Defense Property Accountability System

DPAS Support Team

Presented by Lisa Peters

Internal Use Software (IUS)

PROPERTY & EQUIPMENT POLICY

OUSD • AT&L • ARA

leidos

Presenter

Presenter Name, *Lisa Peters DPAS Trainer*

Ground Rules

- **Submit questions** through the question pod – we will discuss them throughout the session
- You can maximize the presentation pod (**toggle Full Screen**)
- Download the presentation from the **File Sharing pod**

- **Understanding IUS**
  - DPAS Compliancy with DoDI 5000.76
  - Role Definition and DPAS Roles for IUS
  - Process/Field capabilities as of 6.1
  - Process Demo
- **What's next for IUS**
  - Future IUS Capabilities
- **Questions**

- **What is Internal Use Software**

  - Software is a subset of General PP&E. It is intangible personal property and has its own set of accountability and financial reporting requirements.

  - IUS is a class of assets that consists of software and applications that are used in day to day business and not created or acquired with the intent to sell the asset.

- The DOD instruction for Accountability of IUS, DoDI 5000.76, outlines the requirements for accountability of IUS and defines IUS as software that is:
  - Acquired or developed to meet the entity's internal or operational needs
  - A stand alone application, or the combined software components of an IT system that can consist of multiple applications, modules, or other software components integrated and used to fulfill the entity's internal or operational needs
  - Used to operate an entity's programs
  - Used to produce the entity's goods and provide services
  - Developed or obtained for internal use and subsequently provided to other federal entities with or without reimbursement
  - *NOT* Software that is integrated into and necessary to operate property, plant, and equipment rather than perform an application

Data Elements

General

- DOD Unique Software Identifier
- Item name or software title
- Item description
- Software type (COTS, Modified COTS, Modified Government off the shelf, Custom)
- Manufacturer part number
- Software developer (publisher)
- Version (if applicable)
- Quantity of licenses (if applicable)
- Hosting environment (cloud based, dedicated host, shared/local area network, virtual private server, client server, desktop/hard drive)
- National Stock Number or Catalog equivalent
- Location
- Status
- IT budget UII
- PSC (if applicable)

Capital

- Requiring DOD Component's DODAAC
- Parent system (Enterprise Resource Planning system) by DoD unique software identifier (as applicable)
- System Sub-system (Enterprise Resource Planning system) by DoD unique software identifier (as applicable)
- Placed in service date
- General Ledger Classification and Accounting Code
- Gross Asset value (i.e., full cost, acquisition cost)
- Useful Life
- Accumulated amortization
- Obligating document number or posting reference
- Standard line of accounting
- Transaction type and date

