



Defence Property Accountability System

DPAS

Presented by
Scott Milewski




DPAS Loans Via WAWF



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

4/24/2013



Introductions

Presenter

Scott Milewski, IT Training Specialist

Q&A

Duane Gore, IT Training Specialist
David Brooks, DPAS Support Specialist

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

- Introduction to Government Furnished Equipment (GFE)
- DoD to Contractor – GFP Transfer Scenario
- Associating a WAWF User Id
- Verifying Transfer Via WAWF
- GFP Loan Setup in DPAS
- Assigning Assets as GFP
- Returning GFP Via WAWF
- Review
- Polls/Q&A



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Introduction to Government Furnished Equipment (GFE)

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Definitions

Government Furnished Property Definition

- Government Furnished Property (GFP): property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. Government furnished property includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification.
- Government furnished property also includes contractor acquired property (CAP) if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.
- You might be interested in Defense Acquisition University (DAU) on-line course: CLC051 Section 889 - Managing Government Property in the Possession of Contractors

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Definitions

Equipment & Government Furnished Equipment

- Property that is functionally complete for its intended purpose, durable, and non-expendable
- Government Furnished Equipment (GFE) is simply equipment furnished by the Government to a Contractor for the performance of a contract.
- Equipment should be recorded in the Government's Accountable Property System of Record (APSR) by a Government employee prior to being furnished as GFE.

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Definitions


Material & Government Furnished Material

- Owned by the Government and furnished to a Contractor as Government Furnished Material (GFM) to use for specific contract purposes. Title to all material furnished by the Government remains with the Government.
- Unlike GFE, GFM is consumed, attached, or expended by the contractor during the performance of a contract.
- "Material," as used in this subpart, means property that may be incorporated into or attached to a deliverable end item or that may be consumed or expended in performing a contract. It includes assemblies, components, parts, raw and processed materials, and small tools and supplies that may be consumed in normal use in performing a contract. (FAR 45.301)
- Examples of Material and GFM are titanium nuts, bolts, washers, screws, and other consumable items. Another example is an aircraft engine which is part of a larger weapon system.

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Definitions

Contractor Acquired Property (CAP)

- Any property acquired, fabricated, or otherwise provided by the contractor for use in contract performance.
- Cost reimbursable is the only contract type that allows CAP.
- The government has title to each item acquired by the contractor.
- When the contractor delivers CAP to the Government for use on the same or another contract, that CAP is then considered GFP. Property originally deemed CAP is only "CAP" for one contract. When the same property is used on subsequent projects, it will be classified as GFP.
- Property records for CAP must be created in the Government Accountable Property System of Record (APSR) when CAP is delivered via Contract Line Item Numbers (CLINs).

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Definitions

Item Unique Identification (IUID)

- All GFP must have a Unique Item Identifier (UII) 2-D Matrix assigned
 - IUID is an asset identification data storage system (replaces DD 1662)
 - The UII is permanent, and is only assigned to a single item.
 - The UII captures and maintains important data for valuation and tracking



IUID is applicable to items:

- Valued at more than \$5000
- Serially managed
- Mission essential
- Controlled inventory
- Permanent identification needed

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Supported Scenarios

Loan Scenarios

- **DPAS Supported**
 - Government to Government
 - Government to Contractor
 - Contractor to Government
- **Not DPAS Supported**
 - Contract to Contract
 - Contractor to Contractor



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DoD to Contractor – GFP Transfer Scenario

