section heading. The Edit Non-UII GFP screen is displayed similar to Figure 5-82.

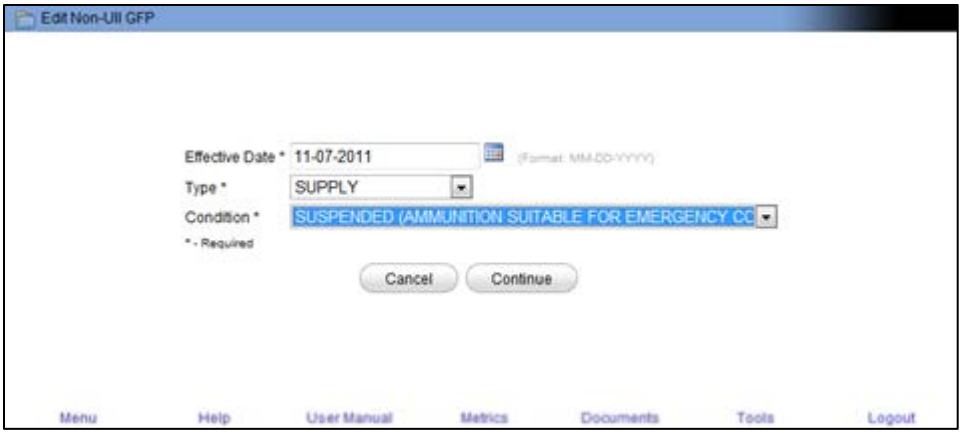


Figure 5 - 82. Edit Non-UII GFP Screen

Select either the ‘SUPPLY’ or ‘DISPOSAL’ **condition type** and then select a **condition** using the drop-down menus. Available Conditions should change depending on the condition type selected.

Select an **Effective Date** and then select **Continue**. The Record Detail screen is displayed with your selected condition added to the Condition section as shown in Figure 5-83.

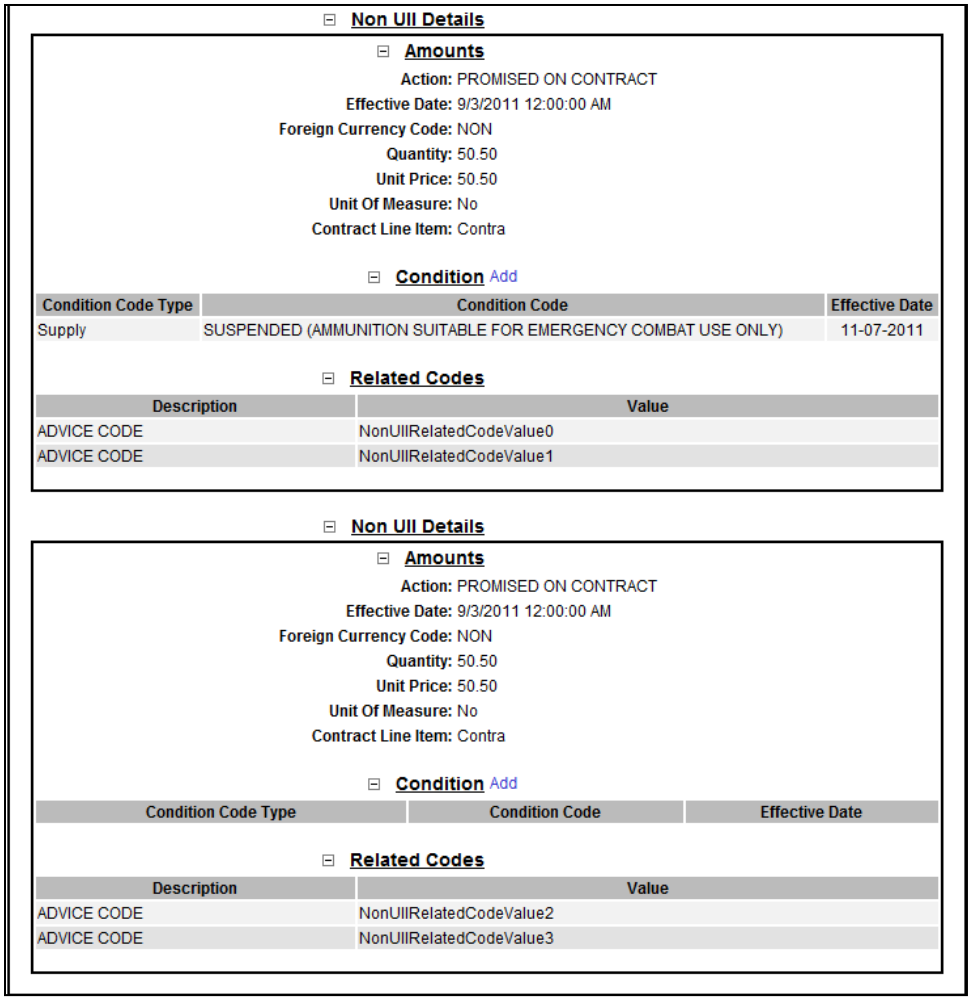


Figure 5 - 83. Condition Code Added

Note that there are only two conditions, Supply and Disposal, and both can be used on the same record. Once both conditions are used, the Add link is no longer available. When satisfied with entries, click on the **Finish** button at the bottom of the page.

5.3.2.5 Queries

The IUID Registry maintains the history of each reported item, and this history is accessible for online queries. Online queries can be made for data from a specified date. That is, if the current date is 02-05-2010 and the request for data is run with an "as of" date 12-31-2009, the data will be provided as of the requested date based on stored effective dates when available and update dates when an effective date is not available. The resulting data returned from a query is determined by the user's access level.

Contractor User Query Note: Contractor users may view query results for records that were entered via their user ID or to which their user ID is related via Prime Contract identifier.

About dates: If no date is entered, the system default date for queries will include "tomorrow" to ensure the return data set allows for any time zone shifts. When returning to the input screen a second time, that date will be visible in the field. Also, future dates beyond “tomorrow” may not be used in a query.

The Queries menu page is displayed when **Queries** is selected from the IUID Main Menu as shown in Figure 5-84.

Figure 5 - 84. Queries Menu

The Queries menu contains eleven different query options: Single Item Query, Contract Query, Composition Query, GFP Reconciliation Query, GFP Custody Query by Contract, GFP Custody Query by CAGE/DUNS, Mark Query, Pedigree Query, Active Serial/Part/Batch Lot Number Query, Part Number Query, User Activity Query, Non UII GFP Query, and User Generated/Saved Queries. Clicking the **<<Back to Main Menu** button returns to the Main Menu page.

The following characteristics are common to most queries and result pages*:

1. Each query result page contains Save ( ) and Print ( ) icons in the upper right-hand corner of the screen. Print and Save will only capture what is displayed on the screen.
2. “Loading, please wait.” is displayed when a query is submitted.
3. All result screens show type of query and run date and time.
4. All result screens have the option to expand or collapse all data.
5. The Global Data Toggle plus sign (⊞) can be used to expand or collapse all the data sections on a page in one click.

6. An option to Generate the Query offline is available for retrieval of query results at a later time.

* User Activity Query and User Generated Saved Queries are the exceptions to these characteristics.

Save Query Result

Click on the **Save** icon to save the query result as an Excel Spreadsheet to a file on your computer. A File Download dialog box is displayed as shown in Figure 5-85.

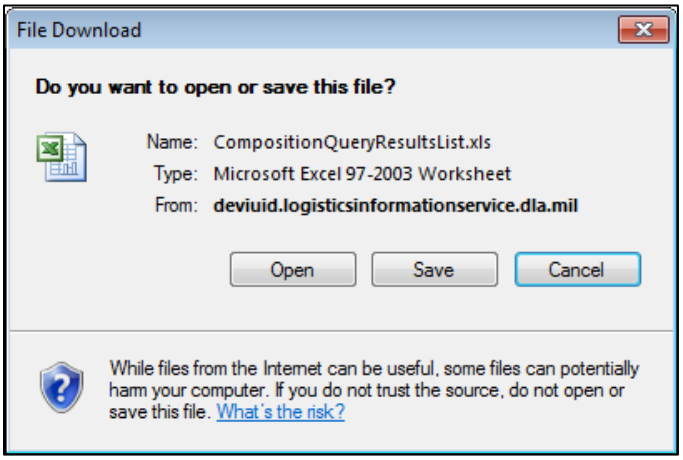


Figure 5 - 85. File Download Dialog Box

Click on the **Save** button to save the file. The data is downloaded and the Save As window is displayed as shown in Figure 5-86.

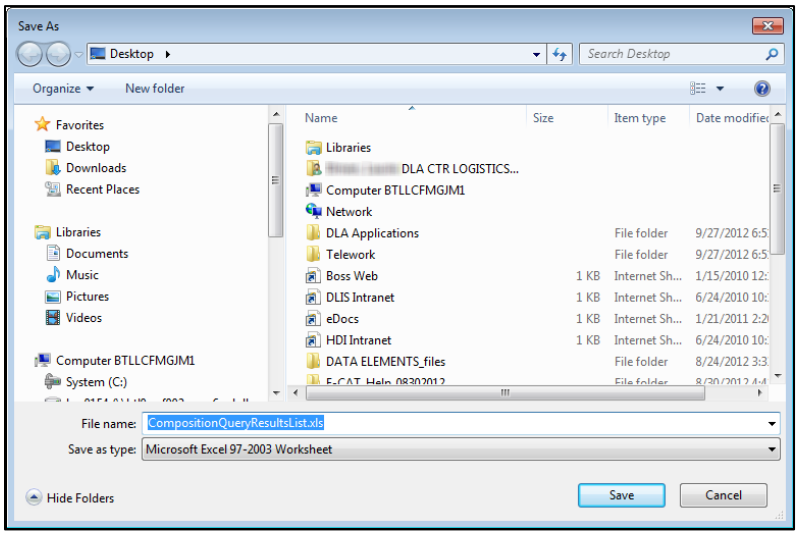


Figure 5 - 86. Save As Window

Select a location to save the file, and enter a file name. Click on the **Save** button. A Download complete dialog box is displayed as shown in Figure 5-87.

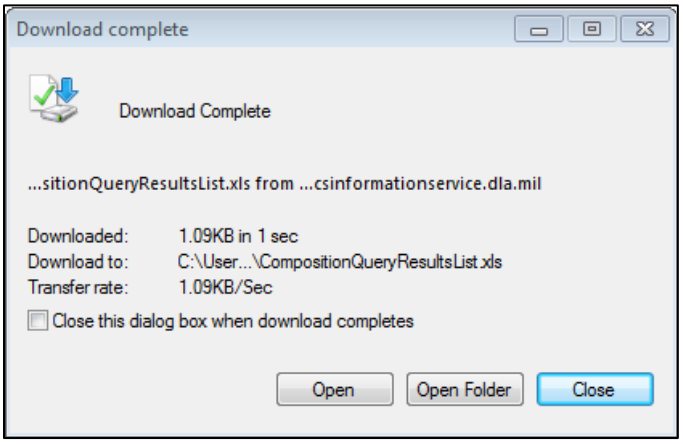


Figure 5 - 87. Download Complete

The file has been saved to the location you specified in the Save As window.

Print Query Result

Click on the Print icon to print the query results. Your system Print dialog box is displayed. Set preferences and select the **Print** button.

Query Result Too Long?

To eliminate the need to visit many pages to save large amounts of data, users now have the ability to download a file in its entirety. Offline queries are retrievable via a link in the user's menu. Based on performance settings, the file may be produced overnight for retrieval the next day. When a query can be performed offline, a **Generate Offline Query** button is displayed on the screen similar to Figure 5-88.

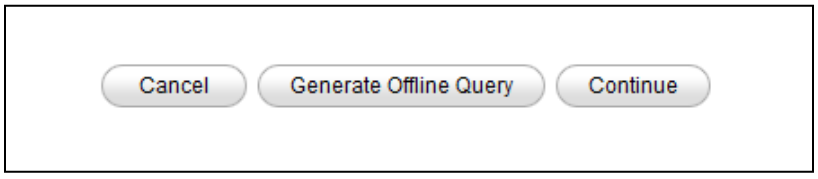


Figure 5 - 88. Generate Offline Query Button

Enter search criteria, and then select the **Generate Offline Query** button. The search screen is redisplayed with a confirmation message at the top, "Offline Query Submitted. Please return to queries menu and then User Generated/Saved Queries once it is finished." To verify the query is being performed, click on the **Cancel** button to return to the Query Menu. Select **User Generated/Saved Queries**. The User Reports page is displayed similar to Figure 5-89 and shows what query was submitted, the current status, date requested, and the date finished.

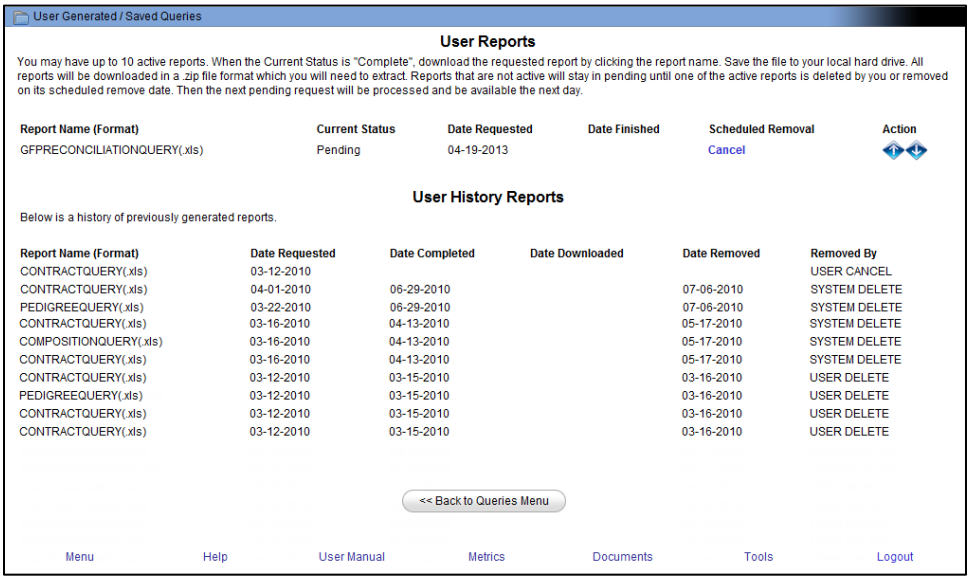


Figure 5 - 89. User Reports

Users may have a maximum of five active reports. Use the Action move up and move down button to move reports up and down on the report list. To download a requested report, click the report name if the Current Status is "Complete" and save the file to your local hard drive. All reports are downloaded in a .zip file format. Extract to view.

Note: Users may have five generated reports sitting on the server for up to seven days. Once a report is seven days old, it is removed from the system. However, a user can have an unlimited number of queued up reports pending processing. As processed reports are removed from the system, the next ones in the queue are processed during the next nightly run.

A report can also be canceled on the User Reports page. A history of previously generated reports is displayed at the bottom of the page.

Single Item Query

The IUID Registry allows a user to search by the UII. A successful query displays all viewable active data for the UII in a tiered manner such that the user can toggle from summaries to detailed information. A successful query shall also display the item's state – New or Legacy, End or Embedded – when it was first loaded into the IUID Registry as well as the most current information for description, part number, and batch/lot number.

The Single Item Query – Search Screen is displayed similar to Figure 5-90 when the **Single Item Query** option is selected from the IUID Registry Queries Menu.

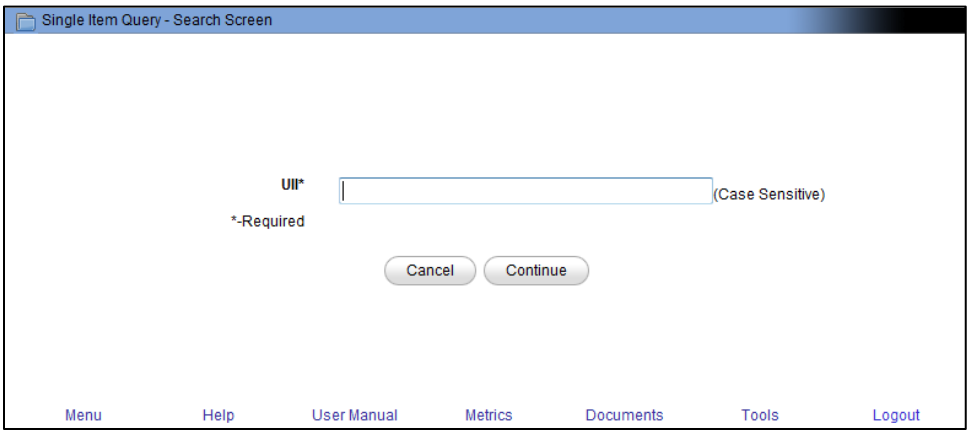


Figure 5 - 90. Single Item Query – Search Screen

To perform a query, enter search criteria UII value. Note: The UII is a case-sensitive code. Search results are displayed on the Single Item Query – Record Information page as shown in Figure 5-91.

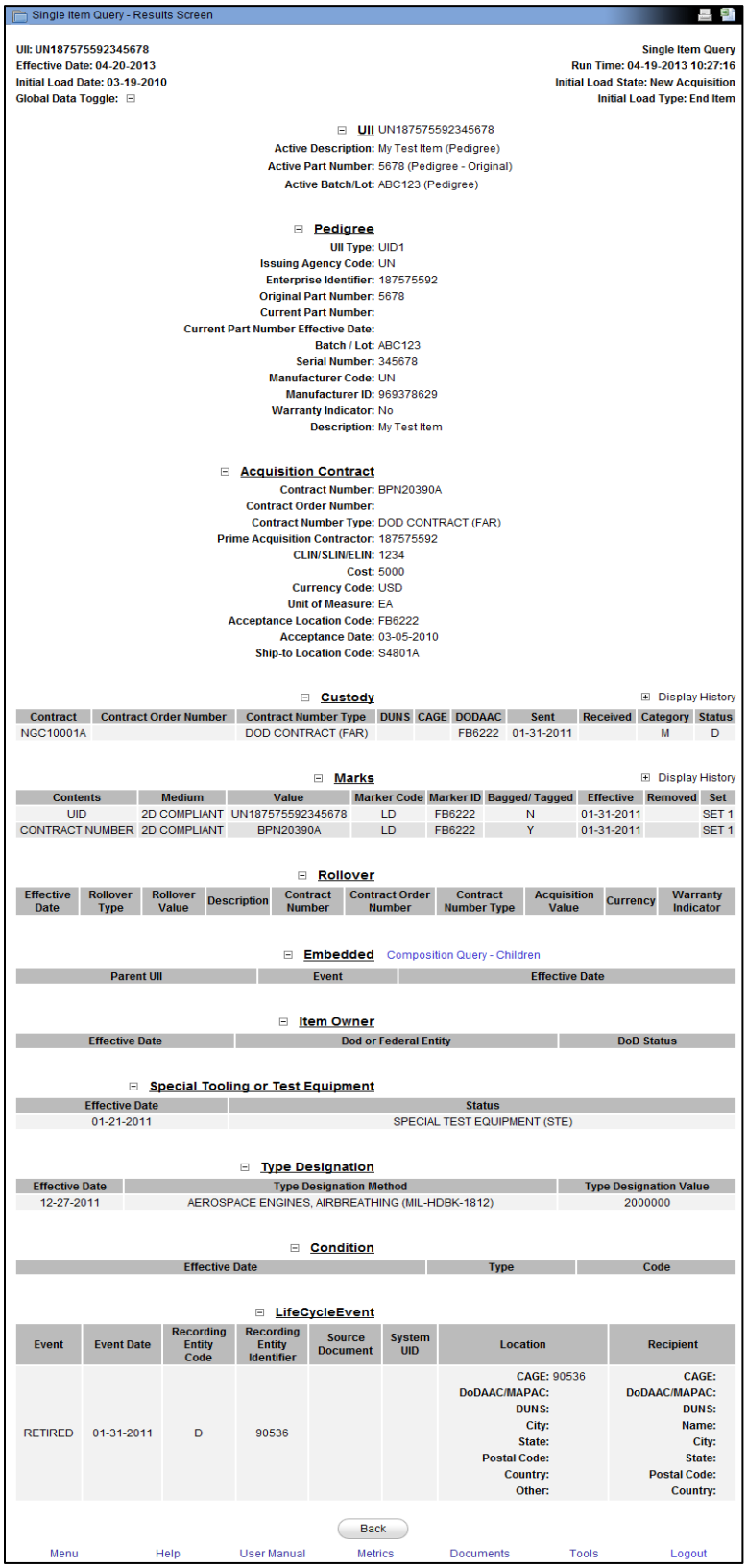


Figure 5 - 91. Single Item Query - Record Information Page

Initial load information, UII, Pedigree, and Contract data pertaining to the UII record are displayed. By default, the expandable sections of the page —Custody, Marks, Rollover, Embedded, Item Owner, Special Tooling or Test Equipment, Condition, and Life Cycle Event—are expanded. Click on the (⊟) to collapse that section as shown in the Custody sample in Figure 5-92.

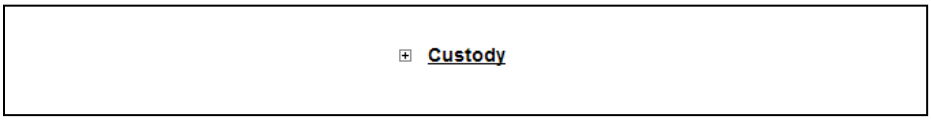


Figure 5 - 92. Custody Section Collapsed

Note that if the item has a National Stock Number (NSN), this number is displayed in the Pedigree section of the Record Information page. An example of this result is shown in Figure 5-93.

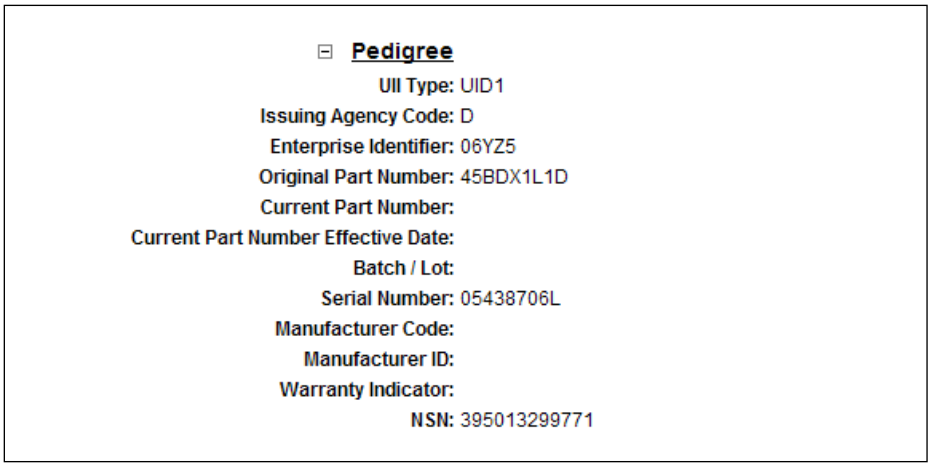


Figure 5 - 93. Record Containing NSN

NSNs are not entered or altered in IUID, nor are they available for all UIIs.

Use the **<<Back** button to return to the previous page. Use the **Save** link to save the record to a file on your computer. Use the **Print** link to print a copy of the record.

