
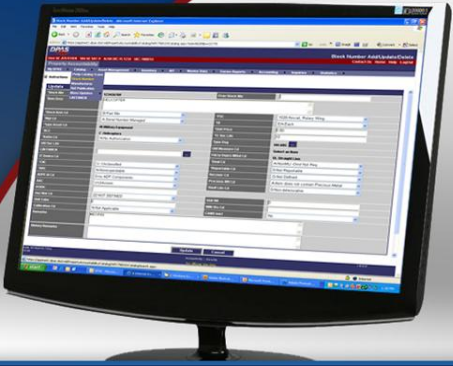



Defence Property Accountability System





Presented by
Terry Hatcher

Asset Attributes

 OUSD (AT&L) Acquisition Resources and Analysis (ARA)
Property and Equipment Policy
KNOWLEDGE. CONFIDENCE. TRUST.

1/9/2013




Introductions

- **Presenter**
 - Terry Hatcher, IT Training Specialist
- **Q&A**
 - Jud Crook, IT Training Specialist
 - David Brooks, DPAS Support
- **Ground Rules**
 - **Submit questions** through the question pod – we will discuss them throughout the session
 - Turn your **volume Up** and let the presentation team know if you have trouble hearing the presentation (through the question pod)
 - You can maximize the presentation pod (**toggle Full Screen**)
 - Download the presentation from the **Download Presentation pod**

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Agenda

- Overview
- Introduction
- Attributes
 - Live Action Examples
 - Adding Attribute(s)
 - Updating Attribute(s)
 - Attribute Inquiry
 - Asset Detail Viewer
 - Asset Id Browse
- Q&A/Polls




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Overview

- **Attributes are characteristics or specifications for assets.**
 - For example, attributes of a laptop might include: size, weight, processor, USB ports and operating system.
- **Unique templates are assigned at the Stock Number Level by using the Asset Category Code (ACC).**
 - Templates may be created for any ACC. IT assets and vehicles may be the most requested templates; however, any Stock Number may have a template.

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Overview

- New attribute templates are requested by the Agency Coordinator, or someone appointed by the Agency Coordinator. They can call the DPAS Call Center, or use our webpage request form for additions and updates.
- Currently a template may contain up to 100 attributes.
- The use of templates and attributes are optional.
- The use of templates/attributes may alleviate the use of some Agency Defined fields.
- Templates can only be associated with serial asset and component stock numbers; they cannot be associated to bulk, real property asset or improvement stock numbers.

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Introduction

- The **Attribute Update** process is used to add, change or delete attribute values associated to an asset.
- **Templates** are directly related to the ACC of the Stock Number assigned to an asset.
- Attribute values are associated to assets by using the **Update** rather than the **Receiving** process.

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Introduction

- If an asset's Stock Number is changed to a Stock Number with the same ACC, the attribute values will remain with the asset.
- If a Stock Number is changed to a Stock Number with a different ACC, the template will detach and attribute values will be lost.
 - Once the Stock Number change has been completed, you may select a new template and enter the attribute values associated with the new Stock Number/ACC.

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Attributes

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Security and Roles

Security/Role:


- Application Administrators:
 - Add new Attribute Template(s) and Attribute(s) to the system
 - Are located in Columbus, Ohio

- To add Attribute values to assets you must have a role that allows updates:
 - Accountable Property Officer (APO)
 - Property Administrator (PA)
 - Asset Update

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Live Action Examples

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Adding Attribute Values

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Adding Attribute Values


Attribute values are Added, Updated and Deleted in **Asset Update**. Users must have **Update** access in order to modify Attribute values.

Catalog	Asset Management	Inventory
	Receiving	
	Disposition	
Property & Eq	Transfer	ing the signa
Establishmen	Update	partment lev
the DoD acco	Custodian	of record APS
of the DPAS S	Pending Tran	support.gole
Agency test m	Authorization	June 22.
Site level mes	Authorizations Pndg	ne 22.
Testing... 1... 2	Excess	DPAS appli
When you hav	Excess In Place Del	to another. 1
permits the ch	UIT OutOfCycle Recon	erent color.
the backgroun	UII Update/Assign	the previous
testing 12-02-	UII Registry Query	
test message	Reversal	
Test message		
Another Test E		
Test Enterpris		
test message		

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Adding Attribute Values

Search Criteria

End Item Serial	<input checked="" type="radio"/>	Accountable	<input type="radio"/>
Component	<input type="radio"/>	Non-Accountable	<input type="radio"/>
Bulk	<input type="radio"/>	Both	<input checked="" type="radio"/>
Asset Id	<input type="text"/>		...
Stock Nbr	<input type="text" value="2320000000114"/>		...
Serial Nbr	<input type="text"/>		...
Custodian Nbr	<input type="text"/>		...
Loc	<input type="text"/>		...
Sub Loc	<input type="text"/>		...
Lot Nbr	<input type="text"/>		...