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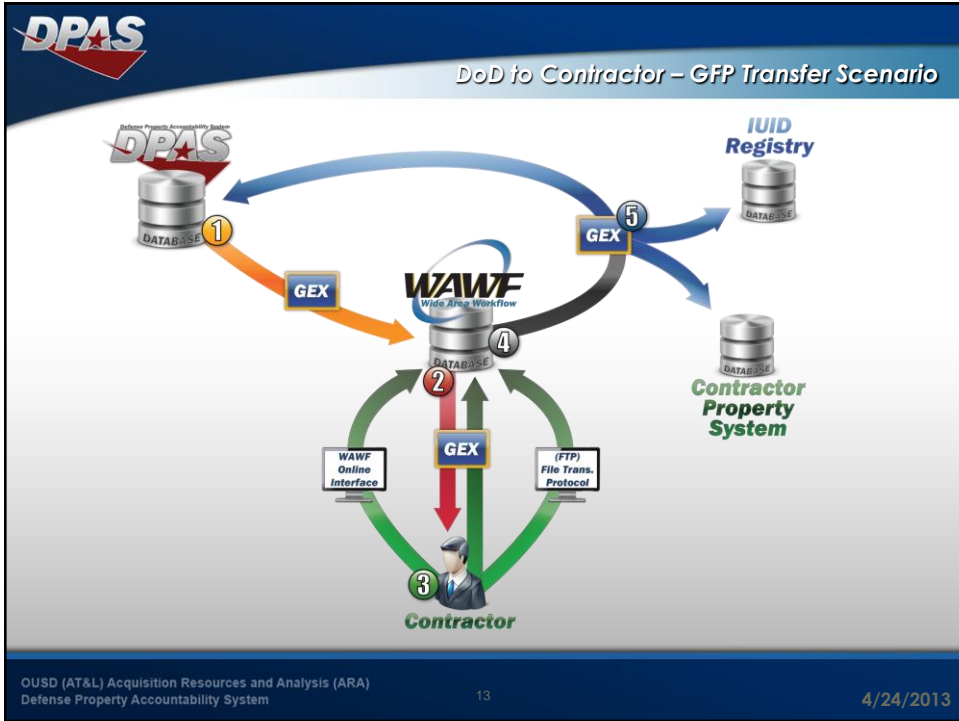


Definitions, Terms and Acronyms

Wide Area Workflow Terminology

- **GEX** – Global Exchange Service
- **GFP** – Government-Furnished Property
- **IUID** – Item Unique Identifier
- **IUID Registry** -- Provides storage of, and access to, data that identifies and describes Government personal property, including PIPC
- **PIPC** – Property in the Possession of a Contractor
- **PSN** – Property Shipment Notice
- **WAWF** – Wide Area Workflow

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DoD to Contractor – Second Step

2. WAWF Processes the Report

- WAWF generates a PSN 856 Due-In Notice
- Information travels through GEX
- Information arrives at the Receiving Contractor

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DoD to Contractor – Third Step

3. Receiving Contractor Accepts PSN

- Contractor generates a PSN 856 Receipt
- Information travels through GEX
- Information arrives at WAWF

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DoD to Contractor – Fourth Step

4. WAWF Processes the Report

- WAWF passes UID and GFP information
- WAWF passes PSN information
- Information travels through GEX



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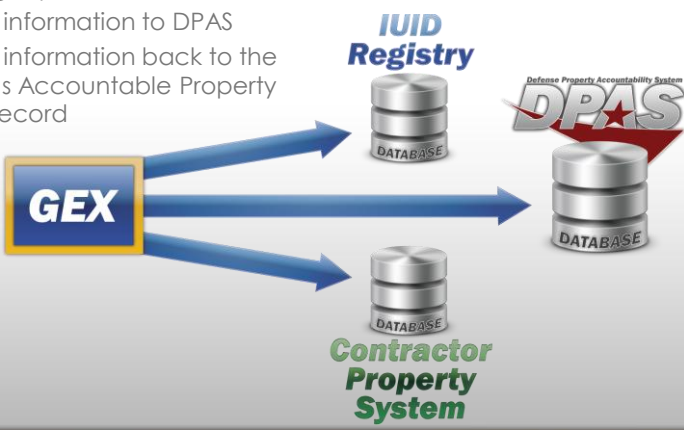
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DoD to Contractor – Final Step

5. GEX Passes Information


- GEX passes UID and GFP information to the IUID Registry
- GEX passes information to DPAS
- GEX passes information back to the Contractor's Accountable Property System of Record



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DPAS Processes

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Associating a WAWF User Id

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WAWF User Id


You must have a WAWF User Id associated with your DPAS account.

