Defence Property Accountability System

DPAS

Presented by
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DPAS Loans Via WAWF

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

KNOWLEDGE. CONFIDENCE. TRUST.

5/09/12

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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 **File Sharing pod**

- **Introduction to Government Furnished Equipment (GFE)**
- **DoD to Contractor – Government Furnished Property (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**

- **Our focus**
  - Loans within DPAS that go out to a Contractor
  - Verifying transfers within WAWF
  - Receiving assets back from a Contractor

- **Online resource for WAWF Training and information: Business Transformation Agency (BTA)**
  https://wawftraining.eb.mil

- **Documents to download from this Webinar**
  - This Presentation
  - Review Slide

Introduction to Government Furnished Equipment (GFE)

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.

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

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.

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).

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

Loan Scenarios

- ## DPAS Supported
  - Government to Government
  - Government to Contractor
  - Contractor to Government

- ## Not DPAS Supported
  - Contract to Contract
  - Contractor to Contractor

DoD to Contractor – GFP Transfer Scenario

Wide Area Workflow Terminology

- **EDI** – Electronic Data Interchange
- **FTP** – File Transfer Protocol
- **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
- **XML** – Extensible Markup Language
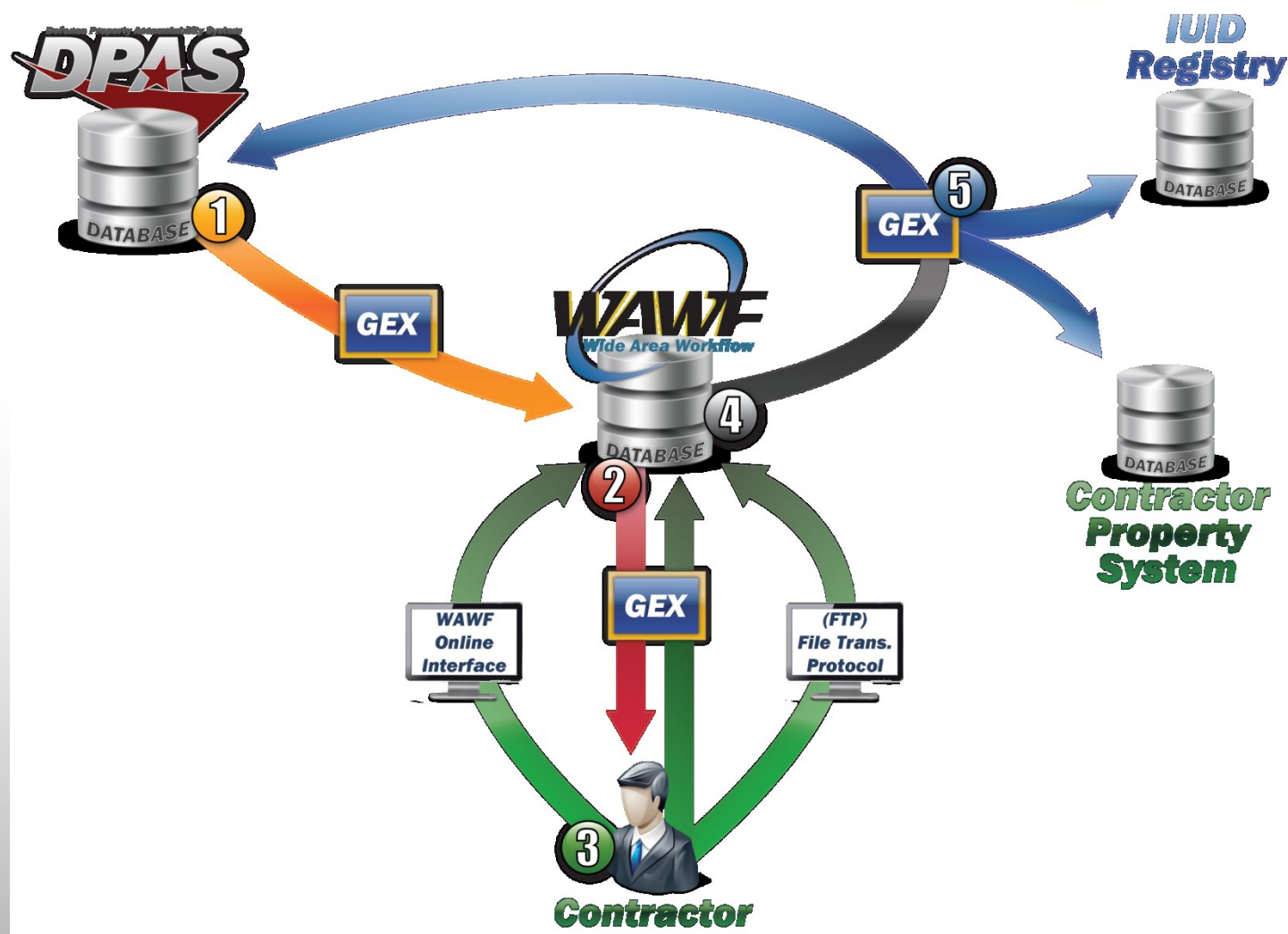
1. DPAS Initiates a Loan to a Non-DPAS Contractor