If the queried UII is not in the IUID Registry, a message is displayed as shown in Figure 5-94.

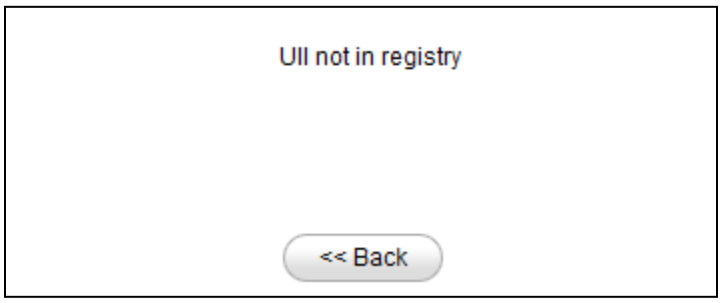


Figure 5 - 94. UII not in registry Message

Note: The sample record has children items; therefore, there is a Composition Query – Children link next to the Embedded section heading. A query can be performed by selecting this link. The Composition Query Result page is displayed as shown in Figure 5-103.

If the queried UII is in the IUID Registry but the user does not have a Custodial or Prime Acquisition relationship with the particular record, a Single Item Query – Public View Mode result is displayed similar to Figure 5-95.

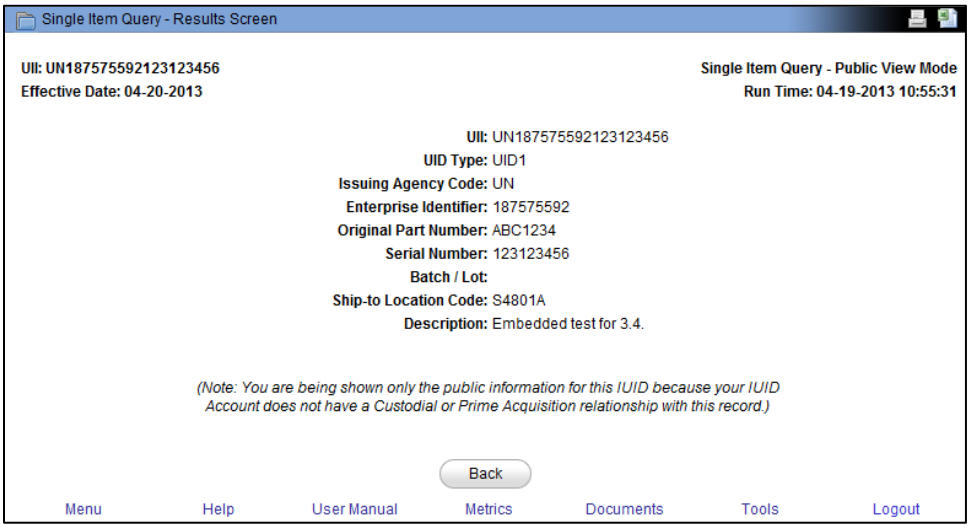


Figure 5 - 95. Single Item Query – Public View Mode

Contract Query

The IUID Registry allows a user to ask for a list of all items delivered under a specific contract and for a specific Acquisition Contract Order Number, CLIN/SLIN/ELIN and/or date if provided. If no Acquisition Contract Order Number or CLIN/SLIN/ELIN is provided, then all CLIN/SLIN/ELINS for that contract are listed. The date shall be either an effective date or an activity from date. That is, only one can be provided for a query. The effective date provides all UIIs delivered up to and including the provided date. The activity date shall provide all UIIs that were delivered on and after that date. If no date is provided, then the current date will populate the effective date field. Future dates cannot be used in a query except for the current date plus one.

The result lists each CLIN with the number of items delivered for each. The information displayed for the CLIN includes the number of items, acceptance date, the UII for the item, Type, Description, and Mark Category are displayed. If a CLIN has more than one item, it can be toggled to list the UIIs with their information.

IUID Contract Query allows selection of end items or end items and embedded items. When Yes is selected for End Items Only, only end items are displayed. When No is selected, end items and embedded items are returned on the result list.

The Contract Query – Search Screen is displayed similar to Figure 5-96 when the **Contract Query** option is selected from the IUID Queries Menu.

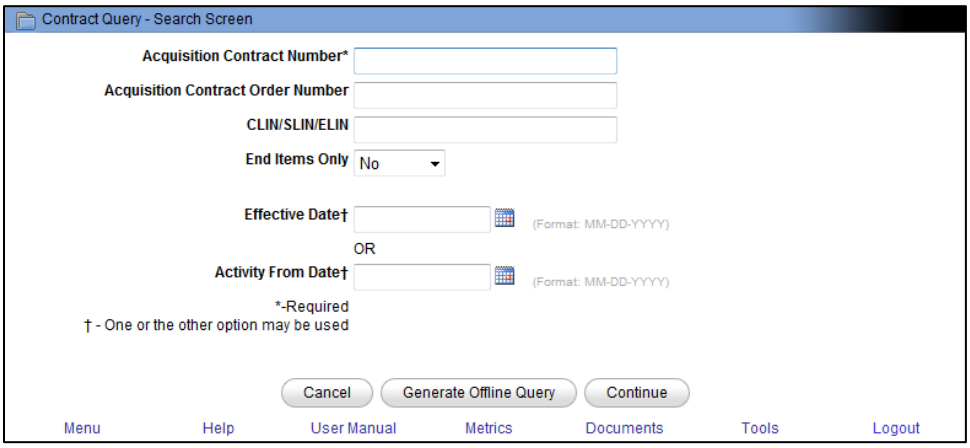


Figure 5 - 96. Contract Query – Search Screen

When only a Contract Number is entered as search criteria, all CLIN data associated with that contract is returned in the query result similar to Figure 5-97.

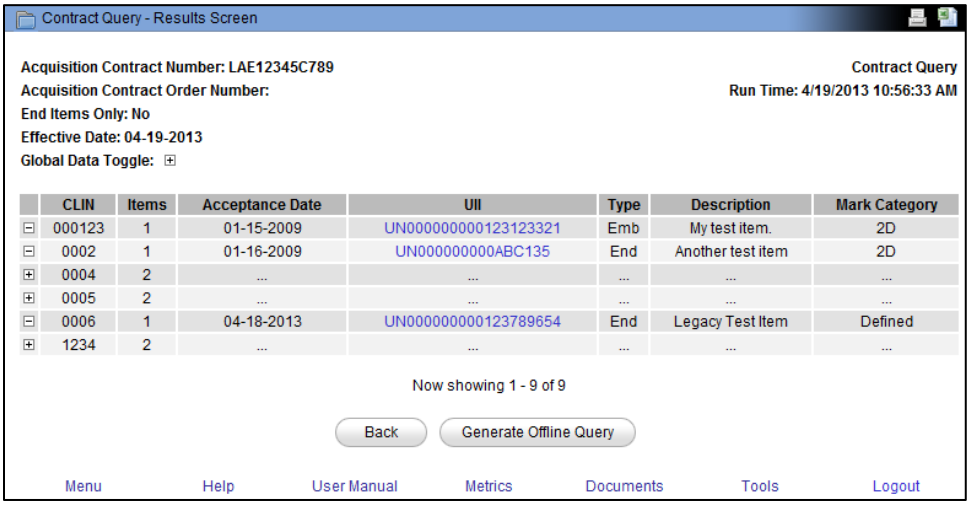


Figure 5 - 97. Contract Query – Results List

When CLIN/SLIN/ELIN data is included as search criteria, only that CLIN is included in the Query result as shown in Figure 5-98.

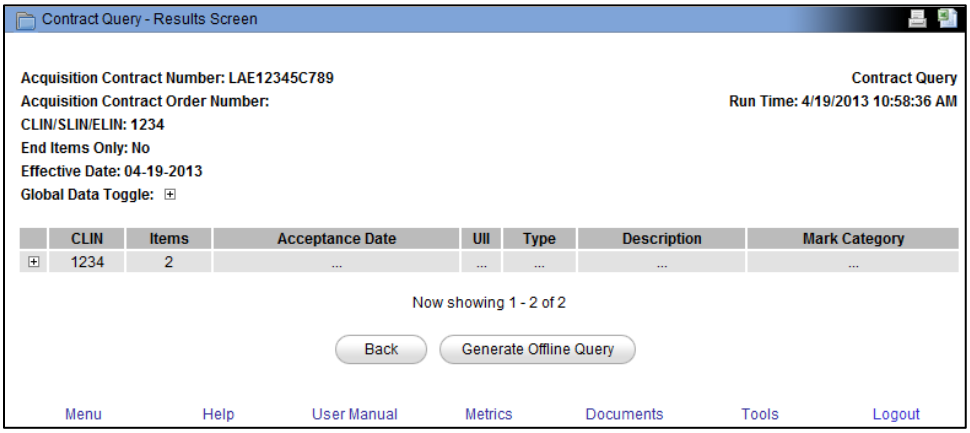


Figure 5 - 98. Contract Number and CLIN Search Result

Click on the **plus sign** next to the CLIN column to display the UIIs associated with the CLIN as shown in Figure 5-99. You can also toggle all records by selecting the **Global Data Toggle button** at the top of the screen under the Effective Date on the left.

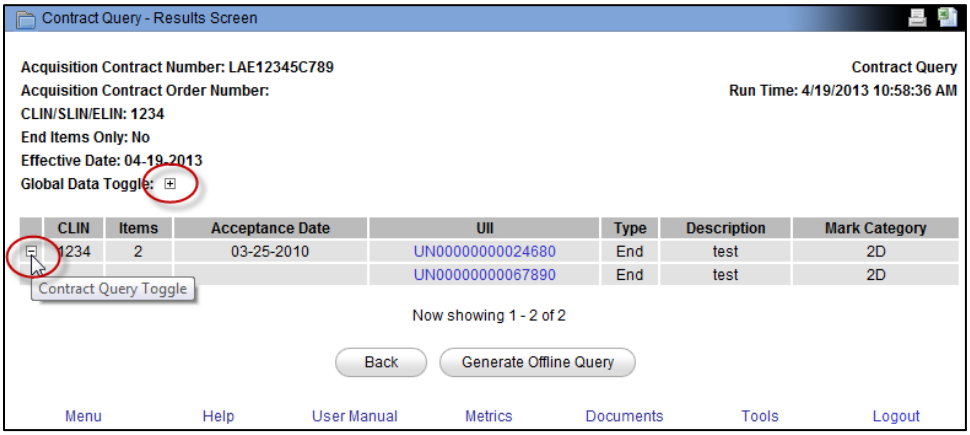


Figure 5 - 99. UIIs Displayed

Click on the UII to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91.

Note: Search results contain only the IUID information that the user has a custodial or prime acquisition relationship with or any record of which the user has custody through a DoDAAC related to the user's CAGE or DUNS or have entered under that user ID.

An unsuccessful search displays a message similar to Figure 5-100.

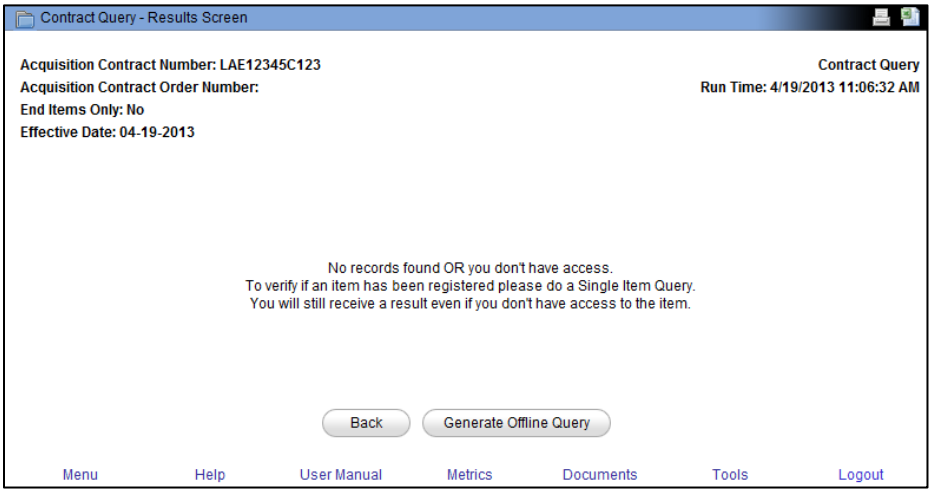


Figure 5 - 100. No Records Found Message

Either there are no records containing your search criteria, or you do not have the needed access. To verify that an item has been registered, please do a Single Item Query. You will still receive a result even if you do not have access to the item.

Composition Query

The IUID Registry provides the capability to show all items embedded within the provided item along with the items embedded in those items. The initial return of a query for children displays the first two embedded levels under the provided UII. If there are additional embedded levels, the query has a toggle capability to show those levels.

The Composition Query – Search Screen is displayed similar to Figure 5-101 when the **Composition Query** option is selected from the IUID Queries Menu.

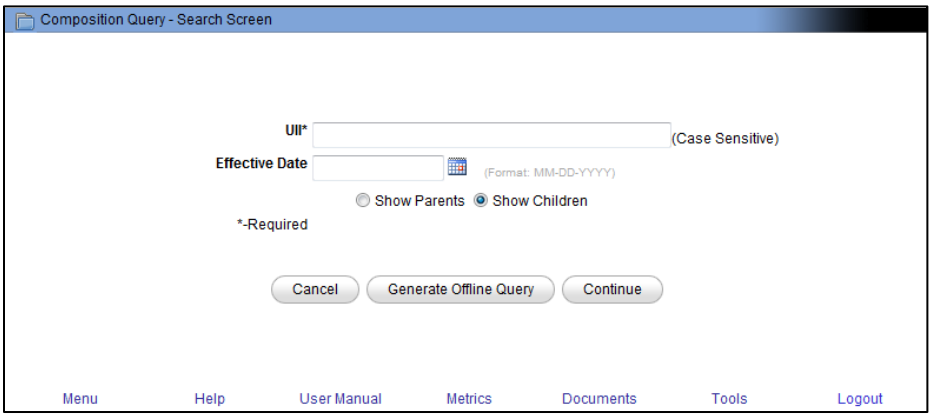


Figure 5 - 101. Composition Query – Search Screen

Enter a UII and a date as well as select whether you want parents or children shown in the results. Remember that the UII is a case-sensitive code. If no date is provided, the IUID Registry will default

to the current system date. The IUID Registry will provide the composition that was in place on that date. Future dates cannot be used in a query except for the current date plus one. Click on **Continue** to perform the query.

The query displays the UII and the first line of the description of each item in the structure and depicts the relationship of each item to any parent and/or children in parent to child order. Thus, if the query was looking for the parents of a UII, the UII would be at the bottom of the query results as shown in Figure 5-102.

Figure 5 - 102. Composition Query Results for Parents of UII

The IUID Registry shows all parents of the provided item in response to a query for an item's parents.

If the query is looking for the children, the UII is at the top of the query results as shown in Figure 5-103. Note that only the first two levels of children are displayed. After that, levels are minimized. Click the **Plus** button to expand further child levels. You can also toggle all records by selecting the **Global Data Toggle button** at the top of the screen under the Effective Date on the left.

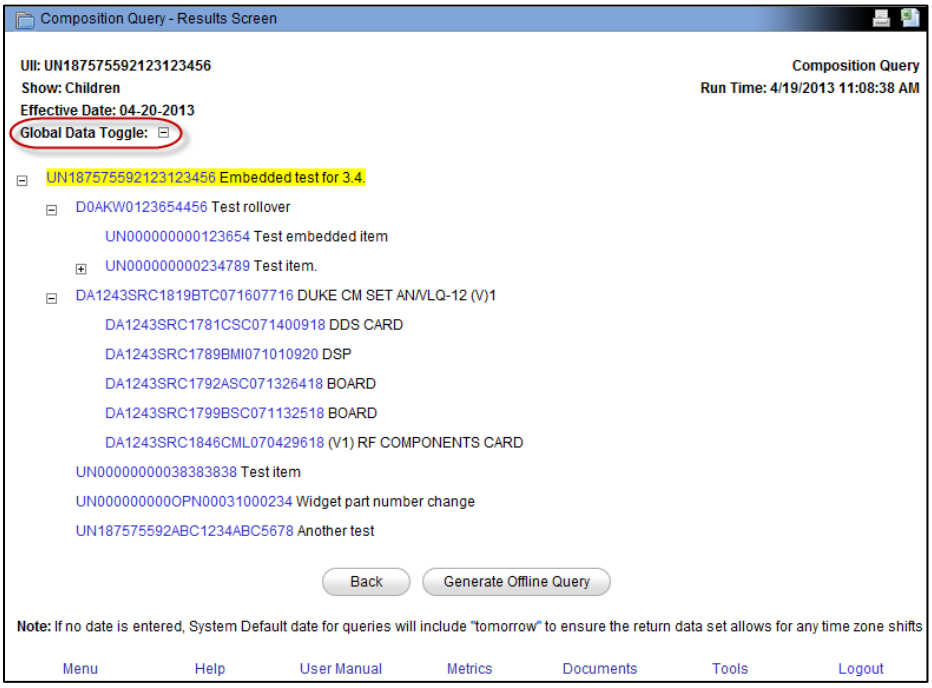


Figure 5 - 103. Composition Query Results for Children of UII

The UII provided for the query, whether the search was for parents or children, effective date and run time including the date are displayed at the top of the Query page.

Click on the UII to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91. If the user does not have access to those UIIs, they will be grayed out and inactive.

An unsuccessful search displays a message similar to Figure 5-100. Perform a Single Item Query to verify the item is registered.

GFP Reconciliation Query

The GFP Reconciliation Query provides information on current custodial status for all items in the IUID Registry under a given contract.

Select the **GFP Reconciliation Query** option from the Query menu. The GFP Reconciliation Query screen is displayed similar to Figure 5-104.

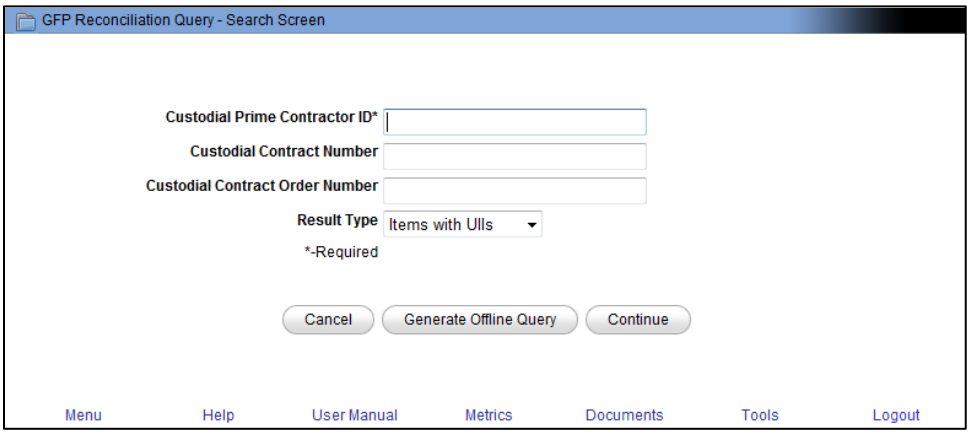


Figure 5 - 104. GFP Reconciliation Query - Search Screen

Enter a Custodial Prime Contractor ID. Enter a CAGE or DUNS for a list of all associated contracts and items. Enter a CAGE or DUNS with a Contract Number and/or Custodial Contract Order Number for a list of items on that contract or order. Result Type is an optional selection: Items with UIIs or Items without UIIs. Click on the **Continue** button. The GFP Reconciliation Query – Results Screen is displayed as shown in Figure 5-105.

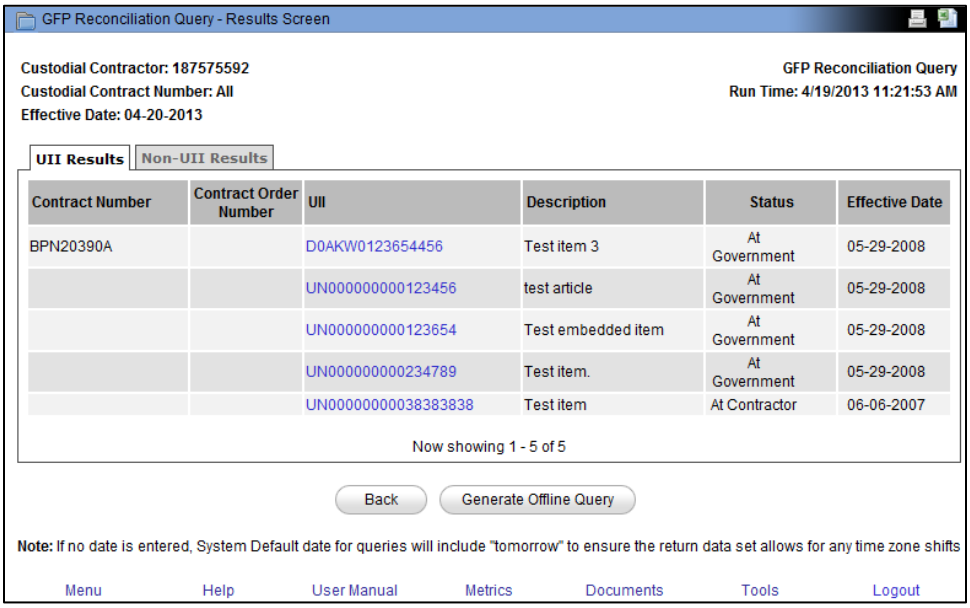


Figure 5 - 105. GFP Reconciliation Query – Results List

This result shows a list of contract numbers. If a contract number had been included in the search, only items under that contract number would be listed in the contract number column.

Click on the UII to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91. If the user does not have access to those UIIs, they will be grayed out and inactive.

Status Column Explanation

At Contractor means that the item is currently in the contractor's custody under that contract. Note: An item may appear under more than one contract, but it won't show "At Contractor" for more than one contract at a given time.

At Government means that the contractor is not currently responsible for the item under that contract. It has been returned to the government or transferred to another contract or contractor.

A **Life-Cycle Event** (ex. SCRAPPED) will show in the status column if the item experienced the event while in contractor custody, and the Life-Cycle Event terminated the custody.

If the contractor submitted Non-UII data, that information will be available on the Non-UII Results tab. Click on the **Non-UII Results** tab to view this screen similar to Figure 5-106.

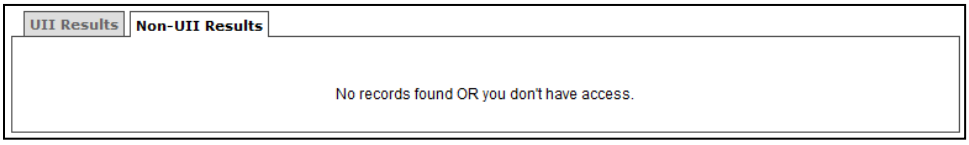


Figure 5 - 106. Non-UII Results GFP Reconciliation Query

If records are found on the Non-UII Results tab, they will include quantity, unit of measure, status, and effective date.

An unsuccessful search displays a message similar to Figure 5-100.

GFP Custody Query by Contract

The IUID Registry allows the user to enter a contract number under which items have been furnished as GFP, a custodial contract order number, and an effective date and display all UIIs and their descriptions, the GFP prime contractor, and the sent and received dates. The GFP Custody query provides the same information as that provided under the Composition Query for children. Children can be viewed using the "View Children" link on the query results page. In addition, non-UII GFP data can also be viewed in the GFP Custody Query – Contract.