Leave all the fields blank and search for all your assets, or enter specific information in a data field to narrow your search.

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Adding Attribute Values

Search Criteria

Asset Id	Stock Nbr	2320000000114
Serial Nbr	Custodian Nbr	
Loc	Lot Nbr	
Mgt Cd	Non-Acctbl / Acctbl	Both
Agency Field Name	Agency Field Value	

Search Results (5) Number to Display: 10

Select	Asset Id	Qty	Stock Nbr	Serial Nbr	Mgt Cust Nbr	Sub Cust Nbr	Asst Lvl Cd	Loc	Lot Nbr	Item Desc	Pilferable	Non-Acctbl	Utl/Cptl/Pndg	Loan Cd	Utl Sts Cd	Utl Verif	Fund Cd/ASN	Intrf Sys Cd
<input type="checkbox"/>	4990000564	1	2320000000114	W2T532101EAA124			EI	BLDG 101		TRUCK,MAINTENANCE	No	No	No	L	NDT	NO	AY / NONE	AB
<input checked="" type="checkbox"/>	4990000565	1	2320000000114	W2T532102EAA124			EI	BLDG 101		TRUCK,MAINTENANCE	No	No	No	L	NDT	NO	AY / NONE	AB
<input type="checkbox"/>	4990000566	1	2320000000114	W2T532103EBB124			EI	BLDG 101		TRUCK,MAINTENANCE	No	No	No	L	NDT	NO	AY / NONE	AB
<input type="checkbox"/>	4990000568	1	2320000000114	W2T532105ECC124			EI	BLDG 101		TRUCK,MAINTENANCE	No	No	No	L	NDT	NO	AY / NONE	AB
<input type="checkbox"/>	4990000569	1	2320000000114	W2T532106ECC124			EI	BLDG 101		TRUCK,MAINTENANCE	No	No	No	L	NDT	NO	AY / NONE	AB

Choose the single asset to which you are selecting a template and adding attribute value(s).

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DPAS Adding Attribute Values

Selected Rows																				
Asset Id	Qty	Chg Qty	Stock Nbr	Serial Nbr	Maj Cust Nbr	Sub Cust Nbr	Asst Lvl Cd	Loc	Lot Nbr	Item Desc	Pilferable	Non-Actbl	Ull Cptl	Pndg	Loan Cd	Ull Sts Cd	Ull Verif	Fund Cd	ASH	Intrf Sys Cd
4990000565	1		2320000000114	W2T532102EAA124			EI	BLDG 101		TRUCK, MAINTENANCE	No	No	No	No	L	NDT	NO		AY / NONE	AB

Action

Basic Update

Price Update

Loan Update

Stock Nbr / Authn Update

Attribute(s) Update

Select the **Attribute(s) Update** radio button to Add or Update an Attribute. To proceed select the **Continue** button.

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DPAS Adding Attribute Values

Original Value(s)			
Asset Id	4990000565	Stock Nbr	2320000000114
LIN/TAMCN		Quantity	1

Attribute Value(s)	
Attribute(s)	<input type="button" value="Attribute(s)"/>

Select the **Attribute(s)** button.

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Adding Attribute Values

close or Esc Key

Attribute(s) Value Update	
Asset Id	4990000565
ACC	P - Commercial Vehicle
Template(s)	Select an item
Select an item Passenger - Passenger Sport Utility - Sport Utility Stake Body - Stake Body Truck Chassis - Truck Chassis Truck Pickup - Truck Pickup Truck Tractor - Truck Tractor	
<input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>	

Select the Template from the **Template(s)** drop-down list.

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Adding Attribute Values

The Attributes display for the selected Template.

