



DEFENSE LOGISTICS AGENCY
 DEFENSE LOGISTICS SERVICES CENTER
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CHANGE NO. 3
 DoD 4100.39-M

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 Change 3 to AD-A 291 307.

CH 3
 DoD 4100.39-M
 Volume 4

DLSC-VPH
 1 October 1995

FEDERAL LOGISTICS INFORMATION SYSTEM (FLIS) PROCEDURES MANUAL

Volume 4. Change 3.

I. Volume 4, DoD 4100.39-M, 1 January 1995, change as follows: Remove pages listed below and insert revised pages. Additions and changes are indicated by *bold-face italic* type. Deletions are indicated in the Significant Changes paragraph below.

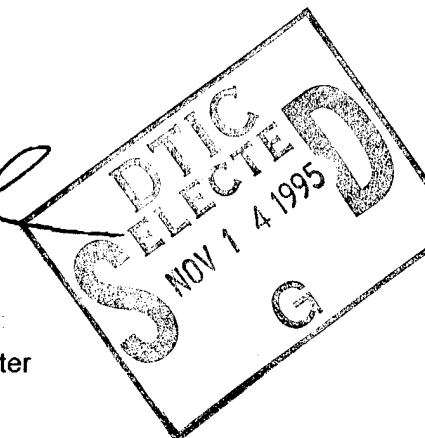
	<u>REMOVE OLD</u>	<u>INSERT NEW</u>
Appendix 4-12-D Chapter 15	1 thru 4 4.15-1 and 4.15-2	1 thru 4 4.15-1 and 4.15-2

II. SIGNIFICANT CHANGES

- A. The page changes are effective upon receipt.
- B. Significant changes for the entire manual this quarter and the applicable change number for each affected volume are listed on the change sheet for volume 1.

BY ORDER OF THE DIRECTOR:

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



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DLSC - The Key to Readiness

DISTRIBUTION STATEMENT A
 Approved for public release;
 Distribution Unlimited

CH 3
DoD 4100.39-M
Volume 4

III. This change sheet will be filed in front of Volume 4 for reference purposes after changes have been made.

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A-1	

CHAPTER 12
APPENDIX 4-12-D
REQUEST FOR APPROVAL TO UTILIZE ORIGINAL NATO STOCK NUMBERS FOR
REPRODUCED ITEMS

NATO FORM AC/135 NO. 6

This form is used to obtain approval from the originating country to utilize the original stock number for foreign-produced items reproduced in the U.S.

PART A

Block	Instructions
1	Indicate the code of the submitting NCB (DRN 3720).
2	Date and reference. The reference of the first request should be retained throughout the whole process until a final decision has been taken.
3	Indicate the code of the destination NCB (DRN 3880).
4	A) Name, type or model of equipment; state in sufficient detail. If necessary, give supplementary details on the List For Codification Of Reproduced Items (Appendix to the form). B) Checkmark the applicable statement.
5	Checkmark the applicable statement. The Appendix to the form should always show the same reference as the request.
6	Checkmark the appropriate reply and give full address of the co-ordinating agency if applicable.
7	Checkmark the applicable statement and provide most detailed information.
8	Checkmark the appropriate reply.
9	Checkmark the appropriate reply.
10	State full address of controlling agency.
11	State full designation of specifications and/or standards. Any deviations noted should be indicated on a list to be attached to the form (see Appendix to NATO Form AC/135 - No. 6).
12	Name, signature and telephone number of responsible officer of requesting NCB within reproducing country.

CHAPTER 12
APPENDIX-12-D
REQUEST FOR APPROVAL TO UTILIZE ORIGINAL NATO STOCK NUMBERS FOR
REPRODUCED ITEMS

NATO FORM AC/135 NO. 6

Block

Instructions

13

Number and date of the contract concluded between original and reproducing manufacturer.

14

Statement and signature by responsible officer of government service within reproducing country concerning "Mutual Acceptance of Government Quality Assurance", in accordance with STANAG 4107, Annex D.

PART B

Block

Instructions

1

Indicate the code of the submitting NCB (DRN 3720).

2

Date and reference. The reference of the first request should be retained throughout the whole process until a final decision has been taken.