The GFP Custody Query by Contract – Search Screen is displayed similar to Figure 5-107 when the **GFP Custody Query by Contract** option is selected from the IUID Queries Menu.

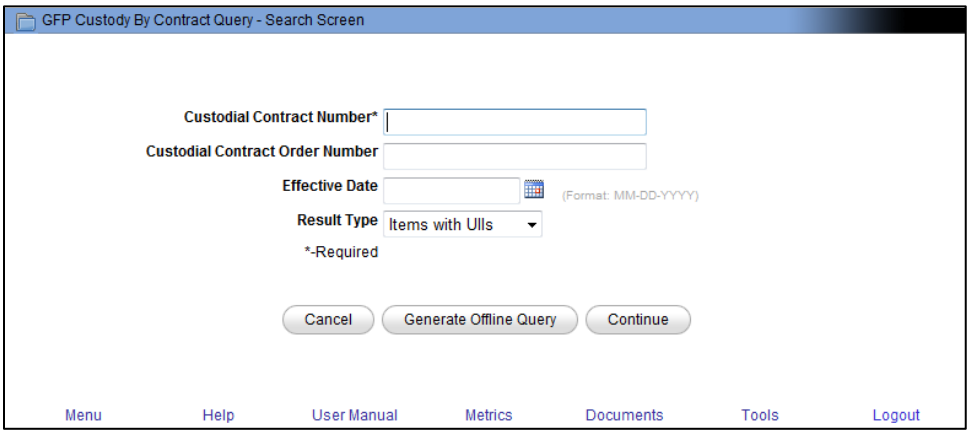


Figure 5 - 107. GFP Custody by Contract Query – Search Screen

Enter Custodial Contract Number. Entering the Custodial Contract Order Number and Effective Date is optional. If no date is entered, the system default date for queries will include "tomorrow" to ensure the return data set allows for any time zone shifts. Future dates beyond “tomorrow” may not be used in a query. Click on the **Continue** button. Query results are displayed as shown in Figure 5-108.

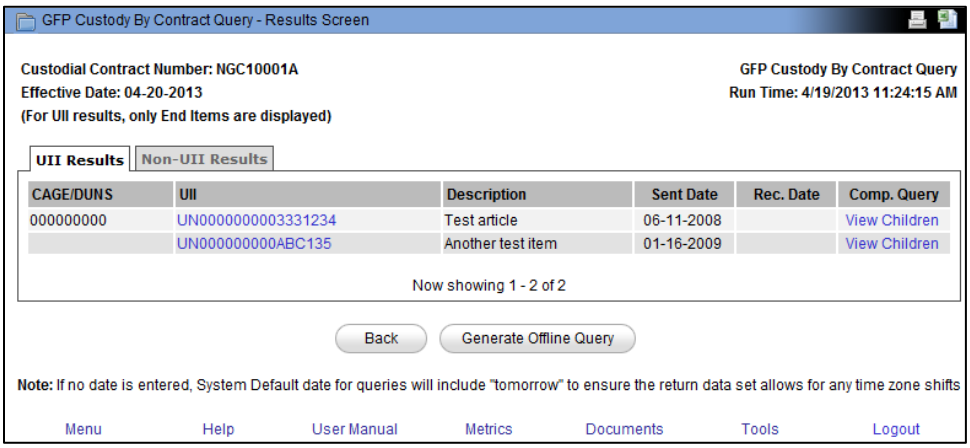


Figure 5 - 108. GFP Custody by Contract Query Result

The initial query returns only the applicable end items, not embedded items. For users with Contractor Access, only items that are in the custody of the contractor as of the date entered and items the user originally entered via user ID are provided.

The UII and Comp. Query columns contain links on the GFP Custody by Contract Query result screen. Click on the UII to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91. Select the View Children link in the Comp. Query column to display the same information provided under the Composition Query for children as of the report date similar to Figure 5-103.

If the contractor submitted Non-UII data, that information will be available on the Non-UII Results tab. Click on the **Non-UII Results** tab to view this screen similar to Figure 5-106. When results are displayed, they include sent date, received date, quantity, unit of measure, NSN, part number, and serial number.

An unsuccessful search displays a message similar to Figure 5-100.

GFP Custody Query by CAGE/DUNS

The IUID Registry allows the user to enter a date and a CAGE or DUNS and display all UIIs provided as GFP along with the GFP Contract Number, Contract Order Number, the UII's description, the sent date, and received date. The results are sorted by CAGE/DUNS then by the GFP Contract Number, then by UII. For those with Contractor Access, only items that are in the custody of the contractor as of the date entered are provided. The GFP Custody Query – CAGE/DUNS initial query returns only the applicable end items, not embedded items. Results include any items in the custody of a DoDAAC associated with the CAGE or DUNS entered. In addition, this query provides the same information as that provided under the Composition Query for children.

The GFP Custody by CAGE/DUNS Query – Search Screen is displayed similar to Figure 5-109 when the **GFP Custody Query by CAGE/DUNS** option is selected from the IUID Queries Menu.

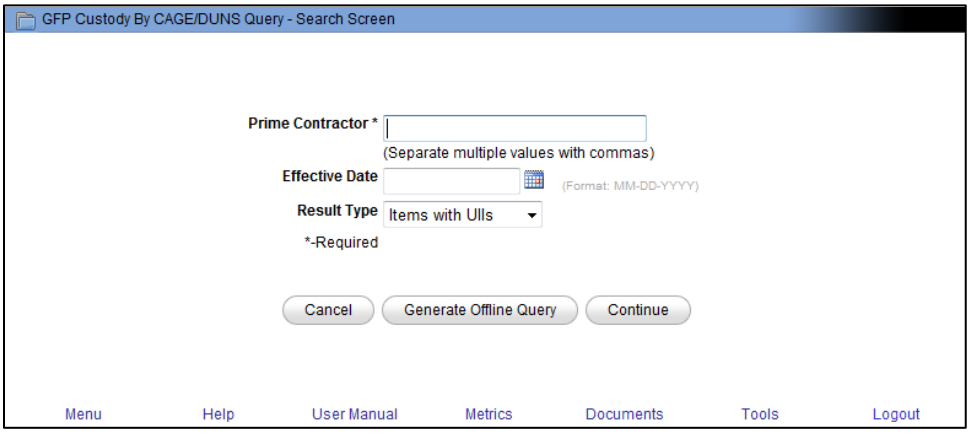
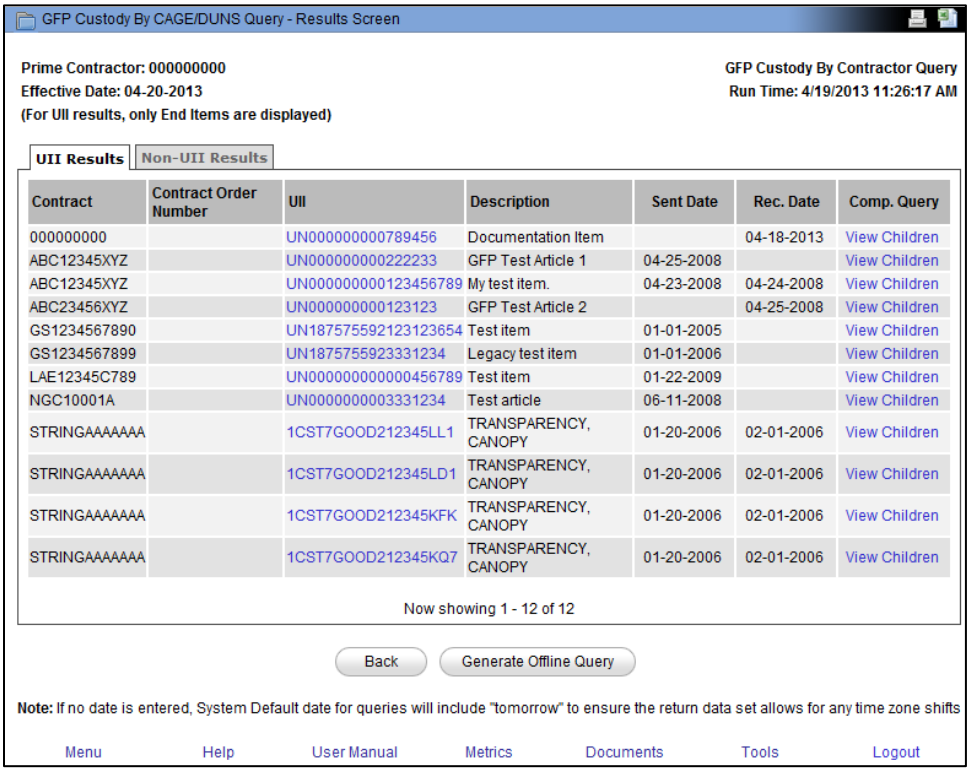


Figure 5 - 109. GFP Custody by CAGE/DUNS Query - Search Screen Page

Enter a CAGE or DUNS in the **Prime Contractor** field. Multiple values can be added; separate with commas. Type a date in the Effective Date field or select a date from the calendar. If no date is provided, the current date is used. Future dates cannot be used in a query except for the current date plus one. Result Type is an optional selection: Items with UIIs or Items without UIIs. Click on the **Continue** button. Query results are displayed as shown in Figure 5-110.



GFP Custody By CAGE/DUNS Query - Results Screen

Prime Contractor: 000000000
Effective Date: 04-20-2013
(For UII results, only End Items are displayed)

GFP Custody By Contractor Query
Run Time: 4/19/2013 11:26:17 AM

UII Results | Non-UII Results

Contract	Contract Order Number	UII	Description	Sent Date	Rec. Date	Comp. Query
000000000		UN000000000789456	Documentation Item		04-18-2013	View Children
ABC12345XYZ		UN000000000222233	GFP Test Article 1	04-25-2008		View Children
ABC12345XYZ		UN000000000123456789	My test item.	04-23-2008	04-24-2008	View Children
ABC23456XYZ		UN000000000123123	GFP Test Article 2		04-25-2008	View Children
GS1234567890		UN187575592123123654	Test item	01-01-2005		View Children
GS1234567899		UN1875755923331234	Legacy test item	01-01-2006		View Children
LAE12345C789		UN000000000000456789	Test item	01-22-2009		View Children
NGC10001A		UN0000000003331234	Test article	06-11-2008		View Children
STRINGAAAAAAA		1CST7GOOD212345LL1	TRANSPARENCY, CANOPY	01-20-2006	02-01-2006	View Children
STRINGAAAAAAA		1CST7GOOD212345LD1	TRANSPARENCY, CANOPY	01-20-2006	02-01-2006	View Children
STRINGAAAAAAA		1CST7GOOD212345KFK	TRANSPARENCY, CANOPY	01-20-2006	02-01-2006	View Children
STRINGAAAAAAA		1CST7GOOD212345KQ7	TRANSPARENCY, CANOPY	01-20-2006	02-01-2006	View Children

Now showing 1 - 12 of 12

Back | Generate Offline Query

Note: If no date is entered, System Default date for queries will include "tomorrow" to ensure the return data set allows for any time zone shifts

Menu Help User Manual Metrics Documents Tools Logout

Figure 5 - 110. GFP Custody by DUNS/CAGE Query Results

The results are sorted by the CAGE/DUNS then by the GFP contract number then by UII. For users with Contractor Access, only items that are in the custody of the contractor as of the date entered and items the user originally entered via user ID are provided.

UII and Comp. Query are links on the GFP custody by DUNS/CAGE Query result screen. Click on the UII to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91. Select the View Children link in the Comp. Query column to display the same information provided under the Composition Query for children as of the report date similar to Figure 5-103.

If the contractor submitted Non-UII data, that information will be available on the Non-UII Results tab. Click on the **Non-UII Results** tab to view this screen similar to Figure 5-106. When results are displayed, they include sent date, received date, quantity, unit of measure, NSN, part number, and serial number.

An unsuccessful search displays a message similar to Figure 5-100.

Mark Query

The IUID Registry provides the capability to search all active marks by one or more mark contents/mark value pairs and return all matching UII items with their descriptions and active marks.

If multiple pairs are provided, all returned items must have an active mark for each of the provided mark contents/mark value pairs.

The Mark Query – Search Screen is displayed similar to Figure 5-111 when the **Mark Query** option is selected from the IUID Queries Menu.

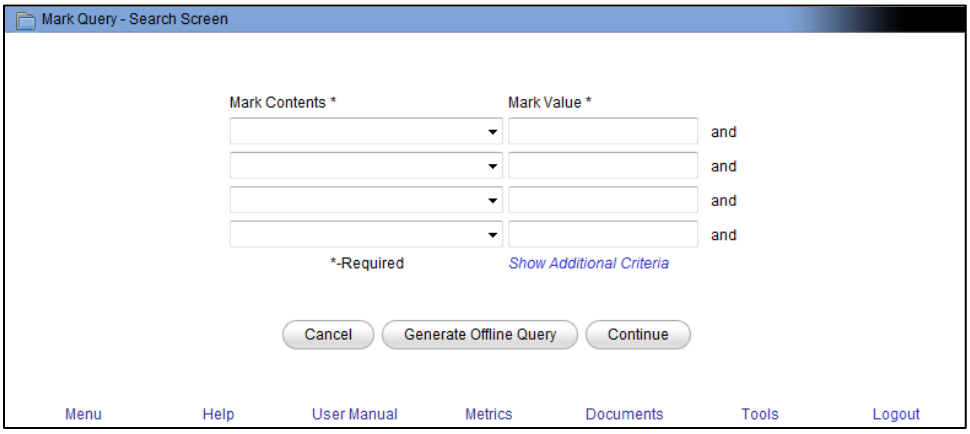


Figure 5 - 111. Mark Query Page

For single Mark entries, enter single Mark Contents and Mark Value pair and click on the **Continue** button. The search result is displayed on the Mark Query results page as shown in Figure 5-112.

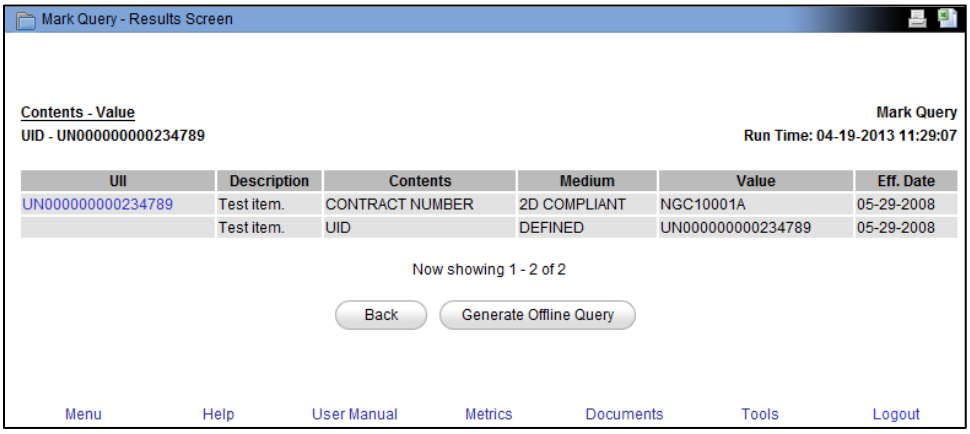


Figure 5 - 112. Mark Query Result

The multiple entry fields are used to help find the item you are looking for. For example, you want to find an item marked with a Serial Number and Part Number. Use both of these marks for the query to narrow down the search for the one item you are looking for.

The Mark Query screen allows for four Mark Content and Mark Value pairs initially. If the item has more than four multiple marks, enter Mark Contents and Mark Value in the Mark Query page and click on the **Show Additional Criteria** link. Another set of text-entry fields is displayed as shown in Figure 5-113.

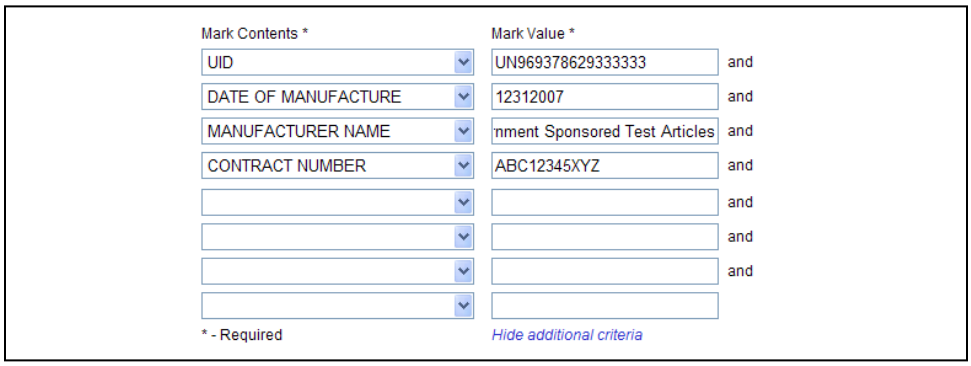


Figure 5 - 113. Add More Criteria Selected

Enter other Contents and Value pairs as many times as necessary. Use the **Hide additional criteria** link to hide the extra the Marks Contents/Mark Value pair fields. When satisfied with entries, click on the **Continue** button. The query result is displayed similar to Figure 5-114.

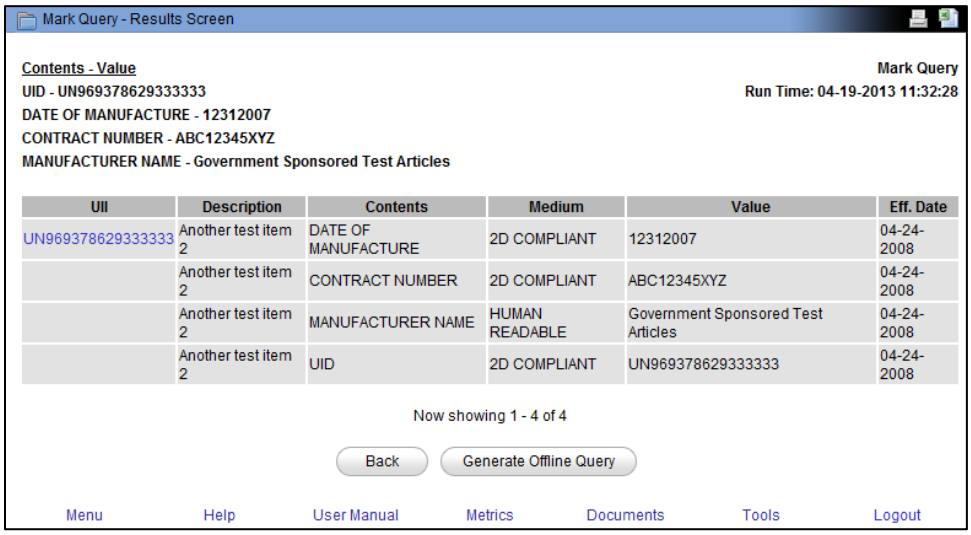


Figure 5 - 114. Multiple Marks Query Result

Click on the **UII** to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91.

An unsuccessful search displays a message similar to Figure 5-100.

Pedigree Query

The IUID Registry provides the capability to search all items by any combination of Enterprise Identifier, Part Number, Serial Number, and Batch/Lot from an item's pedigree data. If the user has contractor access and the search criteria contain a part number or batch/lot with no serial number, the returned data is limited to those items which the querying contractor agency recorded in the registry.

The Pedigree Query – Search Screen is displayed similar to Figure 5-115 when the **Pedigree Query** option is selected from the IUID Queries Menu.

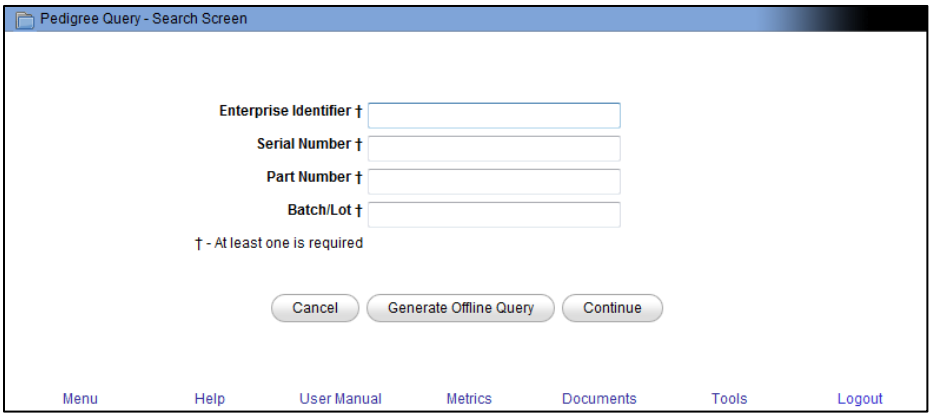


Figure 5 - 115. Pedigree Query - Search Screen

Enter one or any combination of Enterprise Identifier, Serial Number, Part Number, and Batch/Lot from an item's pedigree data.

When the query result returns multiple UIIs, the Pedigree Query result page is displayed similar to Figure 5-116.

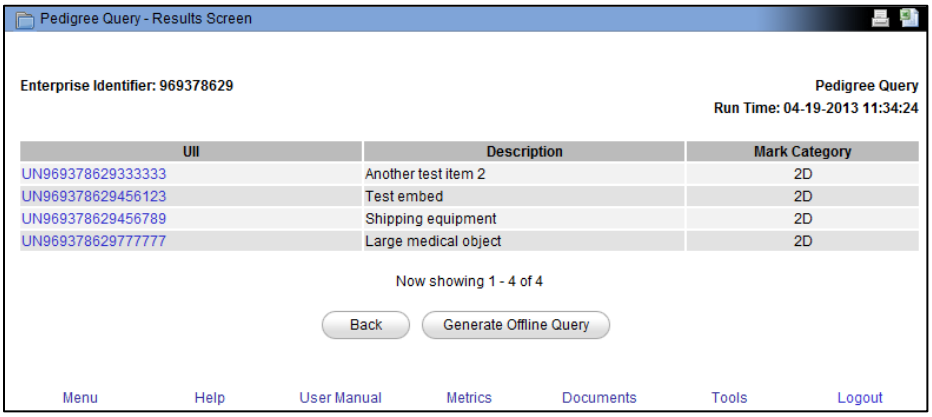


Figure 5 - 116. Pedigree Query Multiple Results

The Pedigree Query Results List page includes the UIIs returned with their description and mark category data.

Note: Only the IUID information that you have a Custodial or Prime Acquisition relationship with is displayed.

Click on the **UII** to display the same information as that provided under the Single Item Query as of the report date as shown in Figure 5-91.

An unsuccessful search displays a message similar to Figure 5-100. Perform a Single Item Query to verify the item is registered.

Active Serial/Part/Batch Lot Number Query

The Active Serial/Part/Batch Lot Number Query option is only available to users with government access. IUID provides the capability to search all items by UII, Serial Number, Part Number or Batch/Lot. Based on the category and corresponding part number effective dates, the provided part number is checked against the Current Part Number from the pedigree section, and/or Marks identified as part numbers.

The Active Serial/Part/Batch Lot Number Query – Search Screen is displayed when **Active Serial/Part/Batch Lot Number Query** is selected from the Queries Menu as shown in Figure 5-117.