Enter the appropriate value(s) for the asset. Select the **Submit** button.

close or Esc Key

Attribute(s) Value Update	
Asset Id	4990000565
ACC	P - Commercial Vehicle
Template(s)	Truck Pickup - Truck Pickup Clear
Capacity - Passengers	5 Clear
Armored	<input checked="" type="radio"/> Yes <input type="radio"/> Maybe <input type="radio"/> Testing <input type="radio"/> No Clear
Capacity - Bed Size	<input type="text"/> Clear
Color	brown Clear
Door - Count	2 Clear
Engine - Type	Diesel Clear
GVWR	<input type="text"/> Clear
Light Bar	<input type="radio"/> Yes <input type="radio"/> No Clear
Run Flat Tires	<input checked="" type="radio"/> Yes <input type="radio"/> No Clear
<input type="button" value="Submit"/> <input type="button" value="Reset"/> <input type="button" value="Cancel"/>	

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DPAS *Adding Attribute Values*

Original Value(s)			
Asset Id	4990000565	Stock Nbr	2320000000114
LIN/TAMCN		Quantity	1

Attribute Value(s)	
Attribute(s)	<input type="checkbox"/>

The **Attribute Value(s)** page redisplay. Select the **Update** button to complete the process.

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DPAS

Updating Attribute Values

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Updating Attributes

Original Value(s)			
Asset Id	4990000565	Stock Nbr	232000000114
LIN/TAMCN		Quantity	1

Attribute Value(s)	
Attribute(s)	<input type="checkbox"/>
Capacity - Passengers: 5	
Armored: Yes	
Color: brown	
Door - Count: 2	
Engine - Type: Diesel	
Run Flat Tires: Yes	

Navigate to the **Attribute Value(s)** page to update an Template/Attribute. The existing **Attributes** display. Select the **Attribute(s)** button to continue with the Update.

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Updating Attributes

The Template displays with the populated Attributes at the top of the page. Changes can be made by entering new values, and by editing or clearing existing values. Select the **Submit** button to save changes.

close or Esc Key

Attribute(s) Value Update	
Asset Id	4990000565
ACC	P - Commercial Vehicle
Template(s)	Truck Pickup - Truck Pickup Clear
<input type="radio"/> u04320483290423	
Capacity - Passengers	5 Clear
Color	brown Clear
Door - Count	2 Clear
Engine - Type	Diesel Clear
Run Flat Tires	<input checked="" type="radio"/> Yes <input type="radio"/> No Clear
Capacity - Bed Size	Clear
GVWR	Clear
Light Bar	<input type="radio"/> Yes <input type="radio"/> No Clear
Tire Size	60R15 Clear

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Updating Attributes


Original Value(s)			
Asset Id	4990000565	Stock Nbr	232000000114
LIN/TAMCN		Quantity	1

Attribute Value(s)	
Attribute(s)	<input type="checkbox"/>
Capacity - Passengers: 5	
Armored: Yes	
Color: brown	
Door - Count: 2	
Engine - Type: Diesel	
Run Flat Tires: Yes	
<input type="button" value="Update"/> <input type="button" value="Cancel"/>	

The **Attribute Value(s)** page redisplay. Notice the changes just made do not display until the Update process is complete. Select the **Update** button to complete the process.

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Attribute Inquiry

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Attribute Inquiry


Navigate to the **Asset** inquiry by following the **Inquiry > Asset Management** menu path.

- Authorizations >
- Inquiries >
- Statistics >
- Asset Management > **Asset**
- Catalog >
- Accounting >
- Inventory >
- Real Property >
- Master Data >
- User Access
- View Inquiry Extract
- Authorizations >
- Acq Program
- Type Designation
- Asset Activity
- Authorization
- Authn Activity
- Excess Asset
- Disposal Activity
- Disposal Designee
- Ull
- Manufacturer/Asset
- Asset By Acq
- Asset Legacy History
- Pending Tran >

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Attribute Inquiry

Select **Asset Id** as your Search Criteria value and enter an Asset Id in the **Search Value(s)** field. Select the **Fields** button. Select the **Show Inquiry** button.