Account must have:

1. Shipper role
2. Receive role

Entered in My DPAS > User Info Update

Update	
Last Name	WAGNER
First Name	DONALD
Middle Name	NICHOLAS
WAWF User Id	SOCOGOVT
Phone Nbr	<input type="text"/>
DSN	850-5241
*E-Mail Address	DON.WAGNER@DFAS.MIL
Remarks	<input type="text"/>
History Remarks	<input type="text"/>




Update
Cancel

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Verifying Transfer Via WAWF

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Verify "Transfer Via WAWF"

- Verify "Transfer Via WAWF" In:
 - Acbl UIC/UIC or UIC DODAAC/CAGE
 - Address (If available)

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Verify Actbl UIC/UIC

Basic APO			
Update			
*Actbl UIC	NS1234	UIC	H92242
*UIC Name	NAVAL SPEC WAREFARE GROUP FOUR NSWG4		
*Status	ACTIVE	*Asset Id Assignment	AUTO W/MANUAL OPTION
*Primary DODAAC	H92242	*Agency Cd	D1 - COUTR INTLGNC FIELD ACTY
*Activity Cd	NSWG	Installation Cd	
*Major Cmd Cd	00 - COUTR INTLGNC FIELD ACTY	Excess Interface	N/A
*UIT Interface	NO	*Authn Mgt	YES
*Military Asset Reporting	MANUAL	Transfer via WAWF	YES
Remarks			
History Remarks			


Update Cancel

Verify Accountable UIC/UIC is set to Transfer Via WAWF

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Verify UIC DODAAC/CAGE

Verify UIC DODAAC/CAGE is set to Transfer Via WAWF


- The secondary DODAAC cannot be updated. If the Transfer Via WAWF needs to be updated, the DODAAC will need to be deleted and recreated.

Details	
DODAAC/CAGE	N00018
Actbl UIC	N00018
UIC	N00018
Type	N - Non-Primary DODAAC
Transfer Via WAWF	YES
Address 1	
Address 2	
City	
State	
ZIP Cd	
Eff Dt	

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Verify Address


Update			
*UIC	H92242	*Address Type	LC-Loan - CAGE
CAGE Cd	3D135	POC	SEWANEE JOHNSON
DUNS		DSN	
DODAAC		Phone Nbr	703-375-6606
*Activity Name	3D135 - L3 COMM GOVT	FAX Nbr	703-708-5704
*Address 1	2600 PARK TOWER DR	E-Mail Address	
Address 2	STE 800	Holding POC	
*City	VIENNA	Holding Loc	
*State Cd	VA-Virginia	Holding Sub Loc	
*ZIP Cd	22180	Holding DODAAC	
*Country Cd	US-UNITED STATES OF AMERICA	Transfer via WAWF	Yes

Verify Loan CAGE (LC) Address is Transfer Via WAWF

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GFP Loan Setup in DPAS

!n DPAS?

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Web DPAS Setup

DPAS GFP Setup Requirements

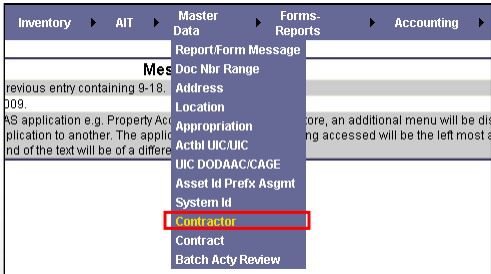
- **Build Contractor Record**
 - Master Data → Contractor
 - Contains Company Information
- **Build Contract Record**
 - Master Data → Contract
 - Contract Type = GFP
- **Build Contractor Address for Shipment**
 - Master Data → Address
 - LC – CAGE Type Address

