DPAS — Defense Property Accountability System

# Add an End Item & Repair Part

The Repair Parts Catalog works in conjunction with the Inspection process. During the Inspection process of an End Item, available repair parts replace non-functioning parts on the End Item.

1. In the DPAS Warehouse Management module, navigate to **Repair Parts Catalog** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available End Item records.

2. Select the **Add** button – An entry appears on the Repair Parts Catalog results grid.

3. Enter the End Item number or use the Browse button to select the desired Stock Number to be the End Item.

4. Select the Add button to save the End Item – The End Item record appears highlighted in green.

5. To add a Repair Part to the End Item, click the Expansion arrow on the left of the new End Item – The entry expands to display the Repair Parts results grid.

6. Enter the Repair Part number or use the Browse button to select the desired Stock Number to be the Repair Part.

7. Click the Pencil, and use the Incremental buttons to enter the Quantity.
*To add more Repair Parts to the End Item record, repeat steps 5-7.*
*Continued on next page.*

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# Add an End Item & Repair Part (cont'd)



8. Select the Save Changes button to process the transaction. The Repair Parts entry displays highlighted in green.

During the Inspection of the End Item asset, the Repair Parts tab contains the Repair Parts assigned to the End Item.

# Update a Repair Part

1. From the Repair Part Catalog landing page, locate the desired End Item record and select the Expansion arrow on the left – the Repair Parts grid displays.
2. To add a new Repair Part, select the Add button and repeat the steps from the above process.
3. To change the quantity of a Repair Part, select the Pencil icon of the desired entry – the Quantity field displays.
4. Enter the correct number or use the Incremental buttons to update the quantity.
5. To delete a Repair Part, select the Mark Deleted button of the desired entry – the entry is greyed out for removal.
6. Select the Save Changes button to process the transaction.

> Updating a record focuses primarily on the updating of repair parts , located within the Repair Parts Catalog record on the Repair Parts grid. The End Item is only an association between an asset and the items used to repair the asset.

| | Stock Nbr | Item Desc | FSC | LIN/TAMCN | Reportable Commodity Type | Type Asset Cd | Stock Item Cd | Mgmt Cd |
|---|---|---|---|---|---|---|---|---|
| **1** | 1005000032251 | RIFLE,CALIBER .22 | 1005 - Guns, through 30MM | | CBRN - CHEM BIO RAD NUC | O - Operating Materiel and supplies | A - NSN | A - Serial Number Managed |

**Repair Parts**    Grid O...    **2** + Add    ✓ Save Changes    **6**    ...el

| | Stock Nbr | Item Desc | Mfr Part Nbr | Mfr Model Nbr | Qty |
|---|---|---|---|---|---|
| ✕ Mark Deleted | 1005000162623 | GRIP,RIFLE | | | ✏ 1 |
| ✕ Mark Deleted | 1005000179542 | RECEIVER,UPPER | | | 45 **4** |
| ✕ Mark Deleted | 1005000179547 | PIN,FIRING | TRIG1234 | | ✏ 1 |
| ✕ Mark Deleted | 1005000208683 | BIPOD,MACHINE GUN | | | ✏ 1 |

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# Delete an End Item Record

1. From the Repair Part Catalog landing page, locate the desired End Item record and select the Checkbox on the left.
2. Select the Delete button – the Delete Repair Parts Catalog pop-up window displays.
3. Enter comments in the History Remarks field. *This field is optional.*
4. Select the Delete button to complete the transaction – the End Item record is removed from the Repair Parts Catalog results grid.