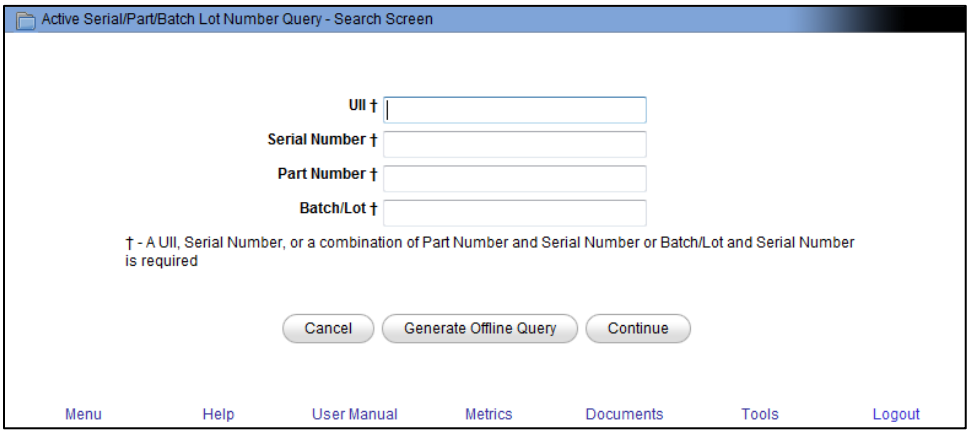


Figure 5 - 117. Active Serial/Part/Batch Lot Number Query – Search Screen

Enter a UII, Serial Number, or a combination of Part Number and Serial Number or Batch/Lot and Serial Number for query. Click on the **Continue** button.

If a serial number, a part number/serial number combination, or a batch/lot/serial number combination is provided, the IUID Registry shall return all UIIs that match the criteria. Serial numbers are checked against the pedigree Serial Number and against marks identified as serial numbers. Part numbers are checked against the Current Part Number and Original Part Number from the pedigree section, part number rollovers, and marks identified as part numbers. Batch/lot is checked against the pedigree batch/lot, batch/lot rollovers, and marks identified as batch/lot numbers. Both active and inactive data is checked.

If a single UII that matches the search criteria is found in the IUID Registry, the IUID Registry determines which part number, serial number, batch/lot, and description is the most current and active. The IUID Registry displays the current part number, serial number, batch/lot, and description as well as a label stating where it is located on the item's record. The IUID Registry displays the part number, serial number, and batch lot number data in separate sections on the results page similar to Figure 5-118.

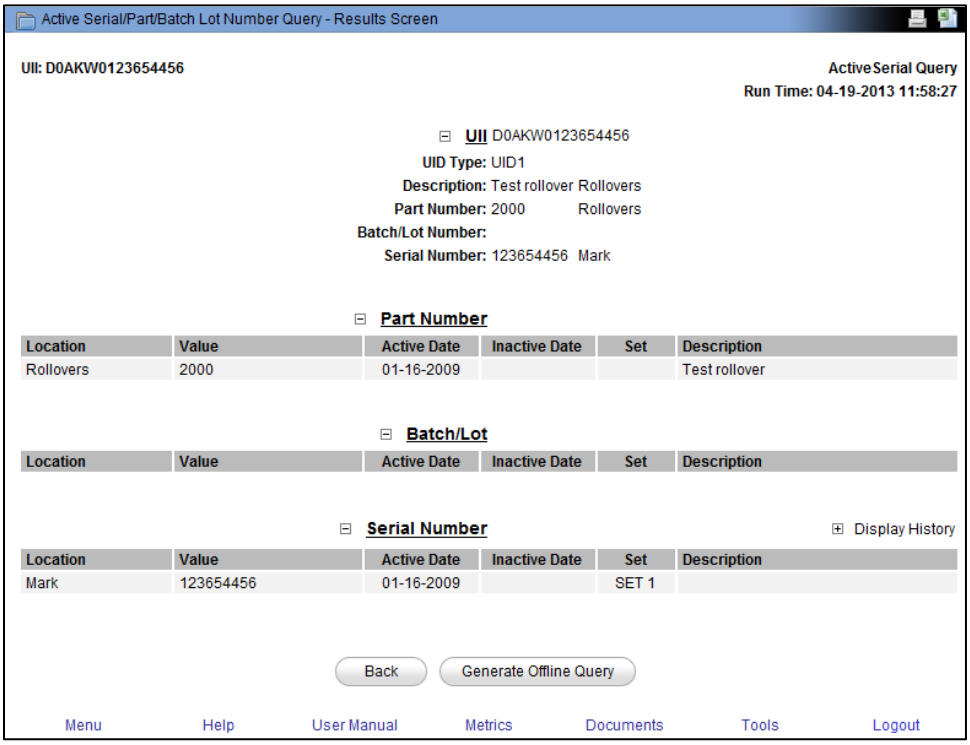


Figure 5 - 118. Active Serial/Part/Batch Lot Number Query Results List Page

The Results List page provides descriptive information about the UII and lists also Part Number, Batch/Lot, and Serial Number information. Note that the search criteria are displayed on the results page in the upper left corner.

History data, if viewable, is not displayed with the initial results but is available when toggled.

If more than one UII satisfies the search criteria, the UIIs and their most current, active description are provided. The IUID Registry provides the capability to click on an individual UII and provide the same information that would have been provided if a single UII satisfied the search criteria. Close the detailed screen to return to the same screen position that you clicked from.

When the print or file option is selected, only what is displayed on the screen is printed or saved.

An unsuccessful search displays a message similar to Figure 5-100.

User Activity Query

The IUID Registry allows a user to retrieve a list of all entries made by that user. The user may sort the updates by entry date or by UII. If sorting by entry date, all updates are provided in chronological order then by UII. If sorting by UII, all updates are provided per UII in chronological order. Select **User Activity Query** from the Queries menu. The User Activity Query – Search Screen is displayed similar to Figure 5-119.

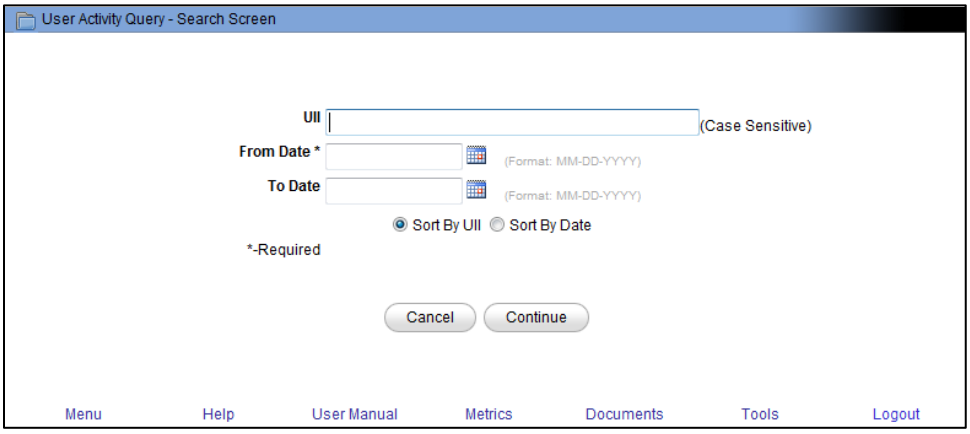


Figure 5 - 119. User Activity Query – Search Screen

Enter a From Date. UII and To Date are optional. If no To Date is provided, the To Date is the same as the From Date. Future dates cannot be used in a query except for the current date plus one. Select a **Sort By** radio button, and click on the **Continue** button. When the Continue button is clicked, the system looks up the relative information for the logged on user. The data is formatted into an Excel file, and a File Download dialog box is displayed similar to Figure 5-120.

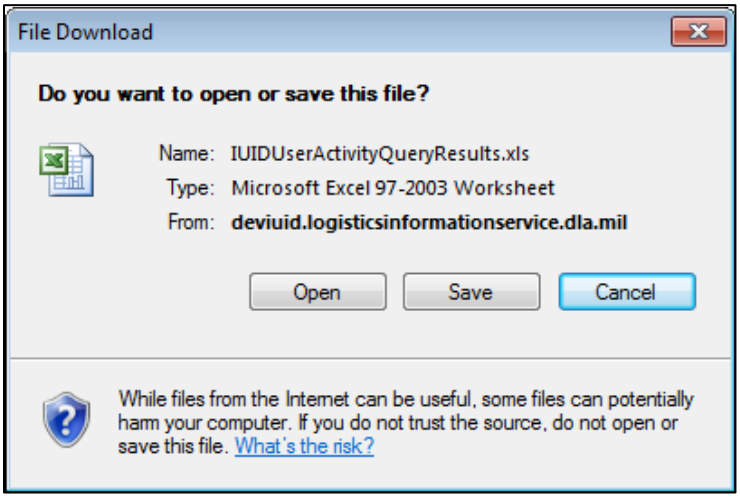
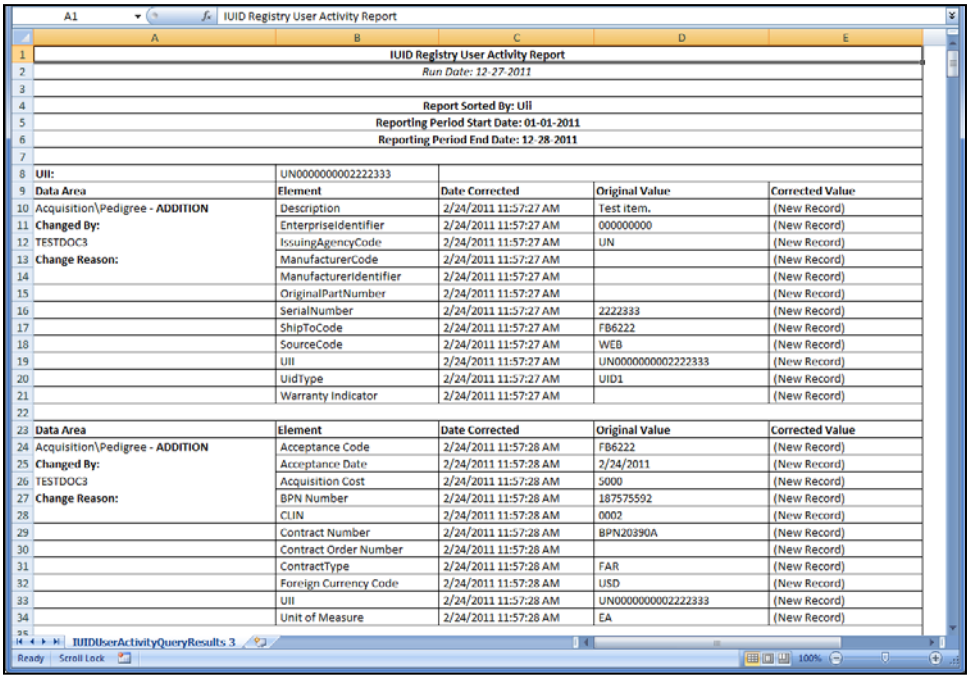


Figure 5 - 120. File Download Dialog Box

Select Open or **Save**. Save opens a Save As dialog box. Select a location to save the file, and click the Save button. When **Open** is selected, the IUID User Activity Query is opened in a Microsoft Excel spreadsheet similar to Figure 5-121.



IUID Registry User Activity Report

Run Date: 12-27-2011

Report Sorted By: UII
Reporting Period Start Date: 01-01-2011
Reporting Period End Date: 12-28-2011

UII:	UN0000000002222333			
Data Area	**Element**	**Date Corrected**	**Original Value**	**Corrected Value**
Acquisition\Pedigree - **ADDITION**	Description	2/24/2011 11:57:27 AM	Test item.	(New Record)
Changed By:	EnterpriseIdentifier	2/24/2011 11:57:27 AM	000000000	(New Record)
TESTDOC3	IssuingAgencyCode	2/24/2011 11:57:27 AM	UN	(New Record)
Change Reason:	ManufacturerCode	2/24/2011 11:57:27 AM		(New Record)
	ManufacturerIdentifier	2/24/2011 11:57:27 AM		(New Record)
	OriginalPartNumber	2/24/2011 11:57:27 AM		(New Record)
	SerialNumber	2/24/2011 11:57:27 AM	2222333	(New Record)
	ShipToCode	2/24/2011 11:57:27 AM	FB6222	(New Record)
	SourceCode	2/24/2011 11:57:27 AM	WEB	(New Record)
	UII	2/24/2011 11:57:27 AM	UN0000000002222333	(New Record)
	UidType	2/24/2011 11:57:27 AM	UID1	(New Record)
	Warranty Indicator	2/24/2011 11:57:27 AM		(New Record)
Data Area	**Element**	**Date Corrected**	**Original Value**	**Corrected Value**
Acquisition\Pedigree - **ADDITION**	Acceptance Code	2/24/2011 11:57:28 AM	FB6222	(New Record)
Changed By:	Acceptance Date	2/24/2011 11:57:28 AM	2/24/2011	(New Record)
TESTDOC3	Acquisition Cost	2/24/2011 11:57:28 AM	5000	(New Record)
Change Reason:	BPN Number	2/24/2011 11:57:28 AM	187575592	(New Record)
	CLIN	2/24/2011 11:57:28 AM	0002	(New Record)
	Contract Number	2/24/2011 11:57:28 AM	BPN20390A	(New Record)
	Contract Order Number	2/24/2011 11:57:28 AM		(New Record)
	ContractType	2/24/2011 11:57:28 AM	FAR	(New Record)
	Foreign Currency Code	2/24/2011 11:57:28 AM	USD	(New Record)
	UII	2/24/2011 11:57:28 AM	UN0000000002222333	(New Record)
	Unit of Measure	2/24/2011 11:57:28 AM	EA	(New Record)

Figure 5 - 121. IUID Registry User Activity Report

Each entry is identified as a correction, deletion, or an addition. For data areas that can only have one record, if it was a modification to an existing value via a correction, only the individual elements with corrections are listed, sorted alphabetically. If the correction was a deletion or the removal of an element's value with no replacement value, the element is provided with its value at the time of the deletion or removal. If it was an addition, the entire record for the data area is displayed.

For data areas where one or more records may be provided, if it was a modification to an existing record, each modified record is provided separately. Within each record, the elements are listed alphabetically even if it was not modified. If a record is deleted, each element is provided with its value at the time of deletion. If a record was added, the entire record is displayed.

Non UII GFP Query

To query a list of all non-UII GFP by one or more criteria, click on Non UII GFP Query. The GFP Without UII Query – Search Screen is displayed similar to Figure 5-122.

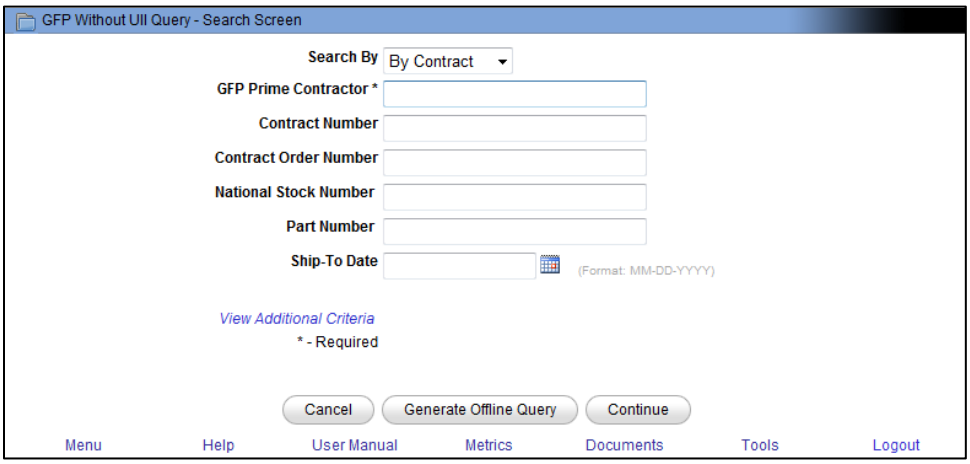


Figure 5 - 122. GFP Without UII Query – Search Screen

Select criteria to search by from the Search By drop-down menu. Options are By Contract or By Document. Text entry fields displayed will depend on the Search By option selected. When By Document is selected to Search by, the Search Screen is displayed similar to Figure 5-123.

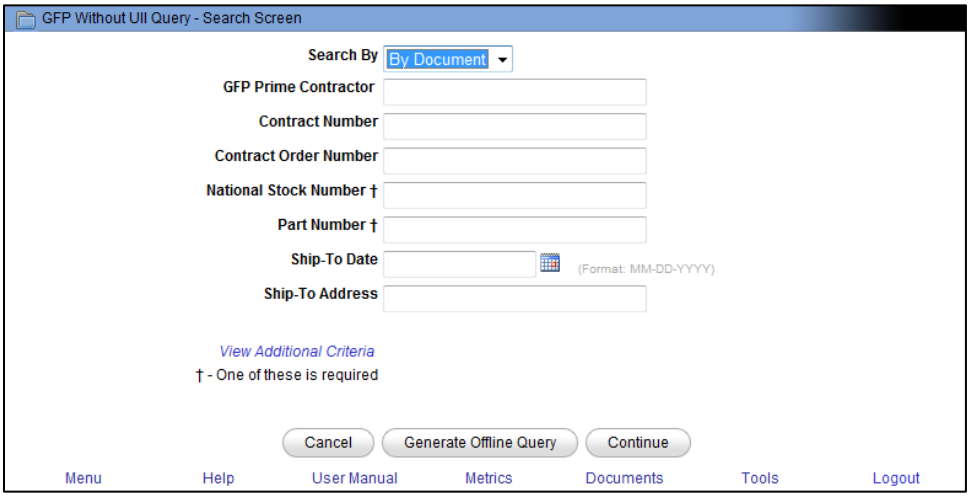


Figure 5 - 123. Search by Document

Enter search criteria. Click **Continue**. Figure 5-124 shows a search by National Stock Number result.

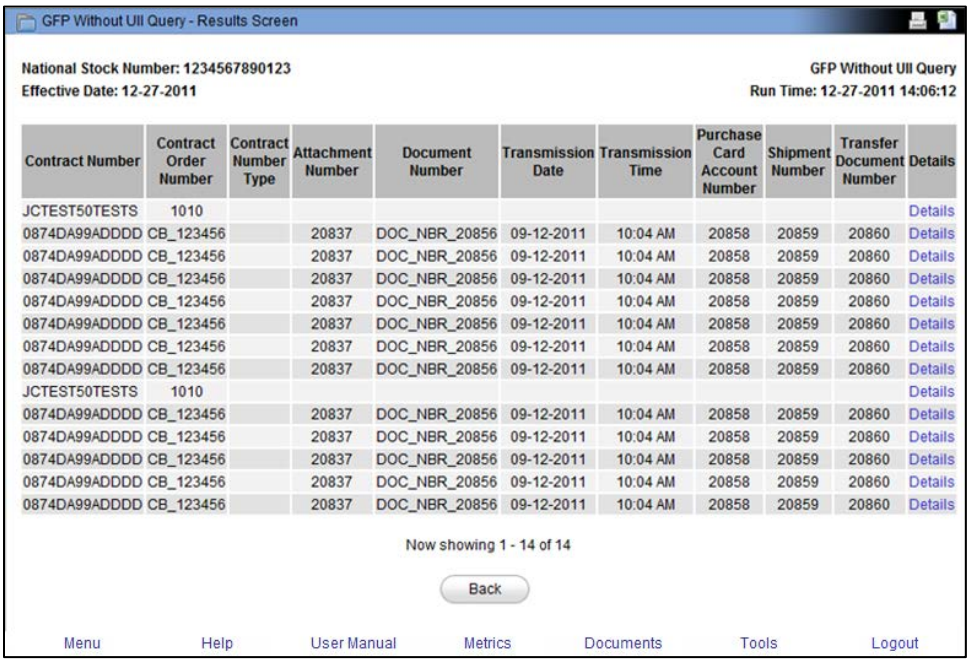


Figure 5 - 124. GFP Without UII Query Results

The column on the right contains a **Details** link. Figure 5-125 demonstrates a Details page for a Search by Contract result.