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DPAS Web DPAS Setup

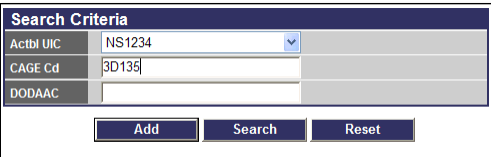


- Inventory > AIT > Master Data > Forms-Reports > Accounting > Contractor

- Building the Contractor record is the first step necessary in DPAS to properly track assets as GFP.
- To create a Contractor record, navigate to Master Data > Contractor.

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DPAS Web DPAS Setup



Search Criteria

Actbl UIC	NS1234
CAGE Cd	3D136
DODAAC	

Add Search Reset

To complete the Contractor Search Criteria page:

1. Verify the correct Accountable UIC is listed
2. Enter the Contractor's CAGE code
 - Important! The CAGE code must be valid; you can find it on the face of the Contract
 - The CAGE Cd must be valid in WAWF
3. Select the Add button

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DPAS Web DPAS Setup

Add			
Actbl UIC	NS1234		
*CAGE Cd	3D135	DODAAC	
*Contractor	L3 COMM GOVT	Division Name	HQ
*Address 1	2600 PARK TOWER DR	FAX Nbr	
Address 2	STE 800	E-Mail Address	
*City	VIENNA	Contractor Phone Nbr	
*State	VA-Virginia		
*ZIP Cd	22180		
*Country Cd	US-UNITED STATES OF AMERICA		
Remarks			
History Remarks			

When completing the Contractor Add page:

1. Use the contract information to populate as much of this screen as possible.
2. Select the Add button to process the record.

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DPAS Web DPAS Setup

Inventory				AIT				Master Data				Forms-Reports				Accounting			
Report/Form Message Doc Nbr Range Address Location Appropriation Actbl UIC/UIC UIC DODAAC/CAGE Asset Id Prefix Asgmt System Id Contractor Contract Batch Acty Review																			

- After creating a Contractor in DPAS, we must create the Contract record awarded for the development of the cleaning solvent.
- To create a Contract record, we must navigate to Master Data > Contract.

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DPAS Web DPAS Setup

Search Criteria	
Contract Use Cd	G-Govt Furn Prop
Contract Type Cd	DCF - DOD Contract (FAR)
Contract Nbr	H9224211C1234
Contractor	3D135 - L3 COMM GOVT

When completing the Contract Search Criteria page:

1. Verify "G" is selected for the Contract Use Code.
2. Select the appropriate Contract Type Code.
3. Enter the Contract Number from the contract.
4. Select the corresponding Contractor. In this scenario, we select "L3 COMM GOVT"
5. Select the Add button

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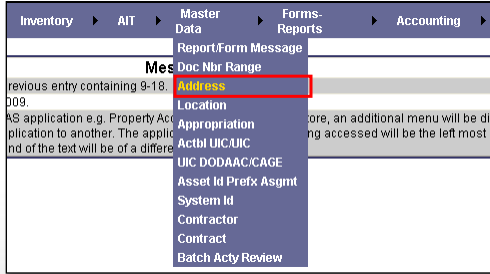
DPAS Web DPAS Setup

Add			
Contract Use Cd	G - Govt Furn Prop	*Contract Type Cd	DCF - DOD Contract (FAR)
*Contract Nbr	H9224211C1234	Divy Ord Nbr	
*Contractor	3D135 - L3 COMM GOVT		
*Contract Start Dt	6/27/2011	Contract End Dt	6/24/2013
*Issuing Ofc DoDAAC	h92242	Issuing POC	DAVID BROOKS
Issuing Phone Nbr	614-555-1212	Admn Ofc	MELANIE GRIFFITH
Admn Ofc Phone Nbr	614-555-6975	*Contract Admn DoDAAC	HQ1013
Prop Admn	DUNAE GORE	Prop Admn Phone Nbr	614-555-3566
Prop Admn E-Mail Addr	DUNAE GORE@DPAS.MIL		
Attachment	<input type="button" value="Add Attachment"/>		
Remarks			
History Remarks			