703000S670001

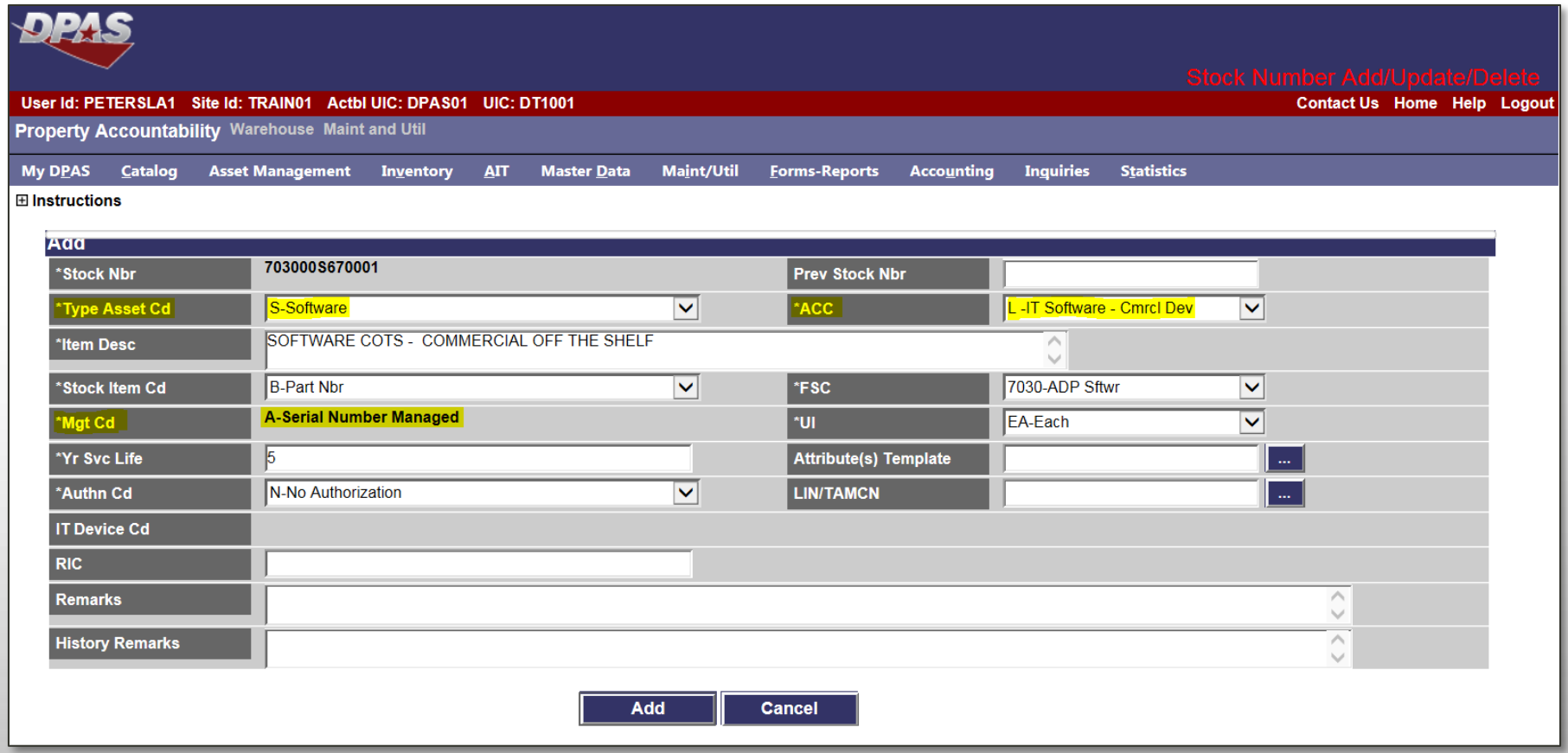
- DPAS is an approved APSR for the property management and accountability of all capitalized and non capitalized IUS assets using the following functionality –
  - Cataloging (For Type Asset CD = S-Software)
    - Stock Number- Eliminates the need for input for NON-IUS fields
    - Manufacture-Incorporates IUS Specific Attributes
  - Asset Management
    - Receiving-Eliminate the need to input of Non-IUS fields
  - CIP (Construction In Progress)
    - Add functionality to allow user to track software under construction and software improvements

- Government Employee
  - DPAS 1010-Accountable Property Officer
  - DPAS 1510-IT Software Officer
  - DPAS 1240-Warrenty & Utilization
  - DPAS 1130-Data Inquiry
  - DPAS 1240-Reports and Forms Generation

- Contractors
  - DPAS 1020-Property Administrator
  - DPAS 1510-IT Software Officer
  - DPAS 1240-Warrenty & Utilization
  - DPAS 1130-Data Inquiry
  - DPAS 1240-Reports and Forms Generation

- **DPAS 1510 – IT Software Officer -** This user performs all duties related to the IT Management functional area. This includes Software License management, IT Device association, Software Search and Software Request. This user also has access to the IT Management dashboard
  - **Associate software to a license**
  - **Associate a software license to an IT device**
  - **Search the software catalog**
  - **Request software**
  - **View the IT Management Dashboard**

