NAVSUP WSS N943 “IUID Vendor Training Guide”

**\*\*\*Please Note:** The best source for questions about IUID is the DLA IUID Help Desk. The IUID Help Desk phone number is 269-961-4745 and the email address is [iuid.helpdesk@dla.mil](mailto:iuid.helpdesk@dla.mil).**\*\*\***

Additional resource: <http://dodprocurementtoolbox.com>

About:

DoD Unique Identification (UID) standards are established and to account for, control, and manage DoD assets and resources. These standards enable information sharing, visibility, assurance, and interoperability throughout the DoD net-centric environment.

IUID Overview:

Item Unique Identification (IUID) is required for all new Department of Defense (DoD) acquisitions; legacy items; and Government Furnished Property (GFP), meeting any one of the following criteria:

* The item has a line item per unit acquisition cost in its contract of $5,000 or more
* The item is or will be serially managed by the DoD
* The item is or will be controlled or mission essential
* Permanent identification is or will be wanted for any other reason

How Does UID benefit the DoD?

* UID will improve the time it takes to equip our warfighter.
* It provides better item intelligence for warfighters for operational readiness
* It improves item visibility
* It ensures accurate DoD property valuation and accountability
* It improves inventory access
* It lowers item management costs

How Does UID benefit the Vendor/Supplier?

* It avoids lost property during the transportation process
* It avoids duplicate requisitions
* It enables error-free data transfer

Requirements:

Per the FAR and DFAR the government determines what material needs to be managed by Item Unique Identification (IUID). The government agency is required to put the proper clauses in the contract for the manufacturer to apply. It is the manufacture’s responsibility to build the Unique Item Identifier (UII) based on the specified set of rules. The government doesn’t assign the actual UII, just the guidance for creating them. Generally, the UII consist of CAGE code+ Part Number+ Serial Number. The serial number should be the number etched on the material itself. If the material is legacy or newly manufactured then the vendor will create the serial number. This is required to be a unique sequential internal number created by the vendor (i.e. 000001, 000002, etc.).

Policy:

New Acquisitions: DFAR 211.274-2 Policy for item unique identification.

(a) It is DoD policy that DoD item unique identification, or a DoD recognized unique identification equivalent, is required for all delivered items, including items of contractor-acquired property delivered on contract line items (see PGI 245.402-71 for guidance when delivery of contractor acquired property is required)—

(1) For which the Government’s unit acquisition cost is $5,000 or more;

(2) For which the Government’s unit acquisition cost is less than $5,000 when the requiring activity determines that item unique identification is required for mission essential or controlled inventory items; or

(3) Regardless of value for any—

(i) DoD serially managed item (reparable or nonreparable) or subassembly, component, or part embedded within a subassembly, component, or part;

(ii) Parent item (as defined in 252.211-7003(a)) that contains the embedded subassembly, component, or part;

(iii) Warranted serialized item

(iv) Item of special tooling or special test equipment, as defined at FAR 2.101, for a major defense acquisition program that is designated for preservation and storage in accordance with the requirements of section 815 of the National Defense Authorization Act for Fiscal Year 2009 (Pub. L. 110-417); and

(v) High risk item identified by the requiring activity as vulnerable to supply chain threat, a target of cyber threats, or counterfeiting.



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. Through the WAWF e-Business Suite 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.

IUID WAWF Access Requirements:

A Web browser able to access the internet is the only software component required at the

user location. 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 website so that no one else can see the information being entered. The Web

applications need 128-bit encryption to operate properly.

First-Time Users:

New users must navigate to the Wide Area Workflow e-Business Suite website (wawf.eb.mil), accept

the Privacy Statement then select Help/Training. Select the appropriate links for Setup, Getting Started

and Web Based Training to familiarize with the system.

UID Vendor Registration:

Your job is to ensure the visibility of government furnished property by submitting the UII data elements to the IUID Registry. The IUID Registry is a database operated by the Defense Logistics Information Service located on the internet at https://www.bpn.gov/iuid. The Registry collects Government Furnished Property IUID information and distributes it to authorized Registry users. You submit the UII data elements to the IUID Registry during the process of creating a Receiving Report (DD250), Reparables Receiving Report, Combo, or GFP Transfer/Receipt using iRAPT



Submitting IUID Data to the Registry:

Data is submitted via Wide Area Workflow (WAWF), by submitting a file through the Global Exchange Service, or manually via the IUID Web site at <http://www.bpn.gov/iuid>. WAWF is a paperless invoicing and property transfer environment and the preferred means of submitting data on new end items to the IUID registry and for submitting data on custody changes for GFP. It enables contractors to transmit shipping notices electronically and the Department of Defense to perform both receipt and acceptance electronically. Please see below step by step process.

  

IUID Overview:



Updating IUID Information:

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. 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: 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. 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 Invoicing, Receipt, Acceptance, and Property Transfer (IRAPT) via the property transfer process. 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 Invoicing, Receipt, Acceptance,

and Property Transfer (IRAPT), contact the IUID Registry Help Desk at iuid.helpdesk@dla.mil or

(269) 961-4745 to initiate a correction.

IUID Marking Guide:

MIL-STD-129R CH4, paragraphs 4.1 through 4.2.8 provide requirements for identification markings on unit, intermediate, and exterior containers to include the marking of a serial number(s), unless it is specifically exempted in the contract or solicitation. Examples are shown in Fig 1 on page 23. <http://www.dla.mil/Portals/104/Documents/LandAndMaritime/V/VS/Packaging/LM_MILSTD129R_151007.pdf>

MIL-STD-129R paragraphs 5.4.2.2 and 5.4.3.3 state requirements for identification linear (code 39) and 2D (PDF417) bar coding of serial numbers on unit packs, intermediate, and exterior shipping containers. This will be a part of the information on the MSL, see paragraph 5.2.2.5a (18), page 30.

DON IUID Marking Guide:



IUID Requirement Flowchart