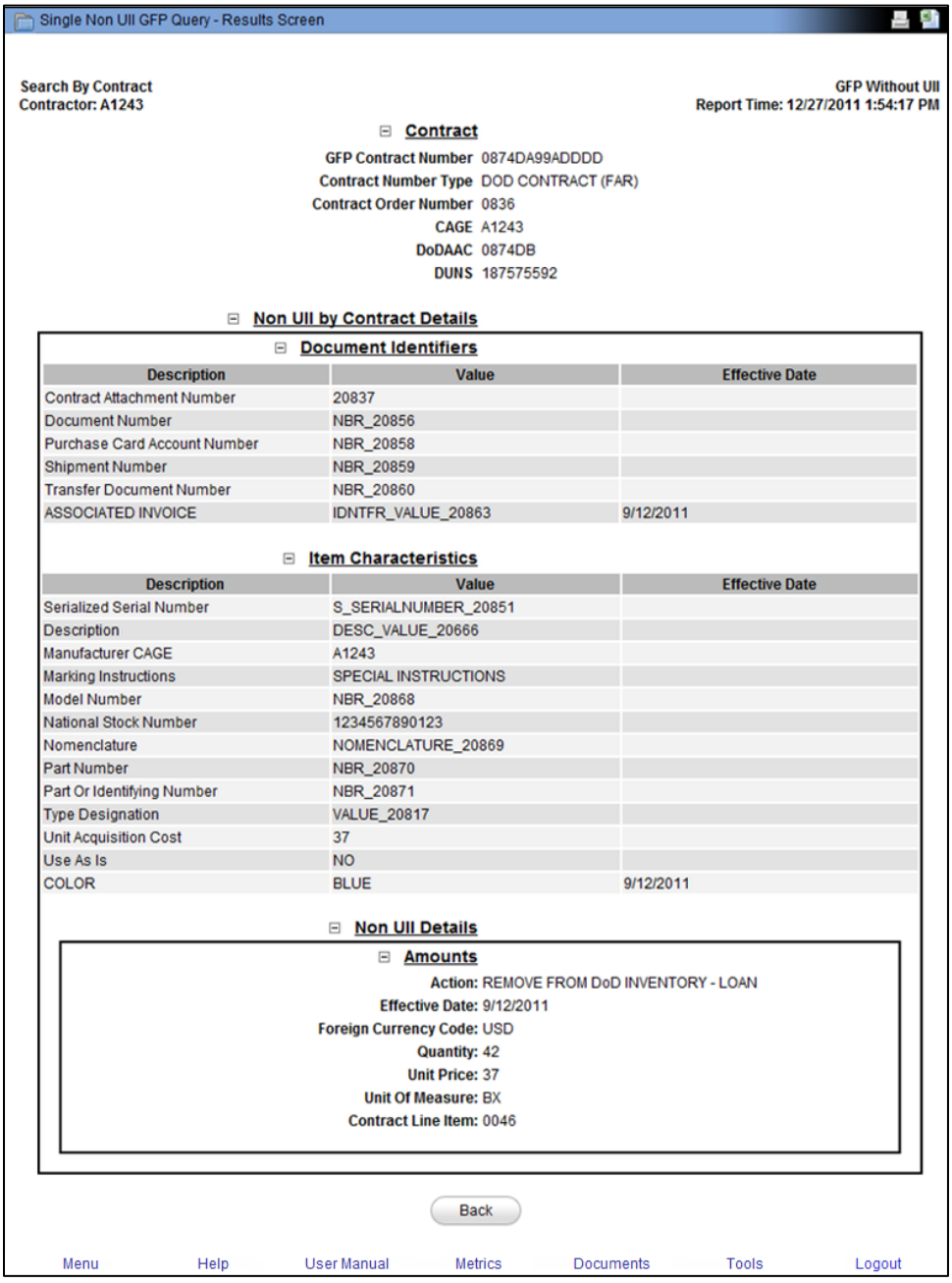
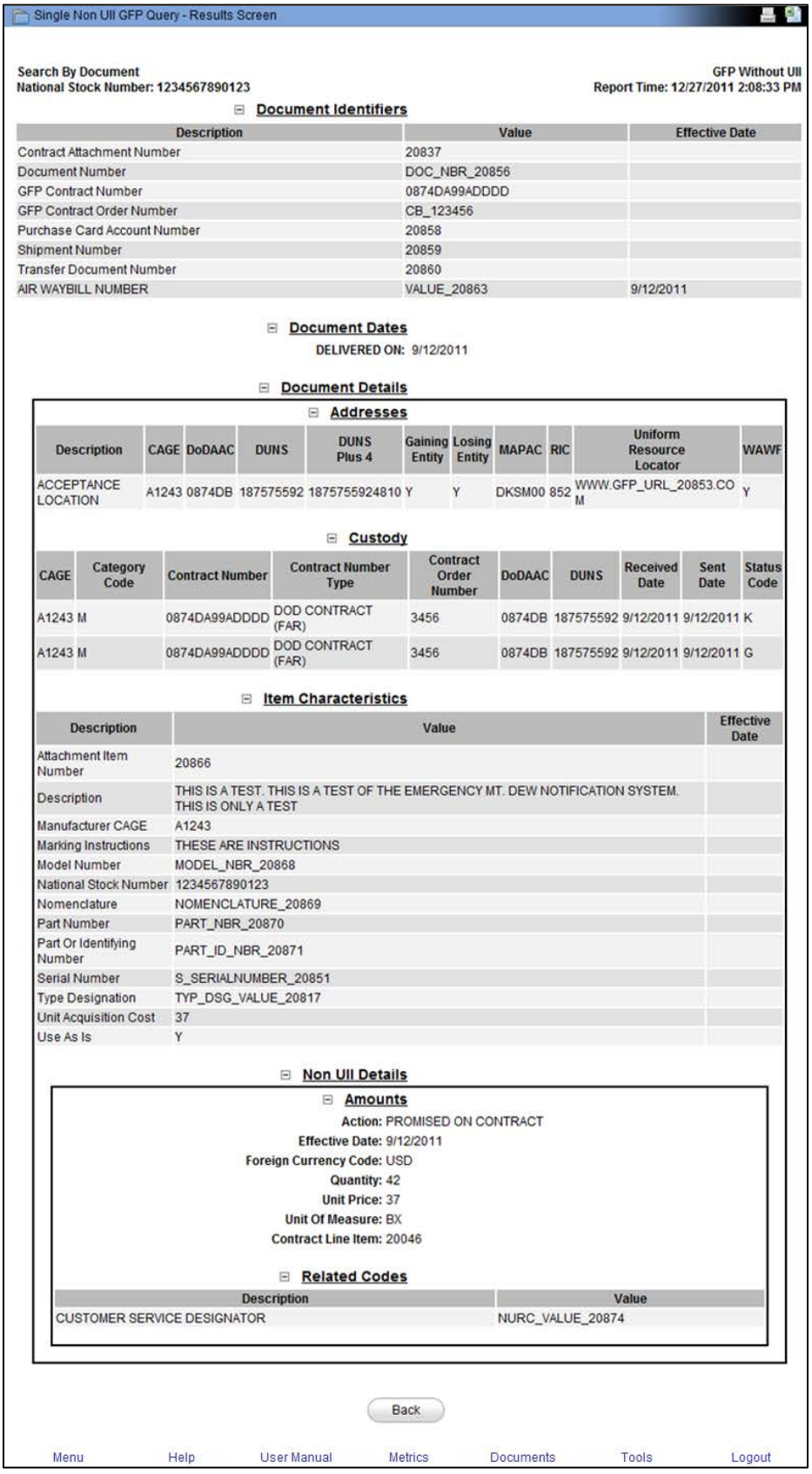


Figure 5 - 125. Single Non UII GFP Query – Results Screen, Search by Contract

Figure 5-126 demonstrates a Details page for a Search by Document result.



Single Non UII GFP Query - Results Screen

Search By Document
National Stock Number: 1234567890123

GFP Without UII
Report Time: 12/27/2011 2:08:33 PM

Document Identifiers

Description	Value	Effective Date
Contract Attachment Number	20837	
Document Number	DOC_NBR_20856	
GFP Contract Number	0874DA99ADDDD	
GFP Contract Order Number	CB_123456	
Purchase Card Account Number	20858	
Shipment Number	20859	
Transfer Document Number	20860	
AIR WAYBILL NUMBER	VALUE_20863	9/12/2011

Document Dates

DELIVERED ON: 9/12/2011

Document Details

Addresses

Description	CAGE	DoDAAC	DUNS	DUNS Plus 4	Gaining Entity	Losing Entity	MAPAC	RIC	Uniform Resource Locator	WAWF
ACCEPTANCE LOCATION	A1243	0874DB	187575592	1875755924810	Y	Y	DKSM00	852	WWW.GFP_URL_20853.COM	Y

Custody

CAGE	Category Code	Contract Number	Contract Number Type	Contract Order Number	DoDAAC	DUNS	Received Date	Sent Date	Status Code
A1243	M	0874DA99ADDDD	DOD CONTRACT (FAR)	3456	0874DB	187575592	9/12/2011	9/12/2011	K
A1243	M	0874DA99ADDDD	DOD CONTRACT (FAR)	3456	0874DB	187575592	9/12/2011	9/12/2011	G

Item Characteristics

Description	Value	Effective Date
Attachment Item Number	20866	
Description	THIS IS A TEST. THIS IS A TEST OF THE EMERGENCY MT. DEW NOTIFICATION SYSTEM. THIS IS ONLY A TEST	
Manufacturer CAGE	A1243	
Marking Instructions	THESE ARE INSTRUCTIONS	
Model Number	MODEL_NBR_20868	
National Stock Number	1234567890123	
Nomenclature	NOMENCLATURE_20869	
Part Number	PART_NBR_20870	
Part Or Identifying Number	PART_ID_NBR_20871	
Serial Number	S_SERIALNUMBER_20851	
Type Designation	TYP_DSG_VALUE_20817	
Unit Acquisition Cost	37	
Use As Is	Y	

Non UII Details

Amounts

Action: PROMISED ON CONTRACT
Effective Date: 9/12/2011
Foreign Currency Code: USD
Quantity: 42
Unit Price: 37
Unit Of Measure: BX
Contract Line Item: 20046

Related Codes

Description	Value
CUSTOMER SERVICE DESIGNATOR	NURC_VALUE_20874

Back

Menu Help User Manual Metrics Documents Tools Logout

Figure 5 - 126. Single Non UII GFP Query – Results Screen, Search by Document

Click on the **Back** button to return to the query results screen.

User Generated/Saved Queries

See Query Results Too Long? (Generate Offline Query Button) on page 75 for information about the User Generated/Saved Queries.

5.3.3 Legacy User

The Legacy submitter can read all data including acquisition cost or acquisition value regardless of who entered it.

The Legacy User's Main Menu contains the same options as the Contractor user plus an option for Reports as shown in Figure 5-127.

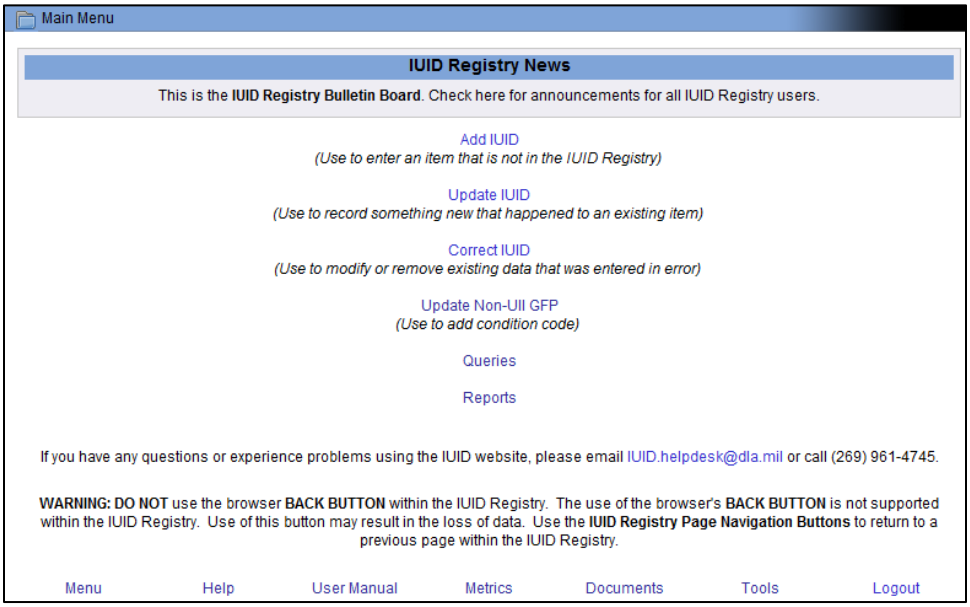


Figure 5 - 127. Main Menu – Legacy User

5.3.3.1 Add IUID—Legacy

The Legacy User's Add IUID is different from the Contractor's in that it contains only three options—Legacy Item (Non GFP), GFP Item, and Embedded Item as shown in Figure 5-128.

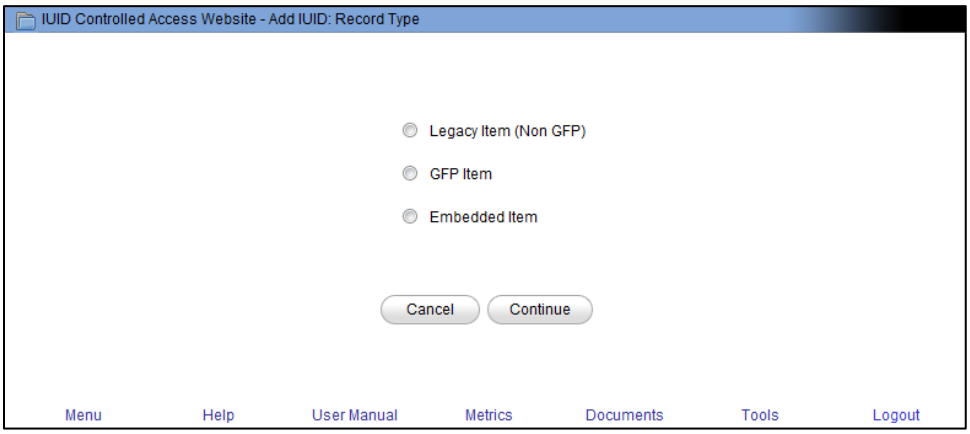


Figure 5 - 128. Legacy User Add IUID Menu

Legacy Item (Non GFP)

When **Legacy Item (Non GFP)** is selected from the Add IUID menu, an Organizational Source data entry field is displayed on the menu page as shown in Figure 5-129.

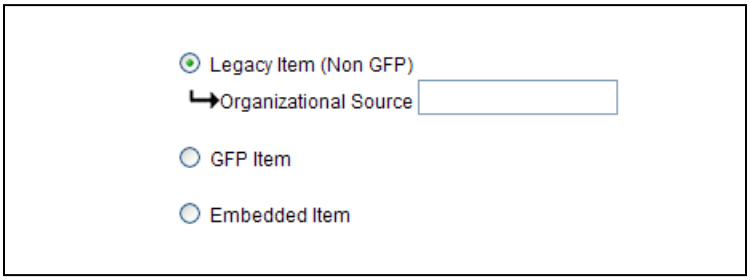


Figure 5 - 129. Organizational Source

The Organizational Source field is not a required field. If known, enter the CAGE, DUNS or DoDAAC of the organization that is the source of the data. Click on the **Continue** button. The Add IUID: Legacy Record – Acquisition Contract page is displayed as shown in Figure 5-130.

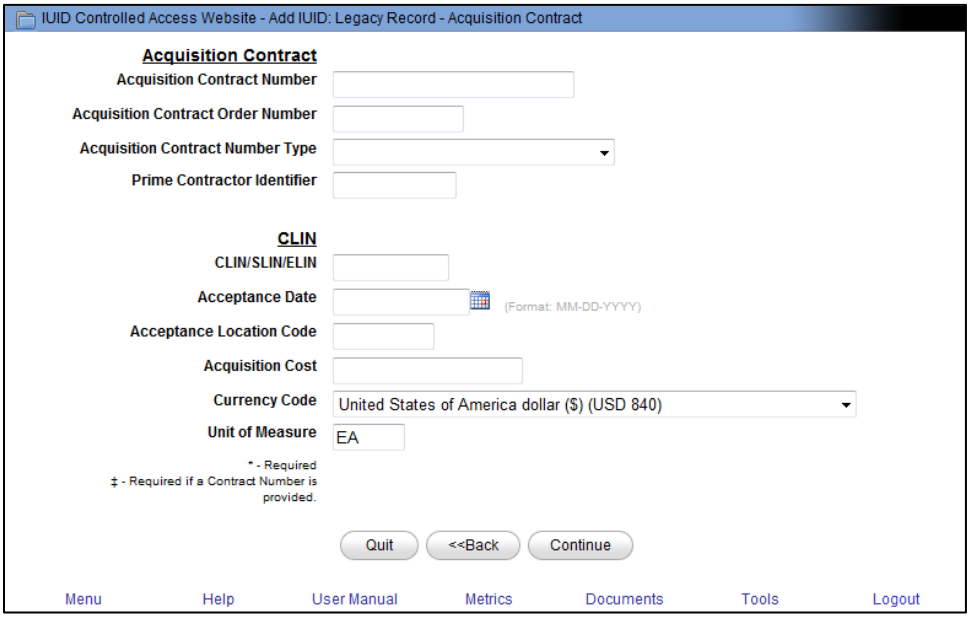


Figure 5 - 130. Add IUID: Legacy Record – Acquisition Contract Page

Notice that there are no required fields on this page. However, please enter as much information as possible for the legacy item as doing so helps with the item's life later. When satisfied with entries, click the **Continue** button. The Add IUID: Legacy Record – Pedigree page is displayed as shown in Figure 5-131.

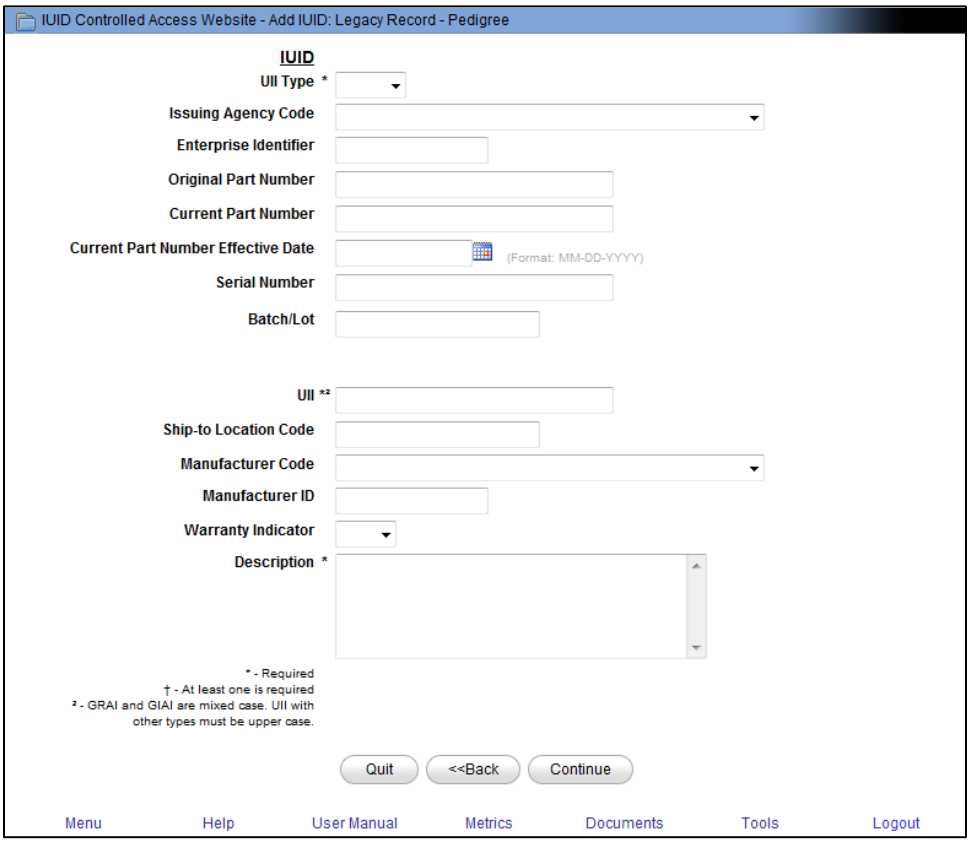


Figure 5 - 131. Add IUID: Legacy Record – Pedigree Page

Enter IUID data. UII Type, UII, and Description are required. Issuing Agency Code, Enterprise Identifier, Original Part Number, Serial Number, and Batch/Lot may be required depending on which UII Type is selected; however, if either Issuing Agency Code or Enterprise ID is provided, then both are required. In addition, if a current part number is entered when adding an item, the original part number is then required.

Similar to Add New Acquisition, when **UID1** is selected for the UII Type as the above data is entered, IUID builds a suggested UII Code based on Issuing Agency Code plus Enterprise Identifier plus Serial Number. This suggestion is displayed after the Serial Number is entered as shown in Figure 5-18. To accept a suggested UII value, click on it. The code is entered in the UII field. If the individual values are changed after a UII is selected, the UII value may change and need to be selected again.

Another UII value option occurs when **UID2** is selected for the UII Type. In this case the UII is built similar to UID1 plus another is built and suggested using the Issuing Agency Code plus Enterprise Identifier plus Batch/Lot Number plus Serial Number. Both suggestions are displayed as shown in Figure 5-19. Click on the desired UII to enter it into the UII field.

Click on the **Continue** button. See Appendix B for field explanations. The next page displayed is the Marks page as shown in Figure 5-132.

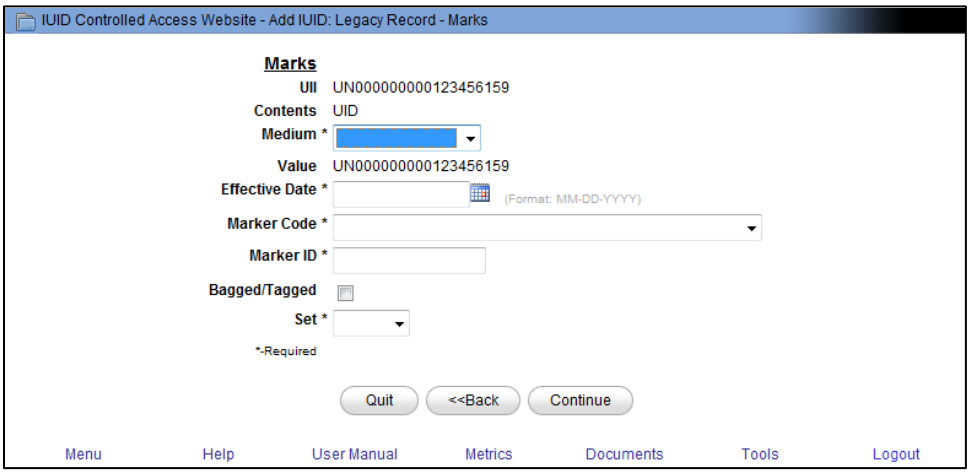


Figure 5 - 132. Add IUID: Legacy Record–Marks

Enter Marks information and click on the **Continue** button. Note: Rules for applying Marks to items can be found on Page 25 of this SUM. If an item is GFP or Legacy, Defined may be an option on the Medium drop-down menu. If you wish to add a Defined mark, see the "Defined Marks Notes" section on Page 38.

The next section displayed is the Special Tooling or Special Test Equipment page similar to Figure 5-133.

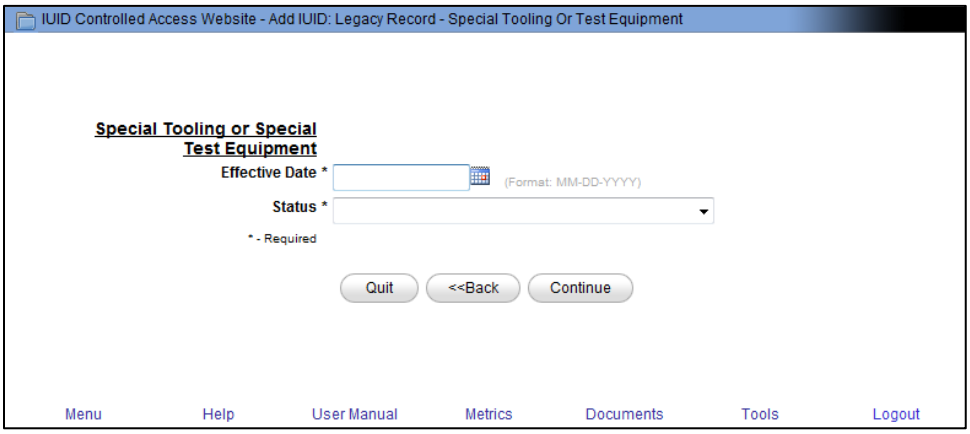


Figure 5 - 133. Special Tooling or Special Test Equipment Form

Select an effective date from the calendar, and then select a status from the drop-down menu. Options are Not Special Tooling or Test Equipment, Special Test Equipment (STE), and Special Tooling (ST). When satisfied with entries, click the **Continue** button.

When all data has been entered and the last Continue button has been selected, data is compiled and displayed similar to Figure 5-134.