- **DPAS 1240 – Warranty & Utilization -** This user performs all duties related to the warranty and utilization functional areas for an asset. This includes Warranty, Service, and Subscriptions management, asset utilization and utilization exceptions. This user can also perform related data inquiries
  - **Manage extended warranties, subscriptions, and maintenance/service agreements**
  - **Create terms and conditions clauses for warranty/service/subscriptions**
  - **Associate assets to warranty contacts**
  - **Update utilization data**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Property Accountability Warehouse Maint and Util
My DPAS Catalog Asset Management Inventory AIT Master Data Maint/Util Forms-Reports Accounting Inquiries Statistics
Instructions
Add
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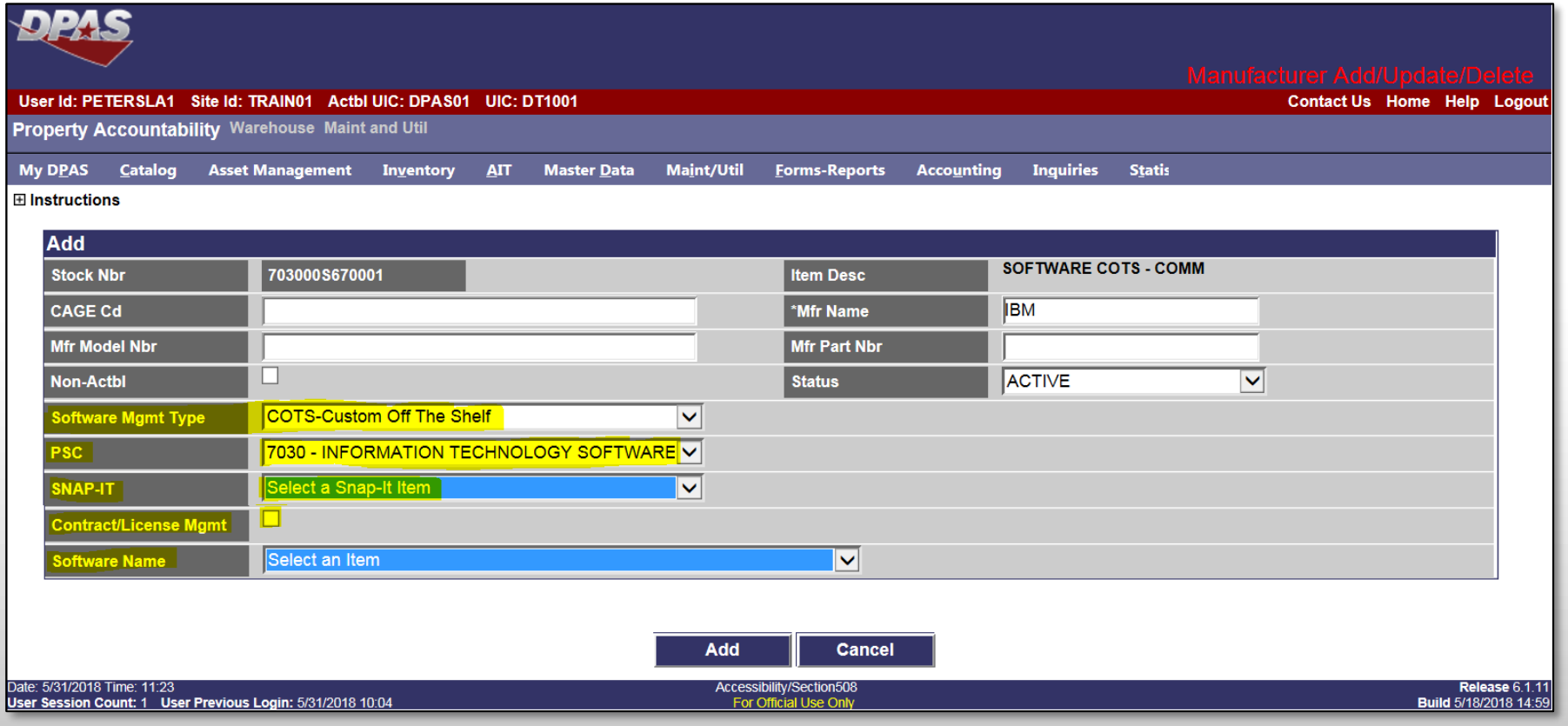
Prev Stock Nbr
*Type Asset Cd S-Software
*ACC L -IT Software - Cmrcl Dev
*Item Desc SOFTWARE COTS - COMMERCIAL OFF THE SHELF
*Stock Item Cd B-Part Nbr
*FSC 7030-ADP Sftwr
*Mgt Cd A-Serial Number Managed
*UI EA-Each
*Yr Svc Life 5
Attribute(s) Template
*Authn Cd N-No Authorization
LIN/TAMCN
IT Device Cd
RIC
Remarks
History Remarks
Add
Cancel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Property Accountability Warehouse Maint and Util
My DPAS Catalog Asset Management Inventory AIT Master Data Maint/Util Forms-Reports Accounting Inquiries Statis
Instructions
Add
Stock Nbr 703000S670001
Item Desc SOFTWARE COTS - COMM
CAGE Cd
*Mfr Name IBM
Mfr Model Nbr
Mfr Part Nbr
Non-Actbl
Status ACTIVE
Software Mgmt Type COTS-Custom Off The Shelf