3

Indicate the code of the NCB (DRN 3880) of the reproducing country.

4

Decision by the responsible NCB. Checkmark the appropriate decision. In case of adverse decision, justification should be provided on separate sheet or on the reverse side.

5

Signature.

REQUEST FOR APPROVAL TO UTILIZE ORIGINAL STOCK NUMBER FOR REPRODUCED ITEMS

PART A

1 FROM / DE	2 REFERENCE, DATE	3 TO / POUR		
<table style="width:100%; border: none;"> <tr> <td style="width:50%; border: none; padding: 2px;">4 A) NAME OF EQUIPMENT / NOM DU MATERIEL</td> <td style="width:50%; border: none; padding: 2px;"> B) THE REPRODUCTION OF THE EQUIPMENT REPRODUCTION DU MATERIEL <input type="checkbox"/> IS CONTEMPLATED PREVUE <input type="checkbox"/> WAS PERFORMED EFFECTUEE </td> </tr> </table>			4 A) NAME OF EQUIPMENT / NOM DU MATERIEL	B) THE REPRODUCTION OF THE EQUIPMENT REPRODUCTION DU MATERIEL <input type="checkbox"/> IS CONTEMPLATED PREVUE <input type="checkbox"/> WAS PERFORMED EFFECTUEE
4 A) NAME OF EQUIPMENT / NOM DU MATERIEL	B) THE REPRODUCTION OF THE EQUIPMENT REPRODUCTION DU MATERIEL <input type="checkbox"/> IS CONTEMPLATED PREVUE <input type="checkbox"/> WAS PERFORMED EFFECTUEE			
5 AN ITEM LISTING UNE ENUMERATION DES ARTICLES <input type="checkbox"/> IS ATTACHED EST JOINTE <input type="checkbox"/> WILL BE FORWARDED SERA ADRESSEE <input type="checkbox"/> IS NOT REQUIRED EST INUTILE	3 THE EQUIPMENT IS A JOINT NATO PROJECT LE MATERIEL EST UN PROJET OTAN COMMUN <input type="checkbox"/> YES <input type="checkbox"/> NO OUI NON IF YES, THE COORDINATING AGENCY IS: DANS L’AFFIRMATIVE, L’AGENCE COORDONNATRICE EST.			
7 THE REPRODUCTION IS BASED ON / LA REPRODUCTION SE FONDE SUR <input type="checkbox"/> A GOVERNMENTAL AGREEMENT <input type="checkbox"/> A LICENSEE-LICENSOR AGREEMENT BETWEEN / UN ACCORD DE LICENCE ENTRE UN ACCORD OFFICIEL				
8 DRAWINGS OF THE ORIGINAL MANUFACTURER WILL BE USED LES DESSINS ET PLANS DU FABRICANT ORIGINAL SERONT UTILISES <input type="checkbox"/> YES <input type="checkbox"/> NO OUI NON				
9 THE ORIGINAL MANUFACTURER CONTROLS THE REPRODUCTION LE FABRICANT ORIGINAL REPREND LA REPRODUCTION <input type="checkbox"/> YES <input type="checkbox"/> NO OUI NON				
10 AGENCY WHICH CONTROLS THE REPRODUCTION / AGENCE QUI CONTROLE LA REPRODUCTION				
11 THE REPRODUCTION IS BASED ON THE FOLLOWING SPECIFICATIONS OR STANDARDS (DEVIATIONS ARE INDICATED IN AN ATTACHED LISTING *) LA REPRODUCTION EST FONDEE SUR LES SPECIFICATIONS OU NORMES CI-APRES (LES DEROGATIONS SONT INDIQUEES DANS UNE LISTE JOINTE *)				
* CROSS OUT IF NOT APPLICABLE / RAYER SI SANS OBJET				
12 SIGNATURE OF RESPONSIBLE OFFICER OF REQUESTING NCB (WITHIN REPRODUCING COUNTRY) SIGNATURE DE L’OFFICIER RESPONSABLE DE L’ORGANISME DEMANDEUR (DU PAYS REPRODUCTEUR)				
13 NUMBER AND DATE OF THE CONTRACT BETWEEN ORIGINAL AND REPRODUCING MANUFACTURER NUMERO ET DATE DU CONTRAT ENTRE LE FABRICANT ORIGINAL ET LE FABRICANT REPRODUCTEUR				
14 STATEMENT BY RESPONSIBLE GOVERNMENTAL SERVICE IN ACCORDANCE WITH STANAG 4107 (OF REPRODUCING COUNTRY) DECLARATION DU SERVICE GOUVERNEMENTAL RESPONSABLE, CONFORMEMENT AU STANAG 4107 (DU PAYS REPRODUCTEUR)				
THE ORIGINATING COUNTRY IS REQUESTED TO INDICATE EACH CASE WHERE THE NATO STOCK NUMBER FOR THE ORIGINAL ITEM OF PRODUCTION EMBRACES MORE THAN ONE UNDER CONSIDERATION FOR REPRODUCTION. IL EST DEMANDE AU PAYS D’ORIGINE D’INDIQUER CHAQUE CAS OU LE NUMERO DE NOMENCLATURE OTAN DE L’ARTICLE DE PRODUCTION ORIGINAL COMPORTE D’AUTRES ARTICLES QUE CELUI DONT LA REPRODUCTION EST EXAMINEE				