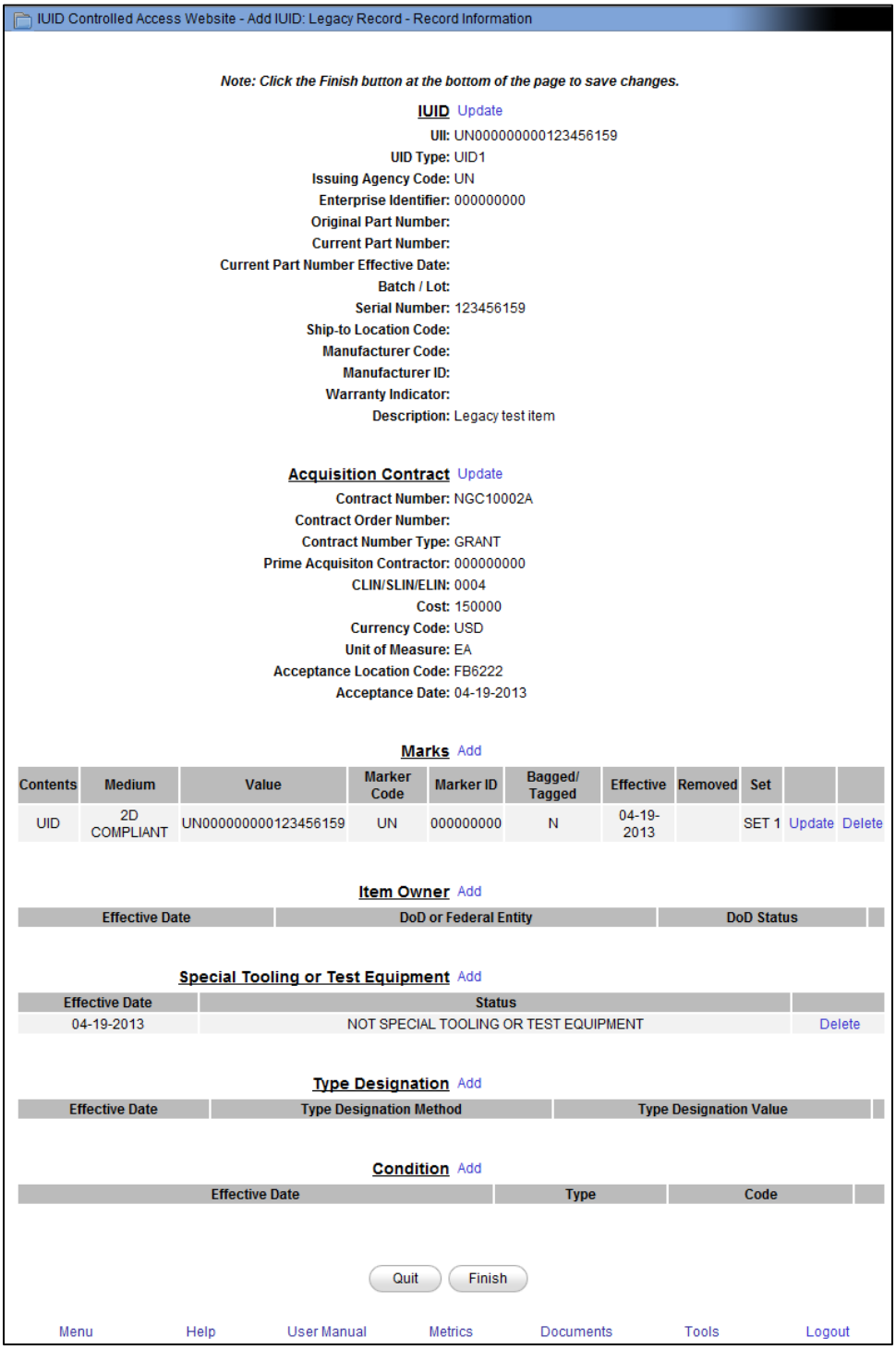


Figure 5 - 134. Compiled Add IUID: Legacy Page

Review data. Use the Update, Add, and Delete links to change any of the information shown. Select the **Update** link next to IUID to display the Add IUID: Legacy Record Pedigree Page, Figure 5-131.

The **Add link** next to Marks is explained in the Add New Acquisition section. The Add Marks page is shown in Figure 5-132. To remove a Mark, click on the **Delete** link next to the Mark information.

The Mark information is removed from the Add IUID page. As UID Mark and Physical Mark are required, another Mark will need to be added in order to finish the addition of the UII. See Mark rules on Page 25.

When satisfied that data is correct and ready to submit, click on the Finish button at the bottom of the page. A message is displayed that the IUID record has been added as shown in Figure 5-25.

A Final Note about Adding Items

Type Designation, Figure 5-63; Condition, Figure 5-64; and Item Owner, Figure 5-59, are not required at the time a UII is added to the IUID Registry. This information can be added using the Update function. Note: If the UII was entered before ST/STE was required, the IUID Registry will prompt you to add it the next time you update.

GFP Item

When **GFP Item** is selected, the Add IUID: GFP Item—Acquisition Contract/CLIN Page is displayed similar to Figure 5-32. Continue to process as previously described in Section 5.3.2.1 Add IUID, GFP.

Embedded Item

When **Embedded Item** is selected, the Add IUID: Embedded Item Record - Pedigree page is displayed similar to Figure 5-41. Continue to process as previously described in Section 5.3.2.1 Add IUID, Embedded Item.

The Legacy users' Update IUID, Correct IUID, Update Non-UII GFP, and Queries are the same as previously described for the contractor user. See Section 5.3.2.2 for Update IUID, Section 5.3.2.3 for Correct IUID, Section 5.3.2.4 for Update Non-UII GFP, and Section 5.3.2.5 for Queries.

Legacy User Correct IUID Note: A Legacy user may correct any UIIs that were entered by a user that is related to the same organization; that is, the users signed up for one or more of the same DoDAACs in BRS.

5.3.3.2 Reports

By design, the GFP Reports will only work if the contract is for an end item (not an embedded item) containing a part number with a value on it. Select the **Reports** option on the Main Menu to display the IUID Registry Reports page as shown in Figure 5-135.

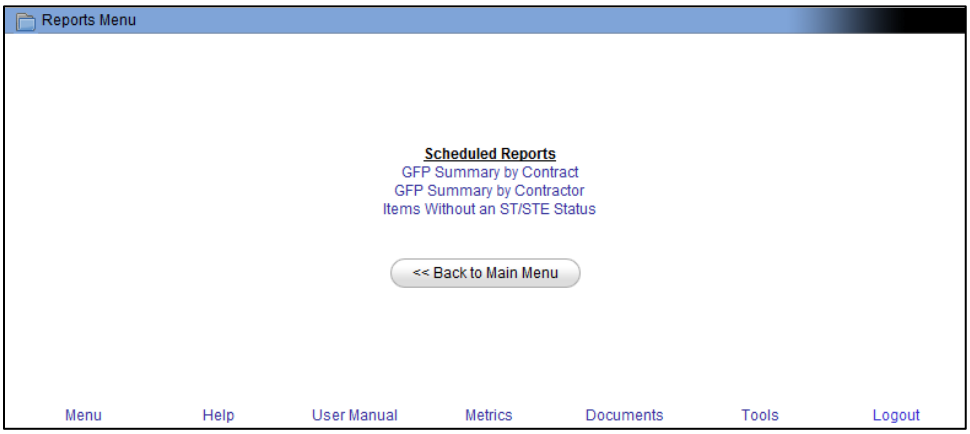


Figure 5 - 135. Legacy User Reports Menu

The IUID Registry GFP Summary produces reports that can be requested. The ability to run a report is determined by the user's level and type of access. Also, if a user is allowed to run a report, the data appearing on the report is determined by the user's access. Possible reports include GFP Summary by Contract, GFP Summary by Contractor, and Items Without an ST/STE Status.

Requested Reports: GFP Summary by Contract

When **GFP Summary by Contract** is selected from the Reports page, the GFP Summary by Contract Report Search screen is displayed as shown in Figure 5-136.

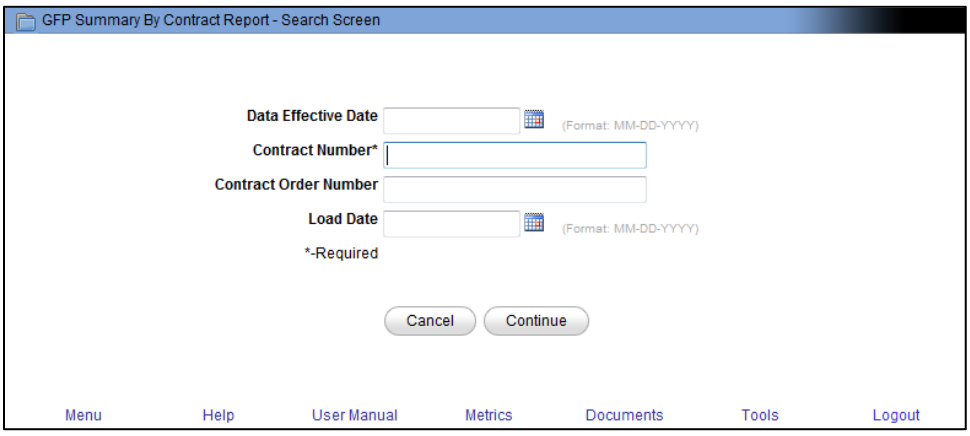


Figure 5 - 136. GFP Summary By Contract Report Search Screen

Enter the Contract Number. The Data Effective Date, Contract Order Number, and the Load Date are optional. The "Data Effective Date" is the date to show all the data that was effective on a particular date. The "Load Date" is the date the data was entered. Click the **Continue** button. If the

Contract Number is found, the GFP Summary By Contract Report is displayed as shown in Figure 5-137.

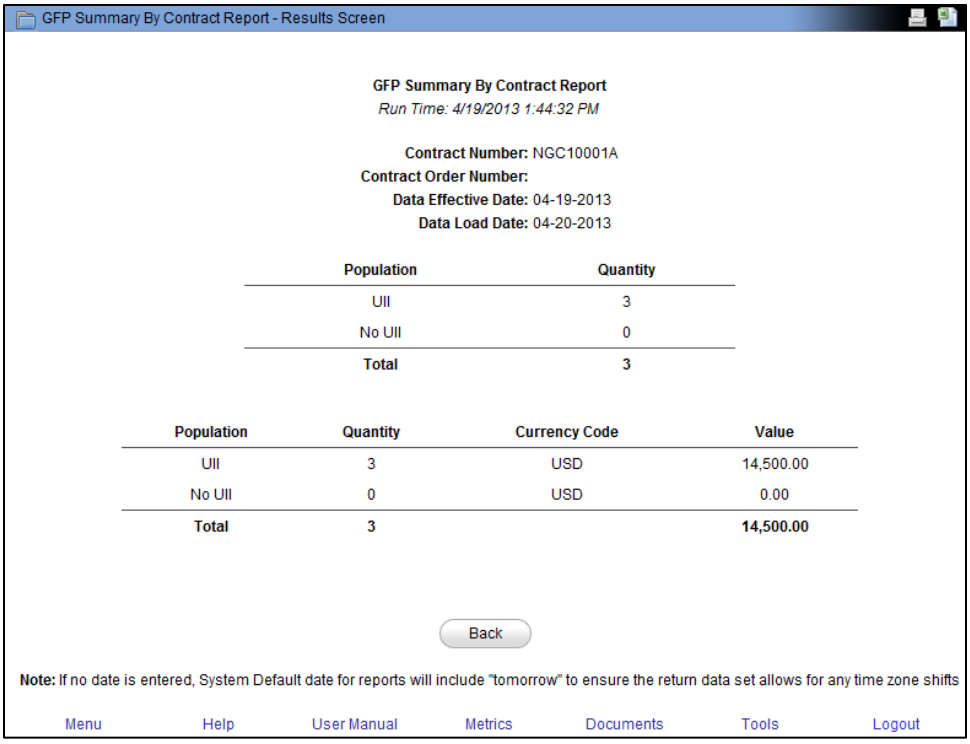


Figure 5 - 137. GFP Summary By Contract Report

The GFP Summary by Contract Report shows the total number of items and their total value by category. Only those items that are actively GFP on the entered date appear on the report. If no date is provided, the current date is used. The report provides a total for the number of items and their values. The report shows the selection criteria as well as the date and time the report was run.

If none is found, a message is displayed as shown in Figure 5-138.

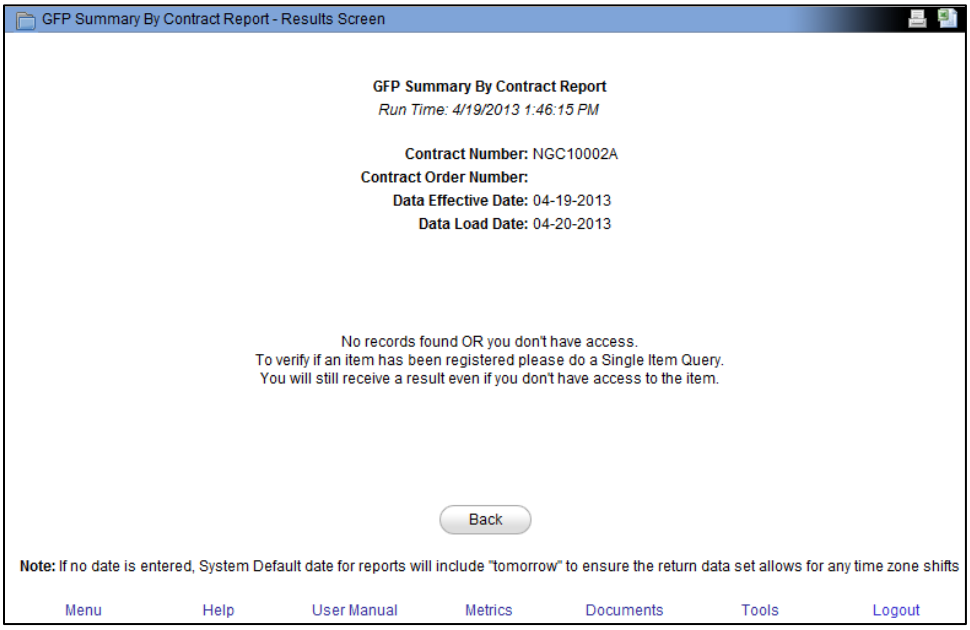


Figure 5 - 138. GFP Summary Report – No Records Found

If no record is displayed, you may not have access to the record. To verify that an item has been registered, perform a Single Item Query. You will still receive a result even if you don't have access to the item.

Click on the **Back** button to return to the Reports Menu screen.

Requested Reports: GFP Summary by Contractor

When GFP Summary by Contractor is selected from the Reports page, the GFP Summary by Contractor Report page is displayed as shown in Figure 5-139.

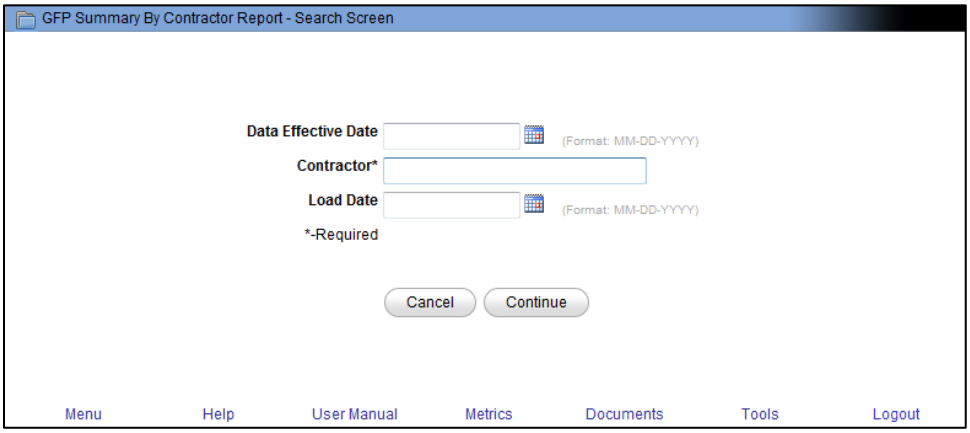


Figure 5 - 139. GFP Summary By Contractor Report

Enter the Effective Date and Contractor Identifier—for example a DUNS Number or CAGE Code. The "Effective Date" is the date to show all the data that was effective on a particular date. The "Load" date is the date the data was entered. Click **Continue**. The GFP Summary By Contractor Report is displayed as shown in Figure 5-140.

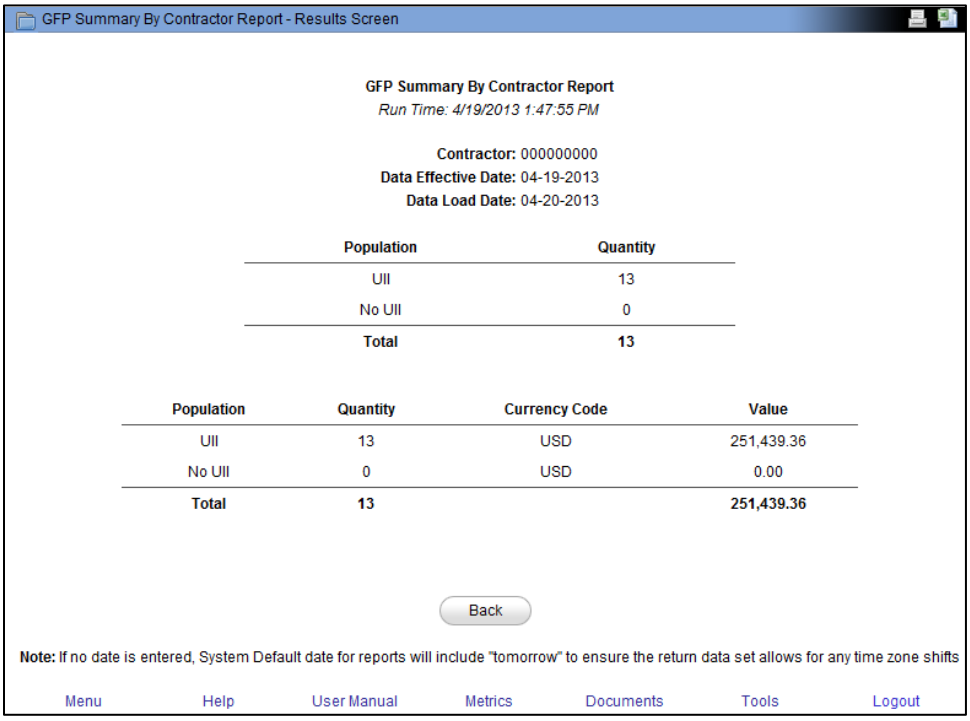


Figure 5 - 140. GFP Summary By Contractor Report

For an entered GFP Prime Contractor and date, the IUID Registry produces a report that shows the total number of items and their total value by population then by quantity. Only those items that are actively GFP on the entered date under the entered GFP Prime Contractor appear on the report. If no date is provided, the current date is used. The report provides a total for the number of items and their values. The report shows the selection criteria as well as the date the report was run.

A contractor may access GFPs without UIIs where their CAGE, DUNS, and DoDAAC matches the GFP Prime Contractor Identifier of the custody contract associated with the GFP. For updates, they may access only when adding a UII or a condition code to a non-UIIed GFP item.

Note: If no records are found, a message is displayed similar to Figure 5-138.

Requested Reports: Items Without an ST/STE Status

To request a report of all items without a Special Tooling or Test Equipment Status, click on the **Items Without an ST/STE Status** link on the Reports Menu page. The Previously Embedded Items Without a Required ST/STE Status form is displayed as shown in Figure 5-141.

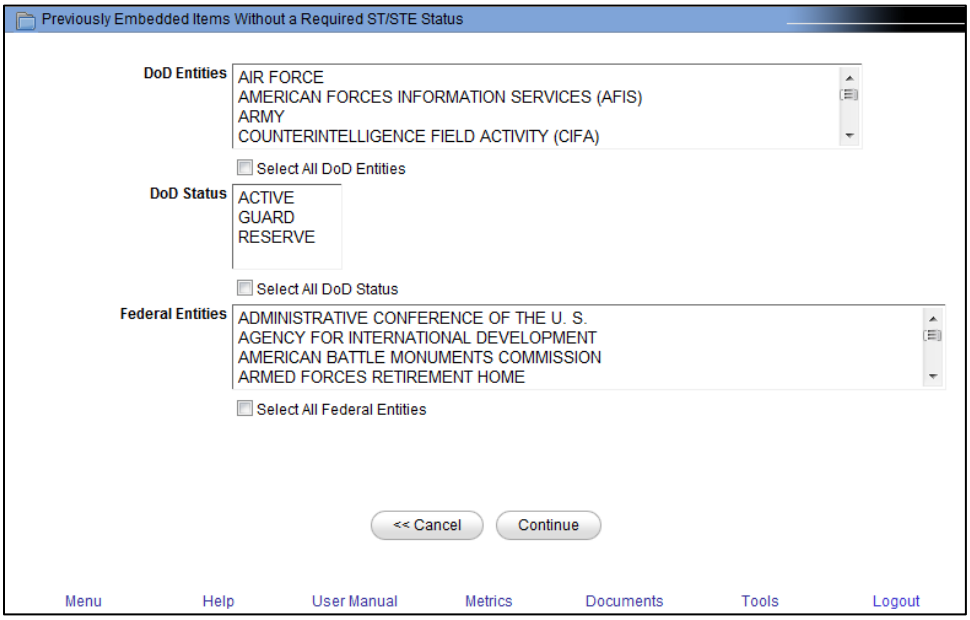


Figure 5 - 141. Items Without an ST/STE Status Selection Form

Select the desired elements of the report by selecting one or multiple DoD Entities, DoD Status, or Federal Entities. Use the check boxes to select all of each category. Selecting “Select All...” for each element, an ST/STE Report Results page is displayed similar to Figure 5-142.

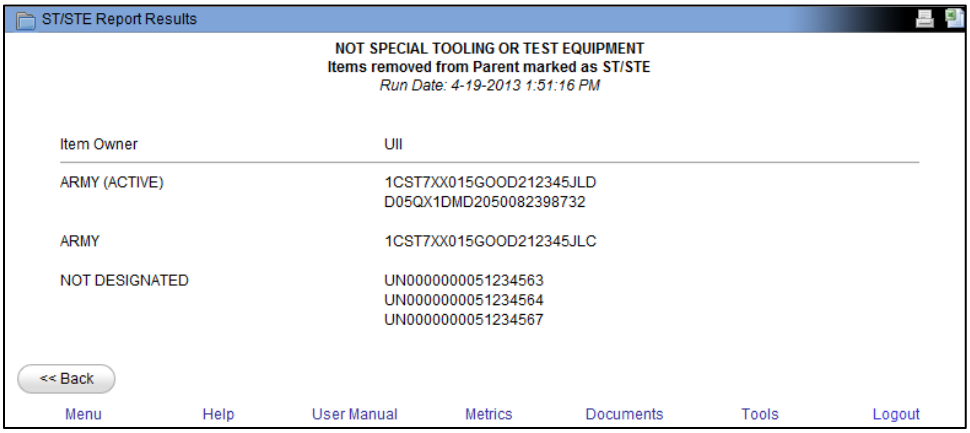


Figure 5 - 142. ST/STE Report Results

Item Owners and UII for the items are listed on the report results page. Use the **Back** button to return to the report selection page.

5.3.4 DCMA User

When a DCMA user logs on to IUID, the DCMA Main Menu is displayed as shown in Figure 5-143.

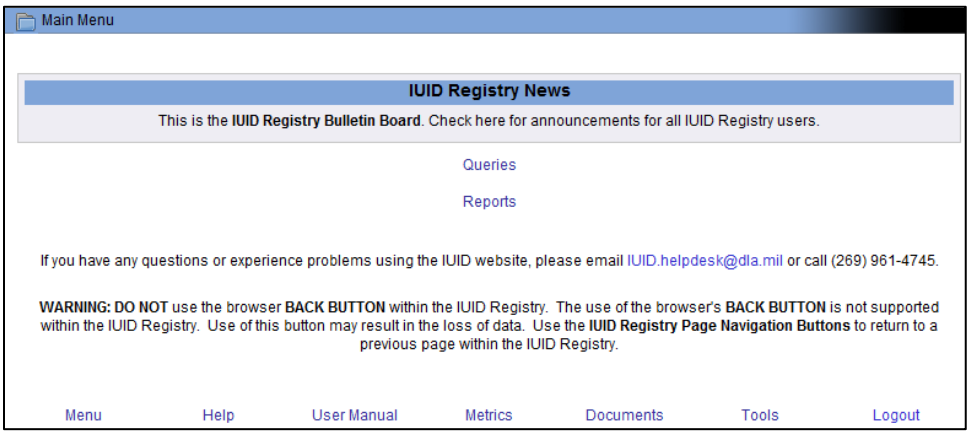


Figure 5 - 143. DCMA User Main Menu

DCMA users have two options on the menu: Queries and Reports.