1. Enter the Contract Start and End Dates.
2. Enter the Issuing Office DoDAAC.
3. Enter the Contract Admin DoDAAC.

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DPAS Web DPAS Setup

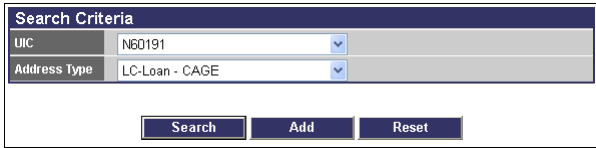


- Inventory > AIT > Master Data > Forms-Reports > Accounting > Address

- The next step in the process is to build the contractor address where the asset will be delivered.
- To create an Address record, we must navigate to Master Data > Address.

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DPAS Web DPAS Setup



Search Criteria

UIC	N60191
Address Type	LC-Loan - CAGE

Search Add Reset

When completing the Address Search Criteria page:

1. Verify the correct UIC is listed
2. Select an Address Type of LC-Loan – CAGE
3. Select the Add button

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DPAS Web DPAS Setup

Add			
*UIC	H92242	*Address Type	LC-Loan - CAGE
CAGE Cd	3D135	POC	SEWANEE JOHNSON
DUNS		DSN	
DODAAC		Phone Nbr	703-375-6606
*Activity Name	3D135 - L3 COMM GOVT	FAX Nbr	703-708-5704
*Address 1	2600 PARK TOWER DR	E-Mail Address	
Address 2	STE 800	Holding POC	
*City	VIENNA	Holding Loc	
*State Cd	VA-Virginia	Holding Sub Loc	
*ZIP Cd	22180	Holding DODAAC	
*Country Cd	US-UNITED STATES OF AMERICA	Transfer via WAWF	Yes

On the Address Add page:

1. Complete as much information as possible about the contractor's address.
2. Select the Add button to process the record.

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Assigning Assets as GFP

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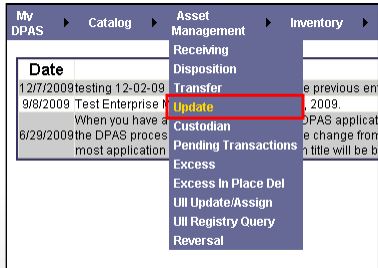
DPAS GFP in Web DPAS

Assigning Assets as GFP

- Associate Asset w/ authorized Contract
 - Asset Management > Update
 - Use Loan Cd = C – Out to Non-Govt Activity
 - Must Have UII Assigned/Tagged/ (ART Status)
 - Must be verified with the IUID Registry

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DPAS GFP in Web DPAS



The screenshot shows a breadcrumb trail: My DPAS > Catalog > Asset Management > Inventory > Update. The 'Update' option is highlighted with a red box. Below the breadcrumb trail, there is a table with columns for Date, Description, and Action. The table contains several rows of data, including dates like 12/7/2009, 9/8/2009, and 8/29/2009, and descriptions such as 'testing 12-02-08', 'Test Enterprise', and 'When you have a DPAS application change from title will be b'. The 'Update' option is highlighted in the table.

- The first step in assigning GFP is to navigate to Asset Management > Update.