PART B

1 FROM / DE	2 REFERENCE, DATE	3 TO / POUR
4 DECISION BY NCB / DECISION DU BNC <input type="checkbox"/> AGREED / ACCORD <input type="checkbox"/> NOT AGREED / DESACCORD*		
5 SIGNATURE		* SEE JUSTIFICATION ON ATTACHED STATEMENT VOIR JUSTIFICATION SUR LA DECLARATION JOINTE

REQUEST FOR APPROVAL TO UTILIZE ORIGINAL STOCK NUMBER FOR REPRODUCED ITEMS

Requesting Country / Pays demandeur		Mod No. / Liste No		Date								
Appendix to NATO Form AC/135 No 6 Appendice au formulaire OTAN AC/125 No 6												
LIST FOR CODIFICATION OF REPRODUCED ITEMS / LISTE D'ARTICLES REPRODUITS A CODIFIER												
1 LINE ITEM	2 SERIAL NUMBER	3 NATO STOCK NUMBER NUMERO DE NOMENCLATURE OTAN	4 APPROVED ITEM NAME (In the supplying country)	5 DENOMINATION APPROUVEE (dans le pays codificateur)	6 ORIGINAL MANUFACTURERS REFERENCE NUMBER	7 ORIGINAL MANUFACTURERS CODE	8 ORIGINAL MANUFACTURERS REFERENCE NUMBER	9 REPRODUCING MANUFACTURERS CODE	10 REPRODUCING MANUFACTURERS REFERENCE NUMBER	11 ITEM NAME (In the reproducing country)	12 REMARKS	
												CLASS
74	77								716	716		
									716	716		

*) The size of the columns may be adapted as required and indicated by the numbers of digits /
La largeur des colonnes peut être adaptée aux besoins du rédacteur et indiquée par le nombre des digits

CHAPTER 15 REQUEST FOR NSN UNDER EMERGENCY CONDITIONS

4.15.1 Conditions. Should the Defense Logistics Services Center (DLSC) be unable to process requests for new National Stock Number (NSN) assignments because of a malfunction of automatic data processing equipment, or for other reasons, the procedures outlined below will be followed by each cataloging activity participating in the Federal Catalog System. NOTE: This procedure will not be in effect until DLSC has been unable to process for a minimum of 72 continuous hours.

a. The procedure will become effective upon receipt of the following message: Reference: FLIS Procedures Manual (DoD 4100.39-M), Volume 4, Chapter 4.15. Implement Procedure for Emergency (Manual) National Stock Number Assignment until further notice. The message will also contain instructions as to the transmission method(s) authorized for use during the emergency i.e., telephone, wire transmission, and/or air mail; the extent of outage, i.e., communications and/or ADPE; and whether pipeline transactions have been processed or will require resubmittal.

b. The activity requiring the NSN shall communicate with DLSC by the method(s) specified in the message announcing the implementation of these procedures. Telephone requests shall be limited to those requests that would fall into the priority one category under normal conditions. DLSC may request justification for telephone emergencies from the submitter or from the Service/Agency headquarters catalog office. Electrical transmission or air mail will be used for routine NSN assignment during the emergency period. Submittal of changes to existing catalog data will be suspended until central cataloging functions have been resumed by DLSC and activities notified to that effect.