5.3.4.1 Queries

Select the **Queries** option to display the IUID Queries Menu page as shown in Figure 5-84. See Section 5.3.2.5, Queries, for more information about queries.

5.3.4.2 Reports

Select the **Reports** option to display the IUID Reports Menu page as shown in Figure 5-135. See Section 5.3.3.2, Reports, for more information about reports.

5.3.5 Inquiry User

When an Inquiry user logs in to the IUID Registry website, the IUID Main Menu page is displayed as shown in Figure 5-144.

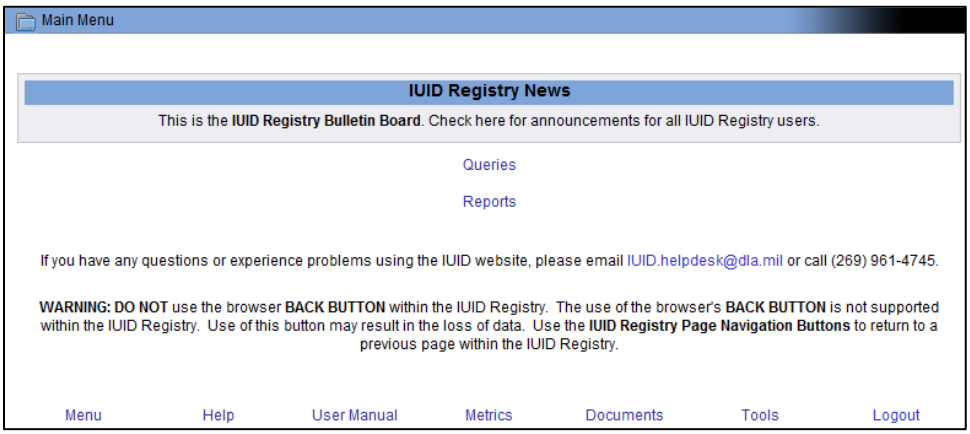


Figure 5 - 144. Inquiry User Main Menu Page

The Inquiry user has two options on the menu: Queries and Reports.

5.3.5.1 Queries

Select the **Queries** option to display the IUID Queries Menu page as shown in Figure 5-84. See Section 5.3.2.5, Queries, for more information about queries.

5.3.5.2 Reports

Select the **Reports** option to display the IUID Reports Menu page as shown in Figure 5-135. See Section 5.3.3.2, Reports, for more information about reports.

5.3.6 Application Program Interface (API)

The IUID Registry Application Programming Interfaces (APIs) are designed for experienced web developers to develop their own applications to consume our API/web Services. The IUID Registry has several APIs available for users to receive various types of data.

The IUID Registry is a searchable database. In addition to the web interface, eight dual overloaded APIs are available for accessing the database. These APIs can be used to verify that an entry exists for one or more Unique Item Identifiers (UII); return the UIIs for an Enterprise Identifier and Serial number, and optionally Part Number and Batch/Lot; fetch a subset of the pedigree data for a given UII; and validate the UII created by its parts.

- Element Retrieval – This API is used to retrieve a subset of the pedigree data for a UII—namely, Enterprise Identifier, Serial Number, Original Part Number, and Batch Lot. One or more UIIs may be provided in each API call.
- General API This API is used to return from a subset of data up to all associated data for a list of one or more UII values.
- Procurement API – This API is used to return a list of Contract values that have a given DoDAAC in them.
- UII Retrieval – In this API, the matching UII is returned - if found - for each set of pedigree data provided. A set of pedigree data requires the Enterprise Identifier and Serial Number and may include the Part Number and/or Batch/Lot Number.
- UII Retrieval from Marks – Use this API to retrieve one or more UIIs by passing in one or more sets of Marks. For each Mark set supplied, the API will return any associated UIIs for the given Mark set. A Mark set consists of one or more marks but must contain one of the following values for its Content:

    - HULL NUMBER
    - INTERNAL ASSET NUMBER
    - PROPERTY CONTROL NUMBER
    - SERIAL NUMBER
    - TAIL NUMBER
    - USA NUMBER
    - USAF NUMBER
    - USN NUMBER

    The API checks against active marks only. For each query, the API responds with one or more UIIs matching the mark criteria or “none” if there is no match. Each query shall be identified in the response by returning the query values followed by that particular query’s results.

- UII Validation – This API is used to validate the UII construction from its parts and to determine whether or not a UII resides in the Registry. One or more UIIs may be provided in a single query.
- UII Verification – This API is used to verify whether or not a UII resides in the registry. One or more UIIs may be provided in a single query. For each UII provided, the API will return a “registered” or “not registered” value that lets the questioner know if an item with that UII value has already been registered.

APIs

- Warranty API – This API allows retrieval of UII warranty information including Warranty Indicators and their associated Warranty Indicator Date, Award Instrument (Contract), and Warranty Event. One or more UIIs may be provided in a single query.

5.4 Related Processing

None.

5.5 User Data Backup

User Data backup is not applicable to the end user since the database tables do not reside on the user's workstation.

5.6 Recovery from Errors, Malfunctions, and Emergencies

If the user's workstation or software used to access the IUID Registry experiences an error or malfunction, consult the applicable customer service or documentation. In general if an issue occurs, try closing the browser and reopening it. If problems persist, try shutting down your computer and restarting it.

5.7 Error Messages

Error messages are displayed on the IUID Registry pages when the page cannot be processed. The action to take is self-explanatory and depends on what the error is. Figure 5-145 is an example of how error messages are displayed.

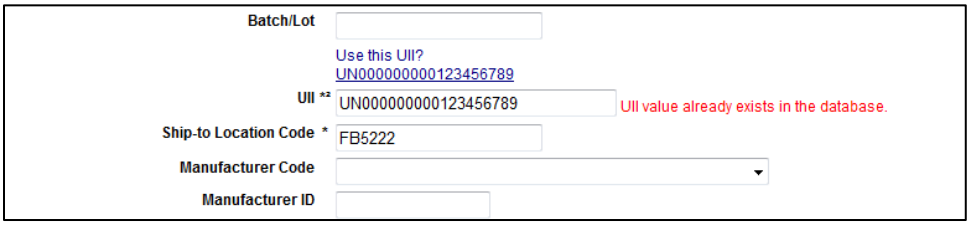


Figure 5 - 145. Sample Error Message

In Figure 5-145 the UII cannot be completed because the UII value already exists in the database.

5.8 Known Issues

There are no known issues with the 5.1.5 release of the IUID Registry.

6. Notes

See Appendix A for acronyms and definitions and Appendix B for data field explanations. Appendix C contains an index of terms.

APPENDIX A—ACRONYMS

ACRONYM LIST

CAGE	Commercial and Government Entity
CLIN	Contract Line Item Number
DCMA	Defense Contract Management Agency
DLAR	Defense Logistics Agency Regulation
DoD	Department of Defense
DoDAAC	Department Of Defense Activity Address Code--must be valid per the DAASC Inquiry system
DUNS	Data Universal Numbering System
ELIN	Exhibit Line Item Number
GEX	Global Exchange (ecommerce/electronic data interchange)
GFP	Government Furnished Property
IAC	Issuing Agency Code
ID	Identification
IP	Internet Protocol
IUID	Item Unique Identification
KBPS	Kilobytes per second
LAN	Local Area Network
LTDD	Lost, Theft, Damaged and Destroyed
MAPAC	Military Assistance Program Address Code
MB	Megabytes
OS	Operating System
PCARSS	Plant Clearance Automated Reutilization Screening System
PIPC	Property in Possession of Contractors
SLIN	Sub-Line Item Number
SSL	Secure Socket Layer
SSN	Social Security Number
SUM	Software User Manual
TCP/IP	Transfer Control Protocol/Internet Protocol
UID	Unique Identification
UII	Unique Item Identifier
URL	Uniform Resource Locator (world wide Web address)

APPENDIX B—DATA FIELD EXPLANATIONS

IUID and Acquisition Contract Sections	
Field	**Explanation**
Acquisition Contract Number	The number referring to the agreement between the government and an enterprise under which the items were procured. All punctuation and spaces are removed before loading into IUID Registry. After all punctuation and spaces are removed, must meet all of the following conditions: • Up to 25 alphanumeric characters • Cannot contain the letters "I" and "O" • Position 7-8 must be numeric • Position 9 must be alpha
Acquisition Contract Order Number	Must be alphanumeric. Cannot contain the letters "I" and "O". Position 1 cannot contain the letters "A" and "P". If provided, <**ContractNumber**> must be provided.
Acquisition Contract Number Type	Refers to the type of contract agreement between the government and the enterprise under which the items were procured. Select one from the drop-down menu: Cooperative Agreement DoD Contract (Far) DoD Contract (Non-Far) Grant Intergovernmental Federal Intergovernmental Non-Federal International Agreement Intragovernmental No Contract Provided Non-DoD Contract (Far) Non-DoD Contract (Non-Far) Other Agreement Purchase Card
Prime Contractor Identifier	Identifies the agency that holds the contract for the UII; this can be a DUNS No. or a CAGE Code. Must meet one of the following conditions and validate against SAM [Note that in August 2012, CCR was retired and replaced with SAM.]: • Must be 5 digits and alphanumeric • Must be 9 digits and numeric

<table>
<tr><th colspan="2">IUID and Acquisition Contract Sections</th></tr>
<tr><th>Field</th><th>Explanation</th></tr>
<tr><td>CLIN/SLIN/ELIN</td><td>Contract Line Item Number/ Standard Line Item Number/ Equipment Line Item Number for the UII, must be alphanumeric, and cannot contain the letters “I” and “O”. May be entered as entirely alpha, entirely numeric, or alphanumeric</td></tr>
<tr><td>Acceptance Date</td><td>The date the UII item was accepted by the ship-to code location</td></tr>
<tr><td>Acceptance Location Code</td><td>A valid six-character DoDAAC--must be valid per the DAASC Inquiry system</td></tr>
<tr><td>Acquisition Cost</td><td>Applies to a contract, the Cost associated with an item at the time of acquisition. A floating decimal format, up to 18 characters. Enter cost per unit of measure. This is a numeric value without the currency symbol. Decimal place should be appropriate for selected currency. For example "5001.25" means "$5,001.25 per each" when United States of America Dollar is selected for currency code, and each is the unit of measure.
Note: If a Custody record is provided, the item is considered GFP and Acquisition Cost must be provided.</td></tr>
<tr><td>Acquisition Value</td><td>The cost incurred by the DoD when there is a Rollover, the value added to an item when it is updated. Provide only when Current Part Number is provided.</td></tr>
<tr><td>Currency Code</td><td>Currency Code is required when you enter either Acquisition Value or Acquisition Cost. When provided, value must be from the International Standard Organization (ISO) 4217 standard. Select from drop-down menu.</td></tr>
<tr><td>Unit of Measure</td><td>Must be from the ANSI ASC X12 Data Element Dictionary, Data Element 355. Default value is EA.</td></tr>
<tr><td>UII Type</td><td>Designator to indicate which method has been used to uniquely identify the item. Possible values are:
<table>
<tr><th>UII Type</th><th>Explanation</th></tr>
<tr><td>UID1</td><td>UID Construct 1</td></tr>
<tr><td>UID2</td><td>UID Construct 2</td></tr>
<tr><td>VIN</td><td>Vehicle Identification Number</td></tr>
<tr><td>GRAI</td><td>Global Returnable Asset Identifier</td></tr>
<tr><td>GIAI</td><td>Global Individual Asset Identifier</td></tr>
<tr><td>ESN</td><td>Electronic Serial Number</td></tr>
</table></td></tr>
<tr><td>Issuing Agency Code</td><td>Designator to indicate which code is used in the Enterprise Identifier. The Issuing Agency Code is required if an Enterprise Identifier is entered. Possible values are:
<table>
<tr><th>Issuing Agency Code</th><th>Explanation</th></tr>
<tr><td>UN</td><td>DUNS</td></tr>
<tr><td>RH</td><td>Health Industry Business Communications Council</td></tr>
<tr><td>LH</td><td>EHIBCC</td></tr>
<tr><td>LD</td><td>DoDAAC</td></tr>
<tr><td>LB</td><td>ANSI T1.220</td></tr>
<tr><td>D</td><td>CAGE</td></tr>
<tr><td>0, 1, 2, 3, 4, 5, 6, 7, 8, or 9</td><td>EAN.UCC Company Prefix</td></tr>
</table></td></tr>
</table>

IUID and Acquisition Contract Sections	
Field	**Explanation**
Enterprise Identifier	Identifies the enterprise that assigned the item with the UII data elements. If UII Type is UID1 or UID2, this is the same enterprise identifier that was used in the construct. The Enterprise Identifier is required if an Issuing Agency Code is entered. • If Issuing Agency Code = "D", must be 5 digits and alphanumeric. Validate against SAM. • If Issuing Agency Code = "LD", must be 6 digits and alphanumeric. • If Issuing Agency Code = "UN", must be 9 digits and numeric.
Original Part Number	The enterprise assigned part number corresponding to the assigned UII. The Batch/Lot or Original Part Number is required if UID Type is UID2 and the part number was used within the UII. Also, if a current part number is entered when adding a new item, the original part number is then required.
Current Part Number	Used only if the item's current part number is different from the Original Part Number. When a UII is first created, the part number entered is considered the "original part number". If a current part number is entered when adding a new item, the original part number is then required. During any subsequent updates to the record, any new part number that is entered is considered "current". It must be provided if the Current Part Number Effective Date is provided. Note: If the same values for Current Acquisition Value, Current Foreign Currency Code, Current Part Number, and Current Part Number Effective Date are found in a stored part number change for the UII, then it is a duplicate and should be rejected.
Current Part Number Effective Date	The date the item was modified or changed to the current part number from a previous part number. Must be provided if Current Part Number is provided. Select a date from the calendar or enter by typing in the proper format, MM-DD-YYYY. Note: If there exists a Life cycle event where Event = "Consumed", "Destroyed-Accident", "Destroyed-Combat", "Expended-Normal Use", "Expended-Experimental/Target", "Lost", "Scrapped", or "Stolen", then Current Part Number Effective Date must be before the Event Date.
Serial Number	The enterprise assigned serial number corresponding to the assigned UII. The serial number may be within the enterprise or within the original part number. Serial Number is required if UID Type is UID1 or UID2.
Batch/Lot	Batch/Lot is required if UID Type is UID2 and the Batch/Lot was used within the UII. It is also required if the Original Part Number is not used.
UII	The code that uniquely identifies the item in the IUID system. This code is case sensitive.
Ship-to Location Code	Must be a valid DoDAAC-- must be valid per the DAASC Inquiry system

<table>
<tr><th colspan="2">IUID and Acquisition Contract Sections</th></tr>
<tr><th>Field</th><th>Explanation</th></tr>
<tr><td>Manufacturer Code</td><td>The designator to indicate which code was used in the Manufacturer Identifier. It is required if Manufacturer Identifier is provided. Possible values are:
<table>
<tr><th>Manufacturer Code</th><th>Explanation</th></tr>
<tr><td>UN</td><td>DUNS</td></tr>
<tr><td>LH</td><td>EHIBCC</td></tr>
<tr><td>LD</td><td>DoDAAC</td></tr>
<tr><td>LB</td><td>ANSI T1.220</td></tr>
<tr><td>D</td><td>CAGE</td></tr>
<tr><td>0, 1, 2, 3, 4, 5, 6, 7, 8 or 9</td><td>EAN.UCC Company Prefix</td></tr>
</table></td></tr>
<tr><td>Manufacturer ID</td><td>Required if Manufacturer Code is provided. Must be different from the Enterprise Identifier.
If Manufacturer Code = “D”, must be 5 digits and alphanumeric. Validate against SAM.
If Manufacturer Code = “LD”, must be 6 digits and alphanumeric.
If Manufacturer Code = “UN”, must be 9 digits and numeric.</td></tr>
<tr><td>Warranty Indicator</td><td>Indicates whether or not a warranty accompanies the item. When a warranty indicator is added to a record, the date entered is generated in the record history.</td></tr>
<tr><td>Description</td><td>Description of the item, no limit in number of characters</td></tr>
<tr><td>Correction Reason</td><td>Reason for Correction, required field. 1,000 character limit.</td></tr>
</table>

<table>
<tr><th colspan="2">Marks Page</th></tr>
<tr><th>Data Field</th><th>Explanation</th></tr>
<tr><td>Contents</td><td>Select from drop-down:
CONTRACT NUMBER — PROPERTY CONTROL NUMBER
DATE OF MANUFACTURE — SERIAL NUMBER
FAA CERTIFICATION — SERVICE/AGENCY/COMMAND
HULL NUMBER — SUPPLIER NAME
INTERNAL ASSET NUMBER — TAIL NUMBER
ITEM NOMENCLATURE — TYPE DESIGNATION
LOT NUMBER — UID
MANUFACTURER CAGE — USA NUMBER
MANUFACTURER NAME — USAF NUMBER
NATIONAL STOCK NUMBER — USN NUMBER
PART NUMBER, — VESSEL CLASS
Must be "UID" if Value contains "DEFINED"</td></tr>
<tr><td>Medium</td><td>Must contain one of the following:
o "2D COMPLIANT" o "CMB" o "RFID"
o "NONCOMPLIANT DATA MATRIX" o "PDF417" o "DEFINED"
o "HUMAN READABLE" o "BARCODE" o PROFILE
If Medium Code contains "DEFINED", then Contents must be "UID".</td></tr>
<tr><td>Value</td><td>Required unless the Contents contains "UID".</td></tr>
<tr><td>Effective Date</td><td>Select a date this mark is effective by clicking on the calendar, or enter the date</td></tr>
</table>

<table>
<tr><th colspan="2">Marks Page</th></tr>
<tr><th>Data Field</th><th>Explanation</th></tr>
<tr><td></td><td>by typing in the field using the proper format, MM-DD-YYYY.</td></tr>
<tr><td>Removal Date</td><td>The effective date from the incoming UII mark event.</td></tr>
<tr><td>Marker Code</td><td>When provided, must be one of the following values:
<table>
<tr><th>Code</th><th>Explanation</th></tr>
<tr><td>UN</td><td>DUNS</td></tr>
<tr><td>LH</td><td>EHIBCC</td></tr>
<tr><td>LD</td><td>DoDAAC</td></tr>
<tr><td>LB</td><td>ANSI T1.220</td></tr>
<tr><td>D</td><td>CAGE</td></tr>
<tr><td>0, 1, 2, 3, 4, 5, 6, 7, 8, 9</td><td>EAN.UCC</td></tr>
</table></td></tr>
<tr><td>Marker ID</td><td>The item that is identified in the marker code, such as DUNS No., CAGE Code, UCC, etc.
• If Marker Code = “D”, must be 5 digits and alphanumeric. Validate against SAM.
• If Marker Code = “LD”, must be 6 digits and alphanumeric.
• If Marker Code = “UN”, must be 9 digits and numeric.</td></tr>
<tr><td>Bagged/Tagged</td><td>Select the Bagged/Tagged check box if mark is applied to a tag attached to the item instead of directly on the item via a label, data plate, or direct part mark.</td></tr>
<tr><td>Set</td><td>Select from drop down one of “Set 1”, “Set 2”, “Set 3”, “Set 4”, “Set 5”, “Set 6”, “Set 7”, “Set 8”, or “Set 9”.
A set is used to indicate what markings are on one data plate or grouping. If no entry is selected, the default is Set 1.</td></tr>
</table>

<table>
<tr><th colspan="2">GFP/Custody Page</th></tr>
<tr><th>Data Field</th><th>Explanation</th></tr>
<tr><td>Custodial Contract Number</td><td>The number referring to the agreement between the government and an enterprise under which the item is designated as GFP. If the item was associated with one contract as GFP and the association is being changed directly to another contract, this would contain the second contract's number.
Remove all punctuation and spaces before loading into IUID Registry. After all punctuation and spaces are removed, must meet all of the following conditions:
• Must be alphanumeric
• Cannot contain the letters “I” or “O”
• Positions 7-8 must be numeric
• Position 9 must be alpha</td></tr>
<tr><td>Custodial Contract Order Number</td><td>Must be alphanumeric. Cannot contain the letters “I” and “O”. Position 1 cannot contain the letters “A” and “P”.

If provided, <ContractNumber> must be provided.</td></tr>
<tr><td>Custodial Contract Number Type</td><td>Refers to the type of contract agreement between the government and the enterprise under which the items were procured. Select one from the drop-down menu:
Cooperative agreement Intragovernmental
DoD contract (FAR) Micropurchase</td></tr>
</table>

GFP/Custody Page	
Data Field	**Explanation**
	DoD contract (Non-FAR) Non-DoD Contract (FAR) Grant Non-DoD Contract (Non-FAR) Intergovernmental Other Agreement International Agreement
CAGE Code	Five-digit alphanumeric code identifying a government contractor. Must be in SAM. At least one of CAGE, DoDAAC, and DUNS must be reported.
DoDAAC	Six-character Department Of Defense Activity Address Code-must be valid per the DAASC Inquiry system. At least one of CAGE, DoDAAC, and DUNS must be reported. DoDAAC is not the preferred entry for GFP/Custody.
DUNS	The nine-digit DUNS Code of the Prime Contractor specified in the contract. At least one of CAGE, DoDAAC, and DUNS must be reported.
Sent Date	The date the item is sent to the contractor or to the government. Cannot be later then the date the file is processed. If there exists a life cycle event where Event = "Consumed", "Destroyed-Accident", "Destroyed-Combat", "Expended-Normal Use", "Expended-Experimental/Target", "Lost", "Scrapped", or "Stolen", then Sent Date must be before the Event Date. If both Received Date and Sent Date are provided, Sent Date cannot be later than Received Date.
Received Date	The date the item is received by the government or by the contractor. Cannot be later then the date the file is processed. If there exists a life cycle event where Event = "Consumed", "Destroyed-Accident", "Destroyed-Combat", "Expended-Normal Use", "Expended-Experimental/Target", "Lost", "Scrapped", or "Stolen", then Received Date must be before the Event Date.
Category code	Choices are "E – Equipment" and "M – Material." • Equipment is a tangible article of personal property that is complete in-and-of itself, durable, nonexpendable, and needed for the performance of a contract. Equipment generally has an expected service life of one year or more, and does not ordinarily lose its identity or become a component part of another article when put into use. • Material is property that may be consumed or expended during the performance of a contract, component parts of a higher assembly, or items that lose their individual identity through incorporation into an end-item. Material does not include Equipment, Special Tooling, Special Test Equipment, or Unique Federal Property.
Status code	Choices are "K", Contractor Custody, and "G", government custody.

Add Rollover Page	
Field	**Explanation**
Rollover Type	Identifies the type of rollover. Must be one of the following: BATCH OR LOT NUMBER PART NUMBER
Rollover Value	The new value assigned to the item as identified by the Rollover Type because of the rollover event.