PSC 7030 - INFORMATION TECHNOLOGY SOFTWARE
SNAP-IT Select a Snap-It Item
Contract/License Mgmt
Software Name Select an Item
Add
Cancel
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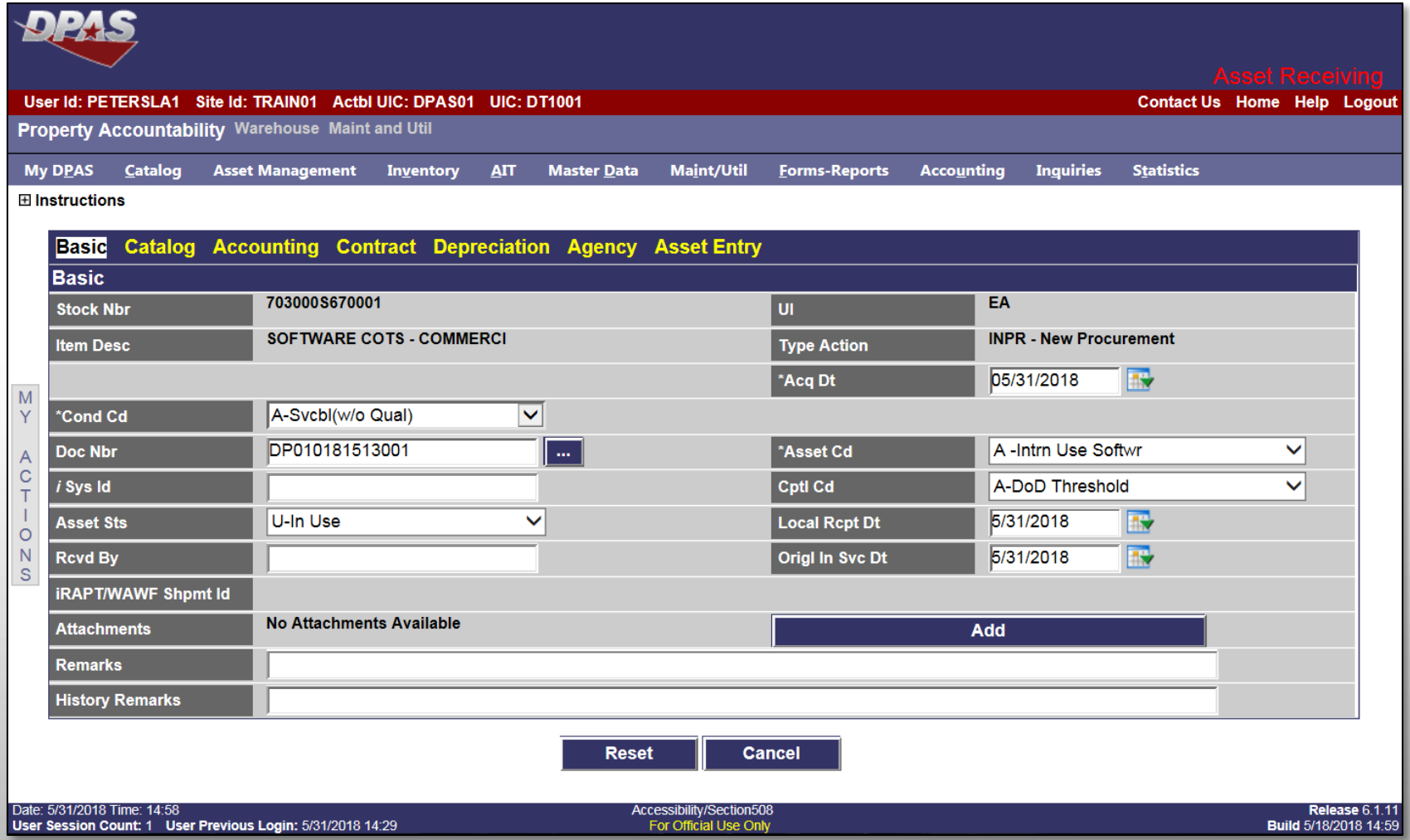
For Official Use Only
Release 6.1.11
Build 5/18/2018 14:59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Property Accountability Warehouse Maint and Util
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Instructions
Basic Catalog Accounting Contract Depreciation Agency Asset Entry
Basic
Stock Nbr 703000S670001
UI EA
Item Desc SOFTWARE COTS - COMMERCI
Type Action INPR - New Procurement
*Acq Dt 05/31/2018
*Cond Cd A-Svcbl(w/o Qual)
Doc Nbr DP010181513001
*Asset Cd A -Intrn Use Softwr
i Sys Id
Cptl Cd A-DoD Threshold
Asset Sts U-In Use
Local Rcpt Dt 5/31/2018
Rcvd By