My Queries

New Query

Available Field(s)	Operands	Search Value(s)
*Status	=	Active
Asset Id	=	4990000565

Field Selection

Field Name	Description
AMM UIC	Accounting and Management Code. The UIC of the organization that is assigned management responsibility for property belonging to a specific organization, or activity. Multiple UCAs may be grouped under an Accountable UIC to consolidate data for accountability and accounting system reporting purposes.
Assignment	Asset assigned to a specific organization.
Custodian Nbr	One to six position code. Locally assigned used to identify an individual responsible for assigned assets.
WFO UIC	The identification of an asset, or an asset with a valid national stock number. Both Description field will be automatically filled with approved term name from the Fed Log.
Lot	Physical location of an asset.
Lot Name	The lot name of a specific manufacturer.
MR Part Nbr	Number used to record the make or model of a specific piece of equipment.
MR ID	Year an asset was manufactured/shipment.
Model Nbr	The specific number assigned to identify the manufacturer of an asset.
Qty	Quantity (on hand or transaction quantity).
Serial Nbr	Used to identify a software serials managed asset. This field is also used for UCA Registration Number. Also used to identify Real Property assets.
SKU ID	Site Identification Number - a common database within DPAS.
Stock Nbr	Number assigned to each the asset of major equipment, device or distributed within the Federal government. Fed form of assets, Federal Stock Number not available, use FIC and description.
Sub Custodian Nbr	Sub Custodians are assigned a number to the major custodian to assign assets for responsibility.
Sub Lot	A more specific description of the physical location of an asset within its location.
Total Cost	Total Cost: Cost of individual and item assets including cost of shared items components.
UIC	Indicates the responsible activity which assets are stored. This code shows the estimated amount of an asset that can be liquidated and reused. For real property this is the primary reporting unit of measure defined as the measure of area.
UIC ID	A code that assigns (identifies a unit, organization, or activity). The first position is the Service designator, positions 2-4 are the Parent Organization designator, and positions 5-6 are the Description designator.
WFO UIC	Number of asset assignments made within the current unit applicable structure.
WFO UIC ID	Pos. 1-2 identifies the accounting class of assets. Remaining positions identify the WFO code.
Acq Nbr	Request number assigned when the accounting data is generated.
Assigned Object	Total Description assigned to date. Includes description required by the current holder and prior history of the asset.
Acq ID	The form operation/operation date.
Acq Nbr	Unique identifier associated with a program under which assets are processed.
Acq Nbr	This number is used to identify the current holder and prior history of the asset.

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DPAS Attribute Inquiry

Rows Retrieved = 1

Actbl UIC	Asset Id	Custodian Nbr	Item Desc	Loc	Mfr Name
NM1234	4990009565	EAA124	TRUCK,MAINTENANCE	BLDG 101	UNASSIGNED

12/21/2012 10:54
For Official Use Only

1 of 1

Cancel

Basic Catalog Excess Inventory Accounting Depreciation Ancillary Improvement Agency Warranty Attachments Component Attributes All

Asset Inquiry - Basic Detail

Site Id	NT-MPTE	Actbl UIC	NM1234
UIC	E10124	Process Action	
Operating Unit Name			
Stock Nbr	232000000114	Serial Nbr	W2T532102
Item Desc	TRUCK,MAINTENANCE	Asset Status	Active
Asset Id	4990000565	Owng Cost Center	CO - CO
Custodian Nbr	EAA124/	LIN/TAMCN Authn	
Lot Nbr		Expr Dt	

Cancel

The asset information displays. Select any data field to display the asset detail.

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DPAS Attribute Inquiry

Basic Catalog Excess Inventory Accounting Depreciation Ancillary Improvement Agency Warranty Attachments Component Attributes All

Asset Inquiry - Attributes Detail

Attribute Name	Attribute Value(s)
Armored	Yes
Capacity - Passengers	5
Color	brown
Door - Count	2
Engine - Type	Diesel
Run Flat Tires	Yes
Tire Size	60R15

12/21/2012 10:58

1 of 1


Cancel

Select the **Attributes** tab at the top of the page.
The Attributes for the asset display.

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Asset Detail Viewer

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Asset Detail Viewer

Navigate to the **Asset Update Selected Rows** page and select the **Asset Id** hyperlink to display the **Asset Detail Viewer**. Attributes for the asset display.

Asset Id	City	Stock Nbr	Serial Nbr	Man Cust Nbr	Sub Cust Nbr	Asset Loc Cd	Loc	Lot Nbr	Item Desc	Filterable	Mon Acct	WHC Prod	Loan Cd	US St Cd	UT Verif	Fuel CGLSN	Inst Sys Cd
ES90002651		232000000114VGT532102EA124				EI	BLDG 101		TRUCK,MAINTEN/VHCE/NO	No	No/No	No	L	NDT	NO	AY/NONE	AB

Action


- Basic Update
- Price Update
- Loan Update
- Stock Nbr / Justification Update
- Attributes Update