Add Rollover Page	
Field	**Explanation**
Current Acquisition Value	The cost of the rollover incurred by the DoD.
Current Foreign Currency Code	International Organization of Standardization code from ISO 4217 representing the currency unit of Current Acquisition Value.
Rollover Contract Number	The number of the award instrument under which the rollover occurred.
Rollover Contract Number Type	The type of award instrument. Must be one of the following: "DOD CONTRACT (FAR)" "DOD CONTRACT (NON-FAR)" "PURCHASE CARD" – Does not include use of the purchase card as a payment device "GRANT" "COOPERATIVE AGREEMENT" "OTHER AGREEMENT" - arrangements with non-Governmental entities that don't fit into any of the 5 contract types listed above "INTRAGOVERNMENTAL" - e.g. MIPR - includes organic manufacture "INTERGOVERNMENTAL FEDERAL" - i.e. bought from other Federal Department or Agency "INTERGOVERNMENTAL NON-FEDERAL" - i.e. bought from state or local government in the US "MICROPURCHASE" "NON-DOD CONTRACT (FAR)" "NON-DOD CONTRACT (NON-FAR)" "INTERNATIONAL AGREEMENT" - i.e. acquired from foreign government, or international entity such as the United Nations
Rollover Description	New description of the item that reflects the rollover.
Rollover Effective Date	The date the item incurred the rollover. • Rollover Effective Date must be later than the Acceptance Date or Load Date. • Cannot be later then the date the file is processed plus one day. • If item was entered as 'NEW', cannot precede the item's Acceptance Date. • If the item was entered as 'LEGACY', cannot precede the Acceptance Date if provided. • If Acceptance Date was not provided, cannot precede the load date. • If there exists a life cycle event where the event is "CONSUMED", "DESTROYED-ACCIDENT", "DESTROYED-COMBAT", "EXPENDED-NORMAL USE", "EXPENDED-EXPERIMENTAL/TARGET", "SCRAPPED", or "STOLEN", then the Rollover Effective Date must be before the Event Date. • If there exists a life cycle event where event is "ABANDONED", "DONATED", "EXCHANGED-REPAIR", "EXCHANGED-SOLD", "EXCHANGED-WARRANTY", "LEASED", "LOANED", "RETIRED", "SOLD-FOREIGN GOVT", "SOLD-HISTORIC", "SOLD-OTHER FEDERAL", or "SOLD-STATE/LOCAL", Then if there is only one Life Cycle Event, then the Rollover Effective Date must be before the Event Date. Or if there are multiple Life Cycle Events, then Rollover effective date

Add Rollover Page	
Field	**Explanation**
	must be between the "REINTRODUCED" event date and the subsequent (if it exists) Life Cycle Event event date or Rollover effective date must be before the first Life Cycle Event event date.
Rollover Warranty Indicator	Indicates whether or not a new warranty is provided with the item due to the rollover. Must be one of the following: "NO" "YES" If it is unknown if there is a warranty, do not provide the element.

Item Owner Page	
Field	**Explanation**
Effective Date	Cannot be later then the date the file is processed plus one day.
DoD or Federal Entity	Either <**DoDEntity**> or <**FederalEntity**> must be provided but not both.
DoD Status	Must be one of the following: "AIR FORCE" "AMERICAN FORCES INFORMATION SERVICES (AFIS)" "ARMY" "COUNTERINTELLIGENCE FIELD ACTIVITY (CIFA)" "DEFENSE ACQUISITION UNIVERSITY (DAU)" "DEFENSE ADVANCED RESEARCH PROJECTS AGENCY (DARPA)" "DEFENSE COMMISSARY AGENCY (DECA)" "DEFENSE CONTRACT AUDIT AGENCY (DCAA)" "DEFENSE CONTRACT MANAGEMENT AGENCY (DCMA)" "DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS)" "DEFENSE INFORMATION SYSTEMS AGENCY (DISA)" "DEFENSE LOGISTICS AGENCY (DLA)" "DEFENSE MEDIA CENTER (DMC)" "DEFENSE MICROELECTRONICS ACTIVITY (DMEA)" "DEFENSE PRISONERS OF WAR/MISSING PERSONNEL OFFICE (OSD/DPMO)" "DEFENSE SECURITY COOPERATION AGENCY (DSCA)" "DEFENSE SECURITY SERVICE (DSS)" "DEFENSE TECHNICAL INFORMATION CENTER (DTIC)" "DEFENSE THREAT REDUCTION AGENCY (DTRA)" "DEPARTMENT OF DEFENSE INSPECTOR GENERAL (DODIG)" "DEPT OF DEFENSE EDUCATION ACTIVITY (DODEA)" "MARINE CORPS" "MISSILE DEFENSE AGENCY (MDA)" "NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY (NGA)" "NAVY" "PENTAGON FORCE PROTECTION AGENCY (PFPA)" "TRICARE MANAGEMENT ACTIVITY (TMA)" "U.S. SPECIAL OPERATIONS COMMAND (USSOCOM)" "U.S. TRANSPORTATION COMMAND (USTRANSCOM)" "UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES (USUHS)"

Item Owner Page	
Field	**Explanation**
	UNITED STATES MILITARY ENTRANCE PROCESSING COMMAND (USMEPCOM)" "WASHINGTON HEADQUARTERS SERVICE (WHS)" Attribute: Must contain one of the following values: ACTIVE GUARD RESERVE If <**DoDEntity**> is not one of the following, the attribute <**DoDEntityStatus**> must be "ACTIVE". If another value is provided, issue an informational error and replace the incoming value with "ACTIVE": "AIR FORCE" "ARMY" "MARINE CORPS" "NAVY" If <**DoDEntity**> is one of the following, the attribute <**DoDEntityStatus**> cannot be "GUARD": "MARINE CORPS" "NAVY"
Federal Entity	Must be one of the following: "ADMINISTRATIVE CONFERENCE OF THE U. S." "AGENCY FOR INTERNATIONAL DEVELOPMENT" "AMERICAN BATTLE MONUMENTS COMMISSION" "ARMED FORCES RETIREMENT HOME" "BOARD FOR INTERNATIONAL BROADCASTING" "BROADCASTING BOARD OF GOVERNORS" "COMMISSION ON CIVIL RIGHTS" "COMMITTEE FOR PURCHASE FROM PEOPLE WHO ARE BLIND OR SEVERELY DISABLED" "COMMODITY FUTURES TRADING COMMISSION" "CONSUMER PRODUCT SAFETY COMMISSION" "CORPORATION FOR NATIONAL AND COMMUNITY SERVICE" "COURT SERVICES AND OFFENDER SUPERVISION AGENCY" "DEFENSE NUCLEAR FACILITIES SAFETY BOARD" "DEPARTMENT OF AGRICULTURE" "DEPARTMENT OF COMMERCE" "DEPARTMENT OF EDUCATION" "DEPARTMENT OF ENERGY" "DEPARTMENT OF HEALTH AND HUMAN SERVICES" "DEPARTMENT OF HOMELAND SECURITY" "DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT" "DEPARTMENT OF JUSTICE" "DEPARTMENT OF LABOR" "DEPARTMENT OF STATE"

Item Owner Page	
Field	**Explanation**
	"DEPARTMENT OF THE INTERIOR" "DEPARTMENT OF THE TREASURY" "DEPARTMENT OF TRANSPORTATION" "DEPARTMENT OF VETERANS AFFAIRS" "ELECTION ASSISTANCE COMMISSION" "ENVIRONMENTAL PROTECTION AGENCY" "EQUAL EMPLOYMENT OPPORTUNITY COMMISSION" "EXECUTIVE OFFICE OF THE PRESIDENT" "FEDERAL COMMUNICATIONS COMMISSION"/> "FEDERAL ELECTION COMMISSION" "FEDERAL EMERGENCY MANAGEMENT AGENCY" "FEDERAL ENERGY REGULATORY COMMISSION" “FEDERAL HOUSING FINANCE AGENCY" "FEDERAL HOUSING FINANCE BOARD" "FEDERAL LABOR RELATIONS AUTHORITY" "FEDERAL MARITIME COMMISSION" "FEDERAL MEDIATION AND CONCILIATION SERVICE" "FEDERAL MINE SAFETY AND HEALTH REVIEW COMMISSION" "FEDERAL TRADE COMMISSION" "GENERAL SERVICES ADMINISTRATION" "INTERNATIONAL BOUNDARY AND WATER COMMISSION: U.S.-MEXICO" "INTERNATIONAL TRADE COMMISSION" "INTERSTATE COMMERCE COMMISSION" "J. F. KENNEDY CENTER FOR THE PERFORMING ARTS" "LIBRARY OF CONGRESS" "MERIT SYSTEMS PROTECTION BOARD" "MILLENIUM CHALLENGE CORPORATION" "NATIONAL AERONAUTICS AND SPACE ADMINISTRATION" "NATIONAL ARCHIVES AND RECORDS ADMINISTRATION" "NATIONAL CAPITAL PLANNING COMMISSION" "NATIONAL COMMISSION ON LIBRARIES AND INFORMATION SCIENCE" "NATIONAL ENDOWMENT FOR THE ARTS" "NATIONAL ENDOWMENT FOR THE HUMANITIES" "NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES" "NATIONAL GALLERY OF ART" "NATIONAL LABOR RELATIONS BOARD" "NATIONAL MEDIATION BOARD" "NATIONAL SCIENCE FOUNDATION" "NATIONAL TRANSPORTATION SAFETY BOARD" "NUCLEAR REGULATORY COMMISSION" "OCCUPATIONAL SAFETY AND HEALTH REVIEW COMMISSION" "OFFICE OF PERSONNEL MANAGEMENT" "OFFICE OF SPECIAL COUNSEL" "OVERSEAS PRIVATE INVESTMENT CORPORATION" "PEACE CORPS" "PENNSYLVANIA AVENUE DEVELOPMENT CORPORATION"

Item Owner Page	
Field	**Explanation**
	"PENSION BENEFIT GUARANTY CORPORATION" "RAILROAD RETIREMENT BOARD" "RECOVERY ACCOUNTABILITY AND TRANSPARENCY BOARD" "SECURITIES AND EXCHANGE COMMISSION" "SELECTIVE SERVICE SYSTEM" "SMALL BUSINESS ADMINISTRATION" "SMITHSONIAN INSTITUTION" "SOCIAL SECURITY ADMINISTRATION" "TENNESSEE VALLEY AUTHORITY" "UNITED STATES ARMS CONTROL AND DISARNAMENT AGENCY" "UNITED STATES HOLOCAUST MEMORIAL MUSEUM" "UNITED STATES INFORMATION AGENCY" "UNITED STATES TRADE AND DEVELOPMENT AGENCY"

Special Tooling or Test Equipment Page	
Field	**Explanation**
Effective Date	Cannot be later then the date the file is processed plus one day. If item was entered as 'NEW', cannot precede the item's Acceptance Date. If the item was entered as 'LEGACY', cannot precede the Acceptance Date if provided.
Status	Must be provided when <**Contact/Organization**> is not "WAWFRA" or "WAWFPT" and there is no <S**pecialToolingOrTestEquipment**> section recorded in the IUID Registry. Must be one of the following: "Not Special Tooling Or Test Equipment" "Special Test Equipment (STE)" "Special Tooling (SE)"

Type Designation Page	
Field	**Explanation**
Effective Date	Cannot be later than the date the file is processed plus one day. If item was entered as 'NEW', cannot precede the item's Acceptance Date. If the item was entered as 'LEGACY', cannot precede the Acceptance Date if provided.
Type Designation Method	Must be one of the following: "AEROSPACE ENGINES, AIRBREATHING (MIL-HDBK-1812)" "AEROSPACE ENGINES, NON-AIRBREATHING (MIL-HDBK-1812)" "AEROSPACE EQUIPMENT AND SUPPORT EQUIPMENT (MIL-HDBK-1812)" "ARMY NOMENCLATURE SYSTEM (MIL-STD-1464A)" "GROUPS AND UNITS (MIL-HDBK-1812)" "JOINT ELECTRONICS TYPE DESIGNATION SYSTEM ("A/N") (MIL-STD-196E)" "NAVAL VESSEL REGISTRATION SYSTEM (SECNAV INSTRUCTION

Type Designation Page	
Field	**Explanation**
	5030.8)" "NAVY MARK/MOD NOMENCLATURE SYSTEM (MIL-STD-1661)" "PHOTOGRAPHIC EQUIPMENT (MIL-HDBK-1812)" "U.S. MILITARY AEROSPACE VEHICLE DESIGNATION - AIRCRAFT (DOD DIRECTIVE 4120.15)" "U.S. MILITARY AEROSPACE VEHICLE DESIGNATION - MISSILES, ROCKETS, PROBES AND SATELLITES (DOD DIRECTIVE 4120.15)"
Type Designation Value	Text, size 1-100 characters

Condition Code Page	
Field	**Explanation**
Effective Date	Cannot be later than the date the file is processed plus one day.
Condition Code Type	Must be one of the following: "DISPOSAL" or "SUPPLY". If two iterations are provided, one must have <**ConditionCodeType**> = "SUPPLY" and the other must have <**ConditionCodeType**> = DISPOSAL".
Condition Code	When <**ConditionCodeType**> = "SUPPLY", must be one of the following: • "SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)" • "SERVICEABLE (ISSUABLE WITH QUALIFICATION)" • "SERVICEABLE (PRIORITY ISSUE)" • "SERVICEABLE (TEST/MODIFICATON)" • "UNSERVICEABLE (LIMITED RESTORATION)" • "UNSERVICEABLE (REPARABLE)" • "UNSERVICEABLE (INCOMPLETE)" • "UNSERVICEABLE (CONDEMNED)" • "SUSPENDED (IN STOCK)" • "SUSPENDED (RETURNS)" • "SUSPENDED (LITIGATION)" • "SUSPENDED (IN WORK)" • "SUSPENDED (AMMUNITION SUITABLE FOR EMERGENCY COMBAT USE ONLY)" • "UNSERVICEABLE (RECLAMATION)" • "SUSPENDED (PRODUCT QUALITY DEFICIENCY)" • "SUSPENDED (RECLAIMED ITEMS, AWAITING CONDITION DETERMINATION)" • "UNSERVICEABLE (SCRAP)" • "UNSERVICEABLE (WASTE MILITARY MUNITIONS)" When <**ConditionCodeType**> = "DISPOSAL", must be one of the following: • "NEW" • "USABLE" • "REPAIRABLE" • "SALVAGE" • "SCRAP"

Life Cycle Event Page	
Field	**Explanation**
Event	Specifies the type of code used to identify a life cycle event. Possible events include: • Abandoned • consumed • destroyed by accident • destroyed by combat • donated • exchanged – repair • exchanged – sold • exchanged – warranty • expended – experimental/target • expended – normal use • leased • loaned • lost • Reintroduced • Retired • scrapped • sold – foreign government • sold – historic • sold – nongovernment • sold – other federal • sold – state/local • stolen Definitions of these events are available on the second tab of the UID Elements Structure at:: http://www.acq.osd.mil/dpap/pdi/uid/attachments/IUID_elements_structure_v4_1.0.xls
Event Date	Date the Event happened. Cannot be later than the day the file is processed. If there already exists a life cycle event where Event = "Consumed", "Destroyed-Accident", "Destroyed-Combat", "Expended-Normal Use", "Expended-Experimental/Target", "Lost", "Scrapped", Or "Stolen", then the incoming Event Date must be before the stored Event Date.
Recording Entity Code	Indicates what type of code was used in the Recording Entity Identifier. If provided, Recording Entity Identifier must be provided. If provided, Source Document and System UID should not be provided. Possible values are: **Manufacturer Code** — **Explanation** UN ..... DUNS LH..... EHIBCC LD..... DoDAAC LB..... ANSI T1.220 D ..... CAGE 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9..... EAN.UCC Company Prefix
Recording Entity ID	Identifies the Entity that provided the life cycle event information. If provided, Recording Entity Code must be provided. • If Recording Entity Code = "D", must be 5 digits and alphanumeric. Validate against SAM. • If Recording Entity Code = "LD", must be 6 digits and alphanumeric. • If Recording Entity Code = "UN", must be 9 digits and numeric.
Source Document	The document number, case number, or other identification number that can be used as a reference to the detailed information about the life cycle event in the system identified in System UID. If provided, System UID must be provided. If provided, Recording Entity Code and Recording Entity Identifier should not be provided.
System UID	The system that provided the life cycle event information and contains the details of the life cycle event. If provided, Source Document must also be provided. If provided, Recording Entity Code and Recording Entity Identifier should not be provided. Possible choices are LTDD, PCARSS, and DAISY.
Life cycle event Location	Five-digit code identifying the government contractor location where the event

Life Cycle Event Page	
Field	**Explanation**
CAGE Code	took place. At least one of CAGE, DoDAAC, DUNS, or Site must be reported.
Life cycle event Location DoDAAC/MAPAC	Six-character Department Of Defense Activity Address Code where the event took place. At least one of CAGE, DoDAAC, DUNS, or Site must be reported. Requires the use of only valid codes per the DAASC Inquiry System.
Life cycle event Location DUNS	The nine-digit DUNS Code of the Prime Contractor specified in the contract at the location where the event took place. At least one of CAGE, DoDAAC, DUNS, or Site must be reported.
Life cycle event Location Site City	City at the location where the event took place.
Life cycle event Location Site State/Province	State/Province at the location where the event took place.
Life cycle event Location Site Country	Country. Must provide if City or State or Province is provided. Value must be from International Standard Organization (ISO) 3166-1 alpha-2 standard.
Life cycle event Location Site Postal Code	US zip code or other country postal code.
Life cycle event Site Other	Used to denote the location when other information is insufficient. E.g. Arabian Sea.
Life cycle event Recipient CAGE	Five-digit code identifying the government contractor receiving the item. At least one of CAGE, DoDAAC, DUNS, or Organization must be reported.
Life cycle event Recipient DoDAAC/ MAPAC	Six-character Department Of Defense Activity Address Code of the contractor receiving the item. At least one of CAGE, DoDAAC, DUNS, or Organization must be reported.
Life cycle event Recipient DUNS	The nine-digit DUNS Code of the Prime Contractor receiving the item. At least one of CAGE, DoDAAC, DUNS, or Organization must be reported.
Life cycle event Recipient Organization Name	Name of organization receiving the item.
Life cycle event Recipient Organization City	City of organization receiving the item.
Life cycle event Recipient Organization State/Province	State/Province of organization receiving the item.
Life cycle event Recipient Organization Country	Country of organization receiving the item. Must provide if City or State or Province is provided. Value must be from International Standard Organization (ISO) 3166-1 alpha-2 standard. If the Life Cycle Event is SOLD-FOREIGN GOVT, then the Recipient Organization Country is a required field.
Life cycle event Recipient Organization Postal Code	US zip code or other country postal code.
Life cycle event Correction Reason	Reason for Correction, required field, 1,000 character limit.

Update Non-UII GFP – Search Page	
Data Field	**Explanation**
Contract Number*	The number referring to the agreement between the government and an enterprise under which the item is designated as GFP. If the item was associated with one contract as GFP and the association is being changed directly to another contract, this would contain the second contract's number. Remove all punctuation and spaces before loading into IUID Registry. After all punctuation and spaces are removed, must meet all of the following conditions: • Must be alphanumeric • Cannot contain the letters "I" or "O" • Positions 7-8 must be numeric • Position 9 must be alpha
Contract Order Number	Must be alphanumeric. Cannot contain the letters "I" and "O". Position 1 cannot contain the letters "A" and "P".
GFP Prime Contractor	Identifies the agency that holds the contract for the UII; this can be a DUNS No. or a CAGE Code. Must meet one of the following conditions and validate against SAM: • Must be 5 digits and alphanumeric • Must be 9 digits and numeric
National Stock Number	The 13-digit number assigned to items of supply, equipment, and material for purposes of identification and inventory control
Part Number	The enterprise assigned part number corresponding to the assigned UII.
Serial Number	The enterprise assigned serial number corresponding to the assigned UII.
Ship-To Date	The date the item was shipped to the Ship-To address
Ship-To Address	Must be a valid DoDAAC-- must be valid per the DAASC Inquiry system

APPENDIX C—INDEX

Acquisition Contract, 121
Acquisition Contract Number Type, 121
Acquisition Cost, 35, 122
Active Serial/Part/Batch Lot Number Query, 94
Bagged/Tagged, 125
Batch/Lot, 105, 123
CAGE Code, 126
Calendar selection, 10
Category code, 126
CLIN/SLIN/ELIN, 122
Condition Code, 20, 132
Conditionally required, 8
Contents, 124
Contract Order Number, 50, 121, 125
Contract Query, 80, 81
Contractor, 15, 19, 121, 126
Correct Acquisition Contract Section, 65
Correct Embedded, 66
Correct IUID Section, 64
Correct Marks Section, 65
Correction Reason, 124
Currency Code, 122
Current part number, 123
Custodial Contract Number, 125
Custodial Contract Order Number, 36
Custody data, 50
DCMA, 114
Description Field, 124
DoDAAC, 36, 119, 122, 126
DoDAAC/MAPAC, 134
Embedded, 41, 108
  Parent/Child Embedded Relationship, 41
Enterprise Identifier, 64, 105, 122, 123
Event, 128, 131, 132, 133
Generate Offline Query
  User Generated Reports, 75
GFP Reconciliation Query, 85
Inquiry User, 16, 115
Issuing Agency Code, 122
Item Owner, 55
Item Owner Page, 128
Legacy, 30, 34, 35, 103
Life Cycle Event, 58, 60, 133
Manufacturer Code, 124
Manufacturer ID, 124
MAPAC, 119
Mark
  Delete Mark, 41
  Query, 90
Marker Code, 125
Marker ID, 125
Marks, 25, 28, 32, 35, 37, 44, 51, 124
  Correct Mark, 65
  Delete Mark, 45
  Remove Mark, 52
  Rules for Marks, 25
Medium, 124
Menu
  Contractor, 20
National Stock Number. *See* NSN
New Acquisition
  Add IUID - New Acquisition, 22
NSN. *See* National Stock Number
Offline queries, 75
Original Part Number, 105, 123
Parent/Child Embedded Relationship, 54, 79
  Embedded, 65
Part Number, 53, 123
Pedigree data, 79
Print Query, 75
Queries menu, 73
Query Result Too Long?
  Offline Queries. *See* Generate Offline Query
Register, 13
Reports, 108
Rollover, 53, 126, 127
Rollover Type, 126
Rollover Value, 126
Save Query, 74
Serial Number, 122, 123
Ship-to Location Code, 123
Single Item Query, 76
Special Tooling or Special Test Equipment
  ST/STE, 39, 106
Special Tooling or Special Test Equipment, 26
Special Tooling or Special Test Equipment, 39
Special Tooling or Special Test Equipment, 67
Special Tooling or Test Equipment, 32, 33, 39, 56, 106, 131
Status code, 126
Type Designation, 57
Type Designation Page, 131
UID1, 23, 24, 31, 37, 43, 105
UID2, 23, 24, 32, 37, 43, 105
UII, 123
UII Code, 23, 24, 37, 43, 105
UII Type, 122
Unit of Measure, 122
User Activity Query, 95, 96
User Activity Report, 97
User Generated/Saved Queries
  Offline Queries, 102
Value, 124
Warranty Indicator, 124