Origl In Svc Dt 5/31/2018
iRAPT/WAWF Shpmt Id
Attachments No Attachments Available
Add
Remarks
History Remarks
MY ACTIONS
Reset
Cancel
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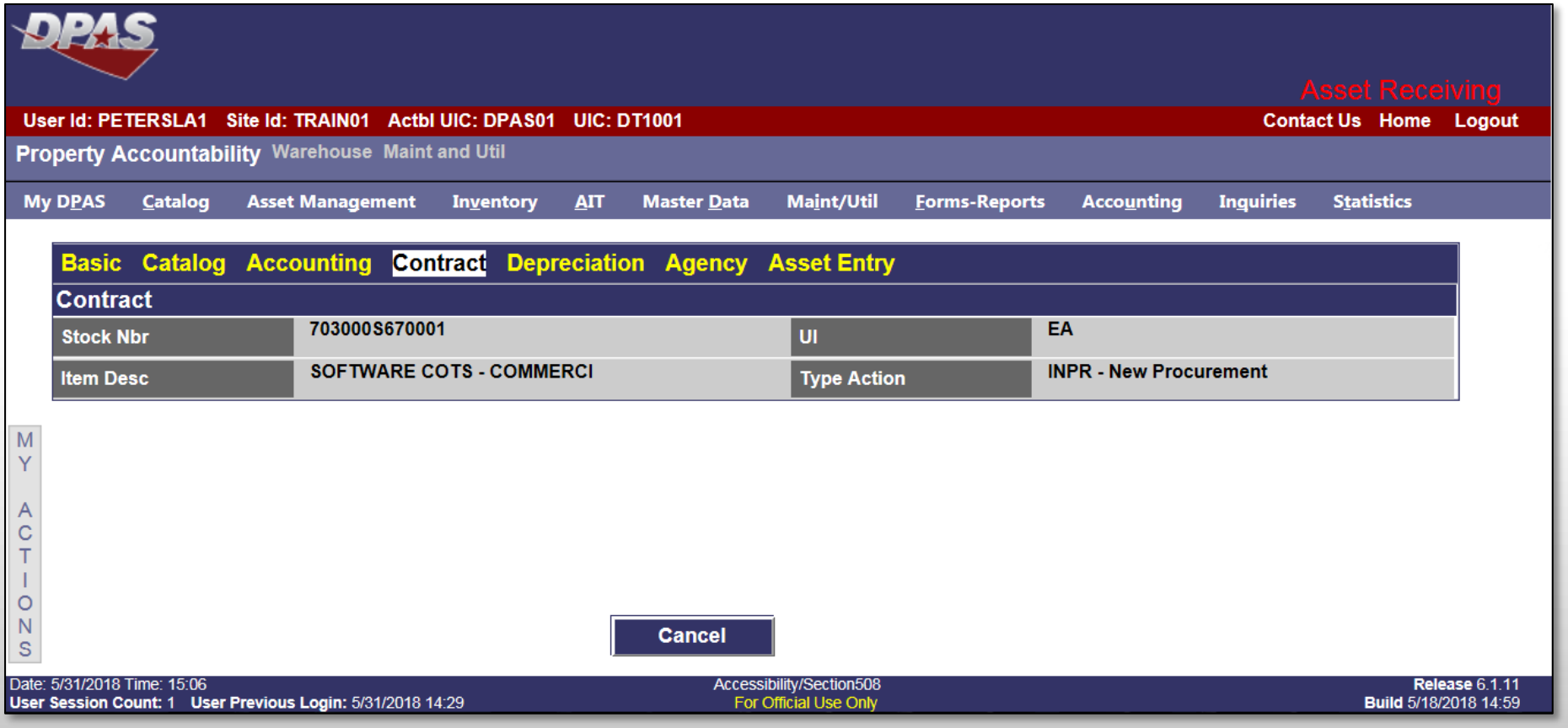
Asset Receiving
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Property Accountability Warehouse Maint and Util
My DPAS Catalog Asset Management Inventory AIT Master Data Maint/Util Forms-Reports Accounting Inquiries Statistics
Basic Catalog Accounting Contract Depreciation Agency Asset Entry
Contract
Stock Nbr 703000S670001
UI EA
Item Desc SOFTWARE COTS - COMMERCI
Type Action INPR - New Procurement
MY ACTIONS
Cancel
Date: 5/31/2018 Time: 15:06
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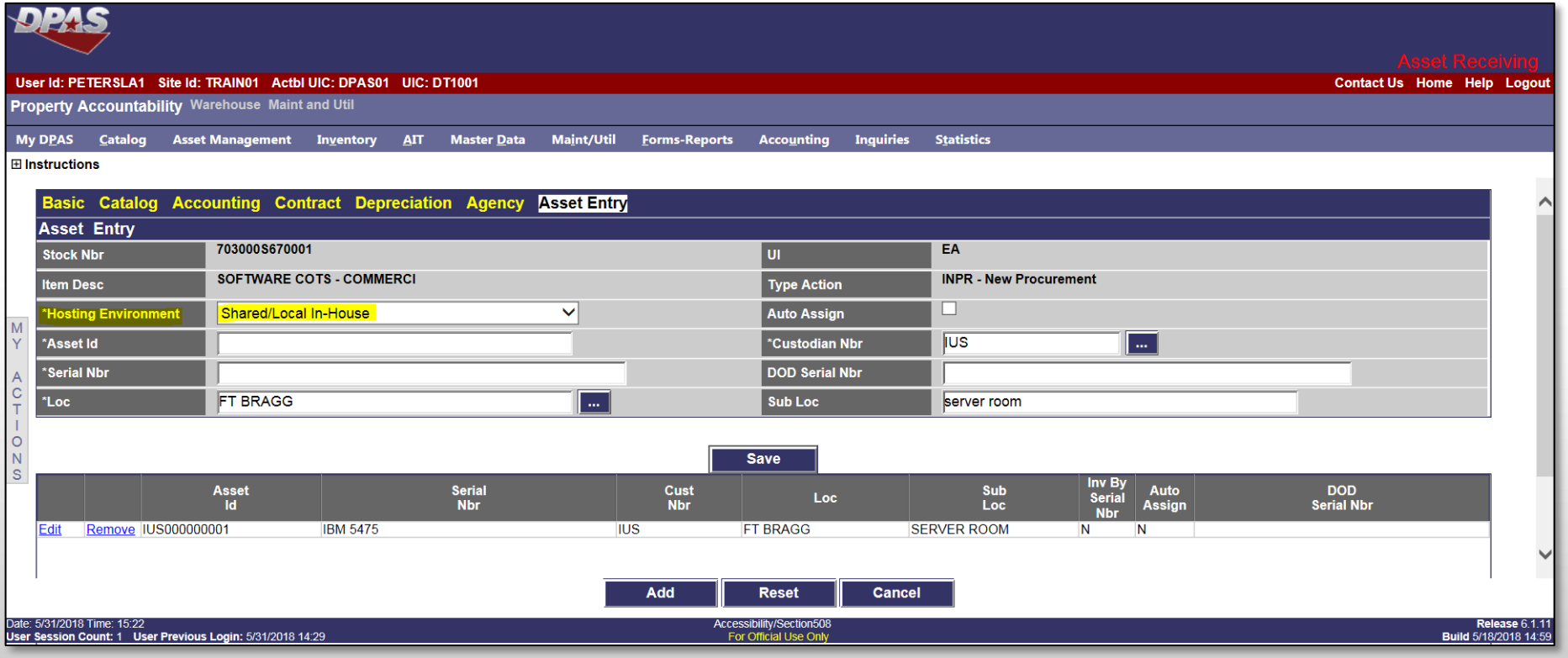
DPAS
Asset Receiving