(1) Each activity will screen local files for

NSNs prior to submission to DLSC because DLSC will not screen items prior to NSN assignment. If the item is determined to be a duplicate of an existing item identification, the existing reference actions and/or reinstatements will be completed and held in suspense for submittal to DLSC following notification that central cataloging operations have been resumed.

(2) All cataloging activities should attempt to keep requests for NSN assignment to a minimum during the emergency period. This will reduce the possibility of an emergency NSN assignment being withdrawn (i.e., Actual Duplicate) when normal operation resumes.

c. Emergency (manual) NSN assignment will be restricted to type 2, 4, 4A, and 4B item identifications (Document Identifier Codes LNK and LNC) only, to minimize errors and avoid lengthy telephone conversations; medical and subsistence activities are also authorized to submit DIC LNW. Item identifications submitted as type 2, 4, 4A, or 4B for which enough technical data is available to submit a full description (i.e., type 1, 1A, or 1B) shall be entered with a Reference/Partial Descriptive Method Reason Code 5 for an approved item name, or RPD MRC 1 for an unapproved item name having Item Name Code 77777.

d. When the activity prepares the requests, activity code 98 (DLSC) shall be used as the submitter in the Document Control Number.

e. The data shall be prepared in fixed format (80 card column) and shall consist of the full range of FLIS segments to catalog an item of supply (e.g., segments A, B, C, H; A, B, C, E, H; A, B, C, H, V; A, B, C, E, H, V). The data, when telephoned to DLSC, will be given card column by card column.

f. When the request for emergency NSN assignment is air mailed, it shall be addressed to the Commander, Defense Logistics Services Center, ATTN: DLSC-SD, Federal Center, Battle Creek, Michigan 49017-3084. If the requester desires to receive the emergency-assigned NSN by telephone, the individual's name and telephone number plus extension, if any, shall be included in the correspondence. When the emergency NSN is received, the requester shall establish a suspense file pending resumption of normal operations.

g. When the request for emergency NSN is by telephone, the DLSC telephone number for Automatic Voice Network *DSN* is 932-4461 the DLSC telephone number for commercial linkage is Area Code 616, 961-4461.

(1) Civil Agencies (General Services Administration, Federal Aviation Administration, Coast Guard, etc.) may submit all requests for emergency NSN assignment directly to DLSC in accordance with regular agency procedures.

(2) Military activities may submit requests for emergency NSN assignments directly to DLSC if the item is in a single submitter category B Federal Supply Classification class; if in a single submitter category A FSC class, the request must be received by DLSC from the designated single submitter activity. (See Glossary of Terms.)

4.15.2 Resumption of Normal NSN Assignment

a. When DLSC resumes normal operations, the catalog data which was assigned an emergency NSN will be processed by DLSC in the FLIS. Activities will be notified of approved NSNs in accordance with regular operating procedures. Rejected transactions will be reviewed by DLSC and, where possible, will be corrected and repro-

cessed. Where correction cannot be made, activities will be notified by telephone or message of the NSNs which are invalid due to an existing valid NSN in the file and/or of the data elements required so the NSN can be processed into the file.

b. A message will be transmitted by DLSC to cancel the original message which implemented the procedure for emergency NSN assignment.

4.15.3 Responsibility of Activities Requesting Emergency (Manual) NSN Assignment

a. Upon notification from DLSC that the emergency-assigned NSN has entered the FLIS, the type of item identification shall be transferred from a type 2, 4, 4A or 4B to a type 1, 1A or 1B, when practicable, in accordance with existing procedures.

b. Under these operating conditions, the Services and Agencies will immediately and continuously provide available Source of Supply (SoS) data directly to the Defense Automatic Addressing System Office in accordance with paragraph 5-3, DoD 4140.29-M, DAAS Manual.