Depn SL Rollin		Depn SL List Rollin
Depn AB Rollin		Depn AD List Rollin
Price Depn	\$ 8.00	Current Main Depn Amt
Prr Depn SL Rollin		Depn US St Life
Prr Depn AB Rollin		Prr Depn US City
Depn US City		Write Down Amt
Depn Period Days		UTI Measure Cd
Fdcry Depn Meth Cd	SL	
Justif LBN/TAMCN		
Attachments	No Attachments Available	
Attribute(s) Template	Truck Pickup - Truck Pickup	
Attribute(s)	Armored: Yes Capacity - Passengers: 5 Color: brown Door - Count: 2 Engine - Type: Diesel Run Flat Tires: Yes Tire Size: 50R15	
Remarks		

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Asset Id Browse

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Asset Id Browse

Select **Update** from the **Asset Management** menu.

Catalog ▾	Asset Management ▾	Inventory ▾
	Receiving	
	Disposition	
Property & Eq	Transfer	ing the signa
Establishmen	Update	partment leve
the DoD acco	Custodian	of record APS
of the DPAS S	Pending Tran	support goles
Agency test m	Authorization	June 22.
Site level mes	Authorizations Pndg	ne 22.
Testing... 1... 2	Excess	DPAS appli
When you hav	Excess In Place Del	to another. T
permits the ct	UIT OutOfCycle Recon	erent color. T
the backgroun	UII Update/Assign	the previous
testing 12-02	UII Registry Query	009.
test message	Reversal	
Test message		
Another Test E		
Test Enterpris		
test message		

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DPAS Asset Id Browse

Search Criteria			
End Item Serial	<input checked="" type="radio"/>	Accountable	<input type="radio"/>
Component	<input type="radio"/>	Non-Accountable	<input type="radio"/>
Bulk	<input type="radio"/>	Both	<input checked="" type="radio"/>
Asset Id	<input type="text"/>		...
Stock Nbr	<input type="text"/>		...
Serial Nbr	<input type="text"/>		
Custodian Nbr	<input type="text"/>		...
Loc	<input type="text"/>		...
Sub Loc	<input type="text"/>		
Lot Nbr	<input type="text"/>		

Select the **Asset Id Browse (...)** button.

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DPAS Asset Id Browse

AssetIdBrowse close or Esc Key

Asset Id	<input type="text"/>
Serial Nbr	<input type="text"/>
Stock Nbr	<input type="text"/>
Loc	<input type="text"/>
Maj Custodian Nbr	<input type="text"/>
Asset Attribute(s)	brown diesel
Display Attribute(s)	<input checked="" type="checkbox"/>

To search for Attribute(s) values, type them into the **Asset Attribute(s)** data field. If there are multiple Attributes to search by, hit the Enter key to return your cursor. If you want the Attribute(s) to display in the results select the **Display Attribute(s)** checkbox. Select the **Search** button.

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DPAS Asset Id Browse

Assets containing the attributes will display.

AssetIdBrowse close or Esc Key

Asset Attribute(s)


Display Attribute(s)

Search Reset

Select	Asset Id	Serial Nbr	Item Desc	Stock Nbr	Loc	Lot Nbr	Custodian Nbr	Attribute(s)
Select	4990000565	W2T532102	TRUCK,MAINTENANCE	2320000000114	BLDG 101		EAA124	Armored:Yes Capacity - Passengers:5 Color:brown Door - Count:2 Engine - Type:Diesel Run Flat Tires:Yes Tire Size:60R15
Select	MAINTTRK01	MAINTTRK01	TRUCK,MAINTENANCE	2320000000114	BLDG 10		TERRY	Capacity - Passengers:5 Armored:Yes Color:brown Door - Count:4 Engine - Type:Diesel Run Flat Tires:Yes
Select	MAINTTRK02	MAINTTRK02	TRUCK,MAINTENANCE	2320000000114	BLDG 10		TERRY	Capacity - Passengers:5 Armored:Yes Color:brown Door - Count:4 Engine - Type:Diesel Run Flat Tires:No

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DPAS Questions?



Questions?

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For More Information

Columbus Call Center
cco-ccc@dfas.mil
580-6975 DSN
216-522-6975 Comm
866-498-8687 Toll Free

Training (Online, Instructor led, Webinar)
cco-dpastrng@dfas.mil

DPAS eLearning
<http://dpaselearning.golearnportal.org>

DPAS Support Site
<http://dpasupport.golearnportal.org>



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