User Id: PETERSLA1 Site Id: TRAIN01 Actbl UIC: DPAS01 UIC: DT1001
Contact Us Home Help Logout
Property Accountability Warehouse Maint and Util
My DPAS Catalog Asset Management Inventory AIT Master Data Maint/Util Forms-Reports Accounting Inquiries Statistics
Instructions
Basic Catalog Accounting Contract Depreciation Agency Asset Entry
Asset Entry
Stock Nbr 703000S670001
UI EA
Item Desc SOFTWARE COTS - COMMERCI
Type Action INPR - New Procurement
*Hosting Environment Shared/Local In-House
Auto Assign
*Asset Id
*Custodian Nbr IUS
*Serial Nbr
DOD Serial Nbr
*Loc FT BRAGG
Sub Loc server room
MY ACTIONS
Save
Edit Remove IUS000000001 IBM 5475 IUS FT BRAGG SERVER ROOM N N
Add Reset Cancel
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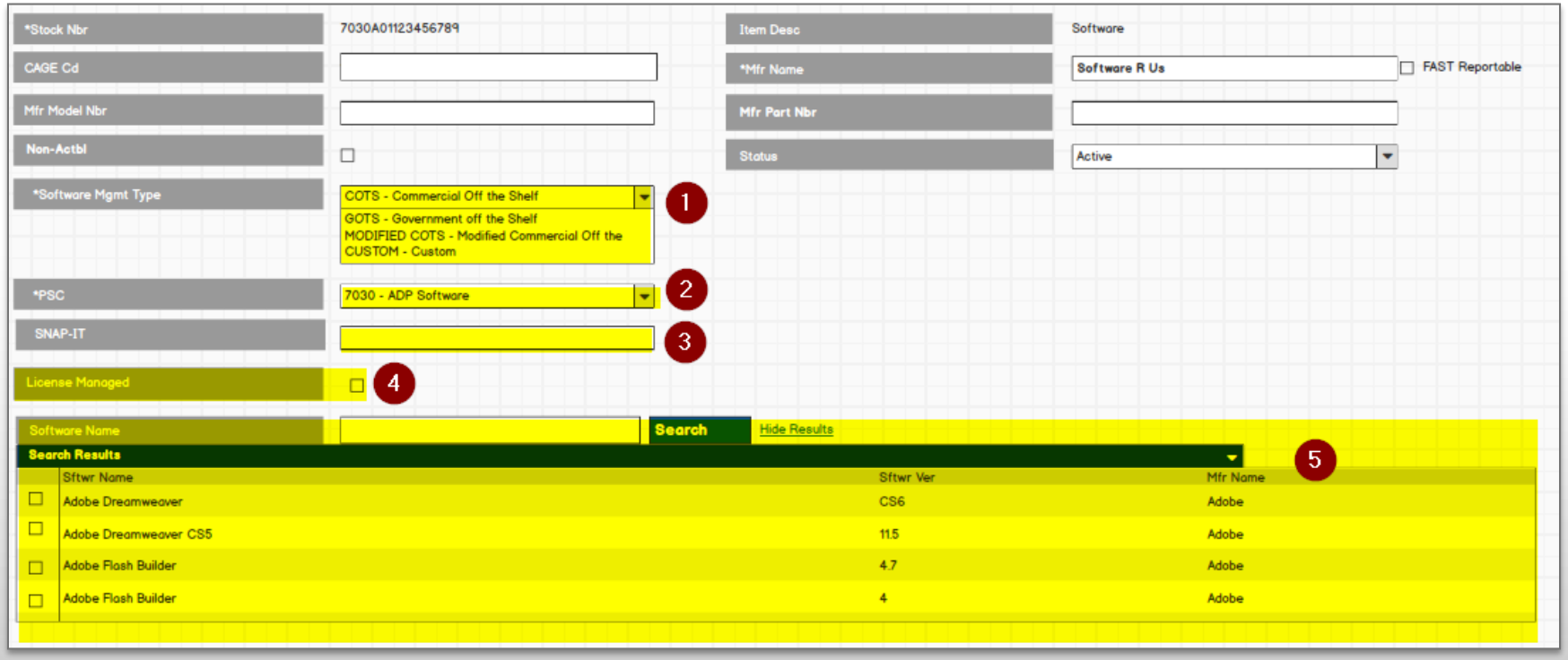
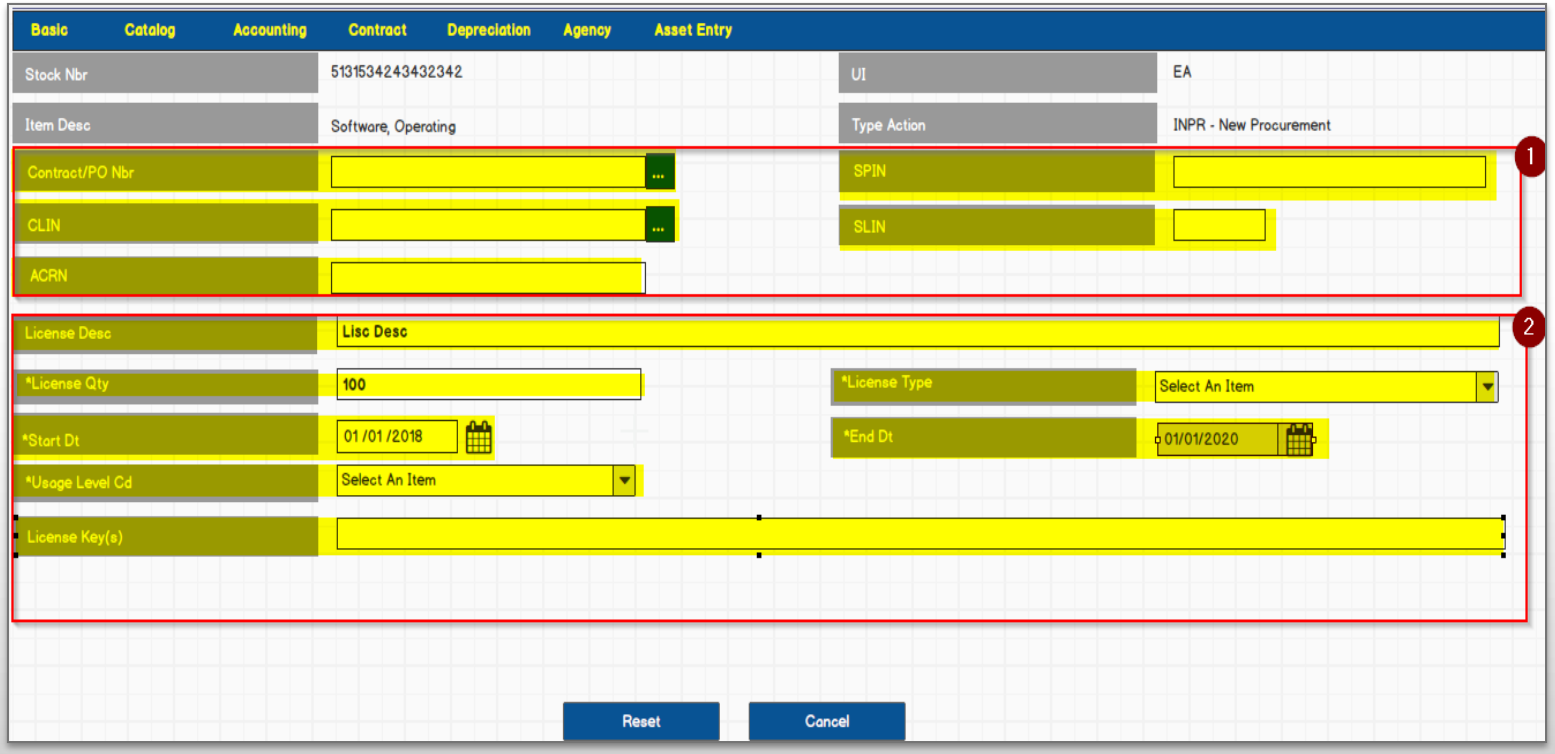
IUS Live Demo