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DPAS GFP in Web DPAS

Search Criteria			
End Item Serial	<input 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" value="000100000118"/>		
Stock Number	<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"/>		
<input type="button" value="Search"/> <input type="button" value="Reset"/>			

On the Search Criteria page:

1. Enter the Asset Id.
2. Select the Search button to locate the asset in the system.

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DPAS GFP in Web DPAS

Search Criteria	
Asset Id	000100000118
Stock Nbr	
Serial	
Loc	
Sub Loc	
Lot Nbr	
<input type="button" value="Search"/> <input type="button" value="Reset"/>	


Search Results															
Asset Id	Stock Nbr	Serial	Unit	Sub	Cust Nbr	Asset Loc	Loc	Lot Nbr	Item Desc	Warranty	Non Act	Utl	Exp	Own	Coll
000100000118						EL	BLDG 318		GUN MOUNT 76 MLLM	No	No	Yes	No	G	99 /
<input type="button" value="Select All"/> <input type="button" value="Deselect All"/> <input type="button" value="Continue"/> <input type="button" value="Cancel"/>															

Both									
Actbl	Utl	Capl	Pndg	Loan Cc	Utl Sts Cd	Utl Ver	Fund Cd		
Yes	Yes	No	G	ART	YES	99 /			

On the Search Results page we have located the asset and can take note of a couple of key fields.

1. Notice the Loan Code is currently "G" - This indicates the asset is currently Government owned.
2. We can also see the Utl Status Code is ART - This asset is ready to be assigned as GFP so we select the record and click the Continue button.
3. The Utl has been verified with the IUID Registry.

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GFP in Web DPAS

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	Piferable	Non-Actib	UII Cptf	Prndg	Loan Cd	UII Sts Cd	UII Ver	Fund Cd/ASN	Intrf Sys Cd	
0001000001181			1015010848998	SN654987321	SCOTT		EI	BLDG 318		GUN MOUNT.76 MILLIM	No	No	Yes	Yes	No	G	ART	YES	99/	AY

Action

Basic Update

Price Update

Loan Update


The Selected Rows page offers three actions.

- We will choose the Loan Update action and select the Continue button.

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GFP in Web DPAS

Asset Id	000100000118	Stock Nbr	1015010848998
Loan Cd	G		
Asset Update - Loan Change			
* Loan Cd	G-Government Owned	* DODAAC/CAGE Cd	Select An Item
Doc Nbr		* Asset Sts Cd	U-In Use
Loc	BLDG 318	Sub Loc	
TCN		* Shipment Dt	
Estimated Shipment Dt	<input type="checkbox"/>	Mode of Shipment	Select An Item


When the Asset Update – Loan Change page first displays, the Loan Code is “G”

- We need to update the status of the asset to “C-Out on Loan to Non-Govt Acty”

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GFP in Web DPAS

Asset Id	000100000118	Stock Nbr	1015010848998
Loan Cd	G		
Asset Update - Loan Change			
* Loan Cd	C-Out On Loan to Non-Govt Acty	* DODAAC/CAGE Cd	H92242
Doc Nbr	H9224212340001	* Asset Sts Cd	U-In Use
* Cntr Nbr	H9224211C1234		
Cntr Start Dt	6/27/2011	Cntr End Dt	6/24/2013
<small>Contract Established date:6/27/2011 - applied to loan start date Contract Expiration date:6/24/2013 - applied to loan end date Loan Start and End Date fields have been disabled</small>			
Loan Address	2600 PARK TOWER DR STE 800 VIENNA, VA 22180		
Activity Name	3D135 - L3 COMM GOVT		
Loan Start Dt	06/27/2011	Loan End Dt	06/24/2013
Loc	BLDG 318	Sub Loc	
TCN		* Shipment Dt	08/15/2011
Estimated Shipment Dt	<input type="checkbox"/>	Mode of Shipment	Select an Item

Update
Cancel


● Several fields on the Asset Update – Loan Change page must be completed prior to processing the asset as GFP.