Future IUS Capabilities

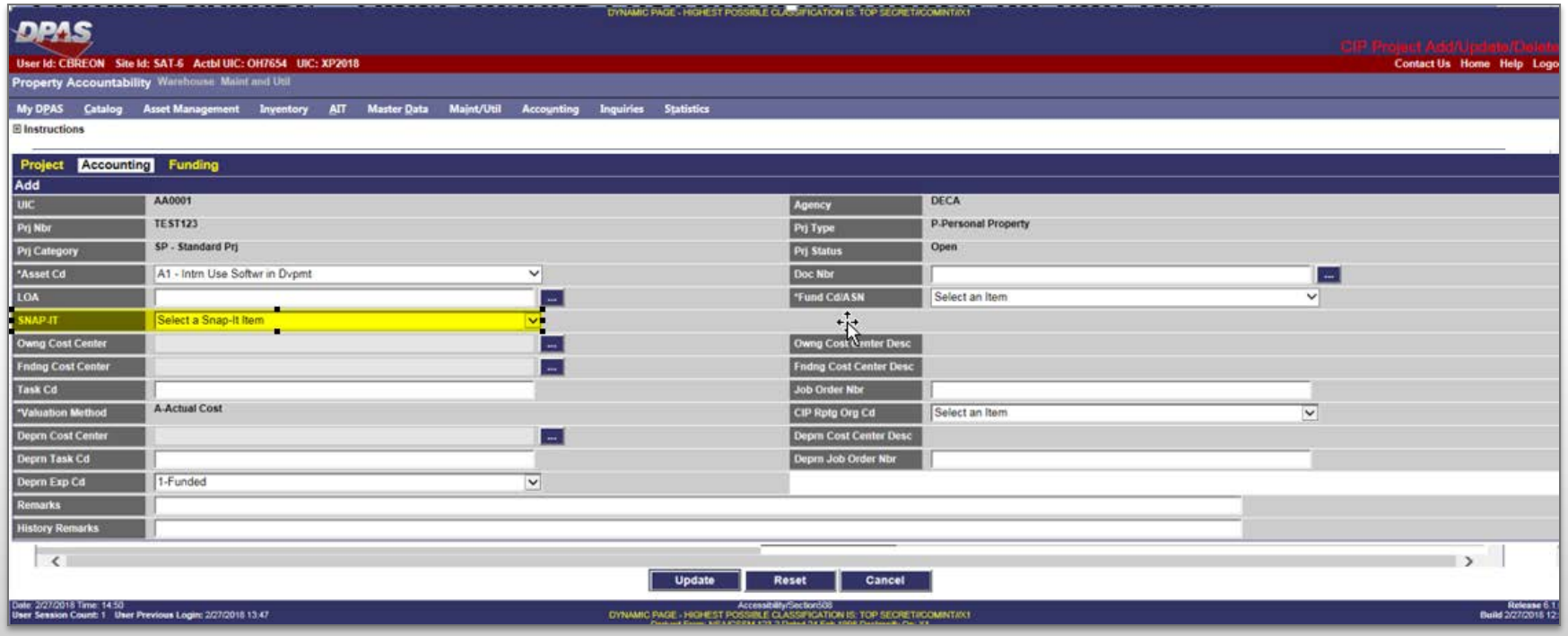
Catalog for IUS (Manufacturer AUD)



License Management within Asset Receiving (Contract Tab)



CIP Project AUD- Accounting tab



- APSR-Accountable Property System of record
- APO-Accountable Property Officer
- IUS-Internal Use Software
- PSC-Product Service Code
- SNAP-IT-Select and Native Programming Data Input System
- UII-Unique Investment Identifier

- Websites
  - https://www.acq.osd.mil/pepolicy/IUS/IUS_APSR.html
  - https://dpassupport.golearnportal.org/index.php

Defense Property Accountability System

DPAS

For More Information

Support Help Desk Email
dpassupport@leidos.com

Call Support Toll Free
1-844-THE-DPAS or 1-844-843-3727

DPAS eLearning
http://dpaselearning.golearnportal.org

DPAS Support Site
http://dpassupport.golearnportal.org

OUSD (AT&L) Acquisition Resources and Analysis (ARA)
Property and Equipment Policy

KNOWLEDGE. CONFIDENCE. TRUST.

6/11/2018