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Returning GFP

Via WAWF



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DPAS Loan Return

- When an asset is ready to be returned:
 1. Contractor uses WAWF Shipment to create a “Contractor to DOD” transfer
 2. Government WAWF user accepts the asset by using the Property Receiver process
 3. DPAS user will process the Loan Return from the Pending Transactions process

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DPAS Returning GFP Via WAWF

Catalog > Asset Management > Inventory >

Receiving	
Disposition	
Transfer	ing the signat
Update	es the Depart
Custodian	countable pri
Pending Tran	of the DPAS
Excess	DPAS applic
Excess In Place Del	e application
UIT OutOfCycle Recon	ground of the
UII Update/Assign	the previous c
UII Registry Query	
Reversal	

- Navigate to **Asset Management > Pending Tran.**

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Returning GFP Via WAWF

Search Criteria

Process	Loan Return	▼
Process Action	Loan Return	▼
Doc Nbr		
Asset Id		
Serial Nbr		
Stock Nbr		
Custodian Nbr		...
UUI		

- Select the **Process** of *Loan Return*.
- Use the default **Process Action** of *Loan Return*.
- Select the **Search** button.

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Returning GFP Via WAWF

Search Criteria

Process	Loan Return	Process Action	Loan Return
Doc Nbr		Asset Id	
Serial Nbr		Stock Nbr	
Custodian Nbr		UUI	

Search Results

Select	Doc Nbr	Asset Id	Stock Nbr	Serial Nbr	Qty	Item Desc	UIC Fr	UIC To	Cust Nbr Fr	Cust Nbr To	Site Id Fr	Site Id To	CAGE Cd	DODAAC	Loc	Status	Acq Cost	UUI
<input type="checkbox"/>		CARLA		98415623	1	FILLTANK FABRICATED	V42221						0CJ98	W59CV6		CC	\$0.00	D9U4505-B81337-14A2341-25-1
<input type="checkbox"/>		DNW000000777		SN1028975	1	Engine, diesel	V42221							W59CV6		CC	\$0.00	D67301SN1028975
<input checked="" type="checkbox"/>		DONW00000502		SNPBY459872	1	TERMINAL MULTIPLEX, CRYPTOGRAPHIC	V42221						8F0G1	W59CV6		CC	\$0.00	D6F0G1SNPBY459872

- Use the **Select** checkbox to choose the asset to return.
- Select the **Continue** button.

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DPAS Returning GFP Via WAWF

Search Criteria			
Process	Loan Return	Process Action	Loan Return
Doc Nbr		Asset Id	
Serial Nbr		Stock Nbr	
Custodian Nbr		UUI	

Selected Rows																
Qty	Trans Qty	Doc Nbr	Asset Id	Stock Nbr	Serial Nbr	Item Desc	Cust Nbr Fr	Cust Nbr To	UIC Fr	UIC To	Site Id Fr	Site Id To	CAGE Cd	DODAAC Loc	Status	UUI
1	1		DONW00000502		SNPBY459872	TERMINAL, MULTIPLEX, CRYPTOGRAPHIC				V42221			6F0G1	W59CV6	CC	D8F0G1SNPBY459872

● Select the **Continue** button on the **Selected Rows** page to return the asset to Government Owned.


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DPAS Returning GFP Via WAWF

Transaction Status			
Process Queue Id: 23975			
Status	Action Required	Details	
Success	None	AssetId	DONW00000502
		Serial	SNPBY459872

● A successful **Transaction Status** page displays.

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Review

KGAIGM

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Review

- **Must have a WAWF User Id associated to your DPAS account**
- **Verify DPAS is setup to Transfer Via WAWF**
 - Actbl UIC/UIC
 - UIC DODAC/CAGE
 - Address
- **Setup for GFP**
 - Create a Contractor
 - Create a Contract
 - Create a Loan CAGE (LC) Address
- **Verify Asset is Ready To Be Loaned**
 - Must be Loan Cd of "G"
 - Must Have UII Assigned/Tagged/ (ART Status)
 - Must be verified with the IUID Registry


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Questions?



Questions?

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Defence Property Accountability System
DPAS


For More Information

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

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



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 Property and Equipment Policy
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