- Web DPAS sends out information in XML format
- Information travels through GEX
- Information arrives at WAWF

2. WAWF Processes the Report

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

3. Receiving Contractor Accepts PSN

- Contractor generates a PSN 856 Receipt
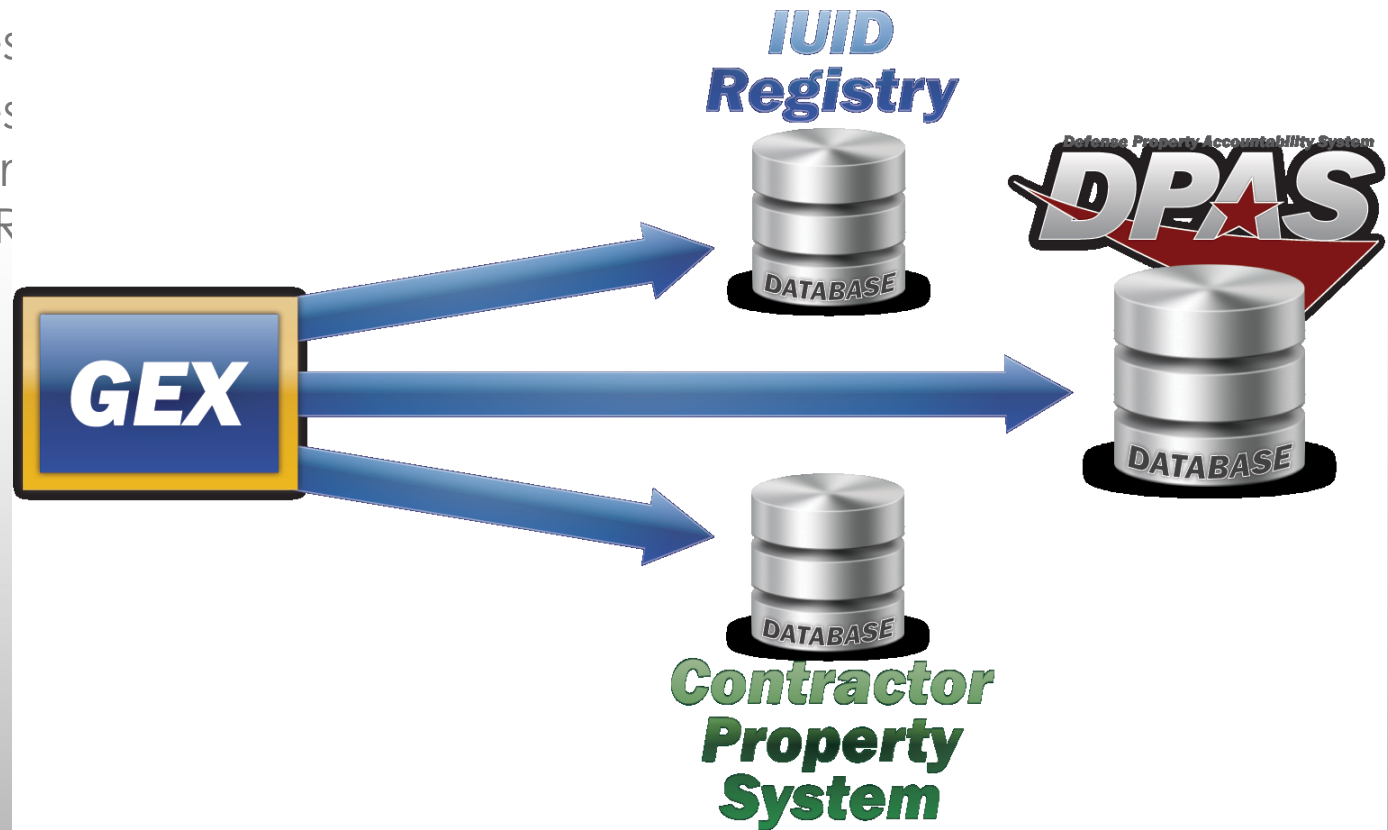- Information travels through GEX
- Information arrives at WAWF
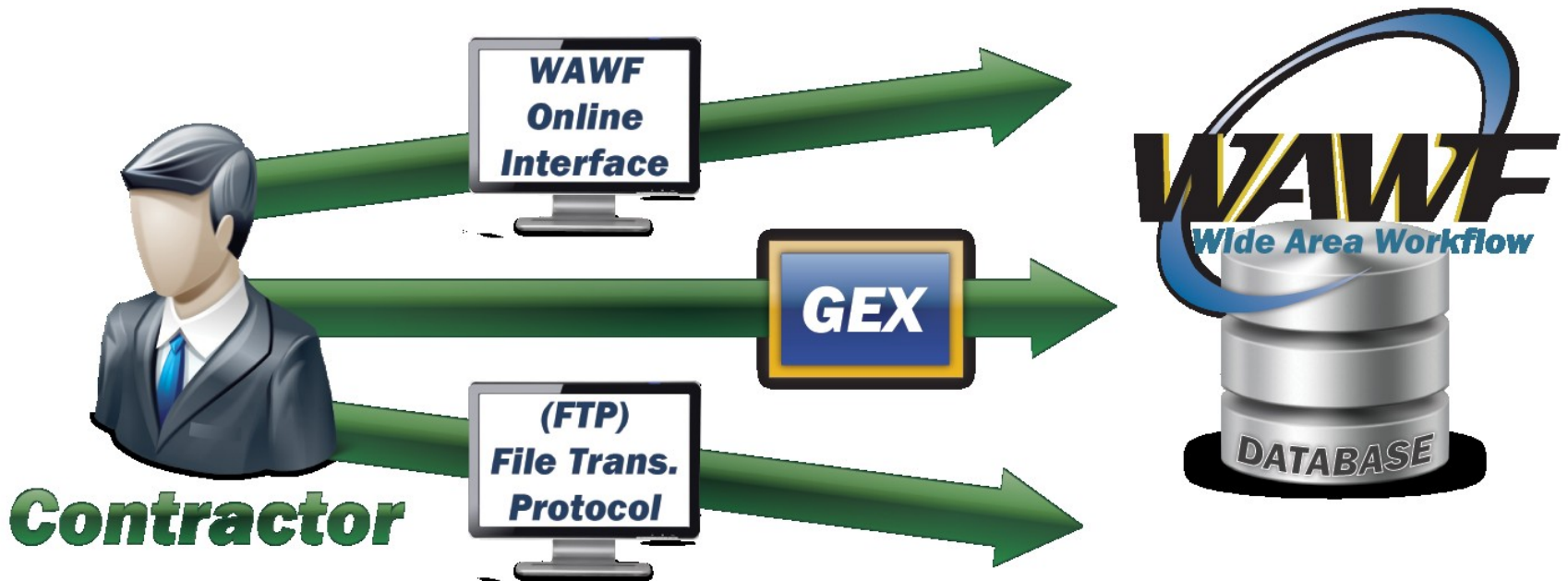
4. WAWF Processes the Report

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

5. GEX Passes Information

- GEX passes UID and GFP information to the IUID Registry
- GEX passes
- GEX passes Contractor System of R

Associating a WAWF User Id

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

Account must have:

1. Shipper role
2. Receiver role

Entered in My DPAS > User Info Update

Verifying Transfer Via WAWF

Verify Accountable UIC/UIC is set to Transfer Via WAWF

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	

Cancel

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		

Update   Cancel

Verify Loan CAGE (LC) Address is Transfer Via WAWF

GFP Loan Setup in DPAS

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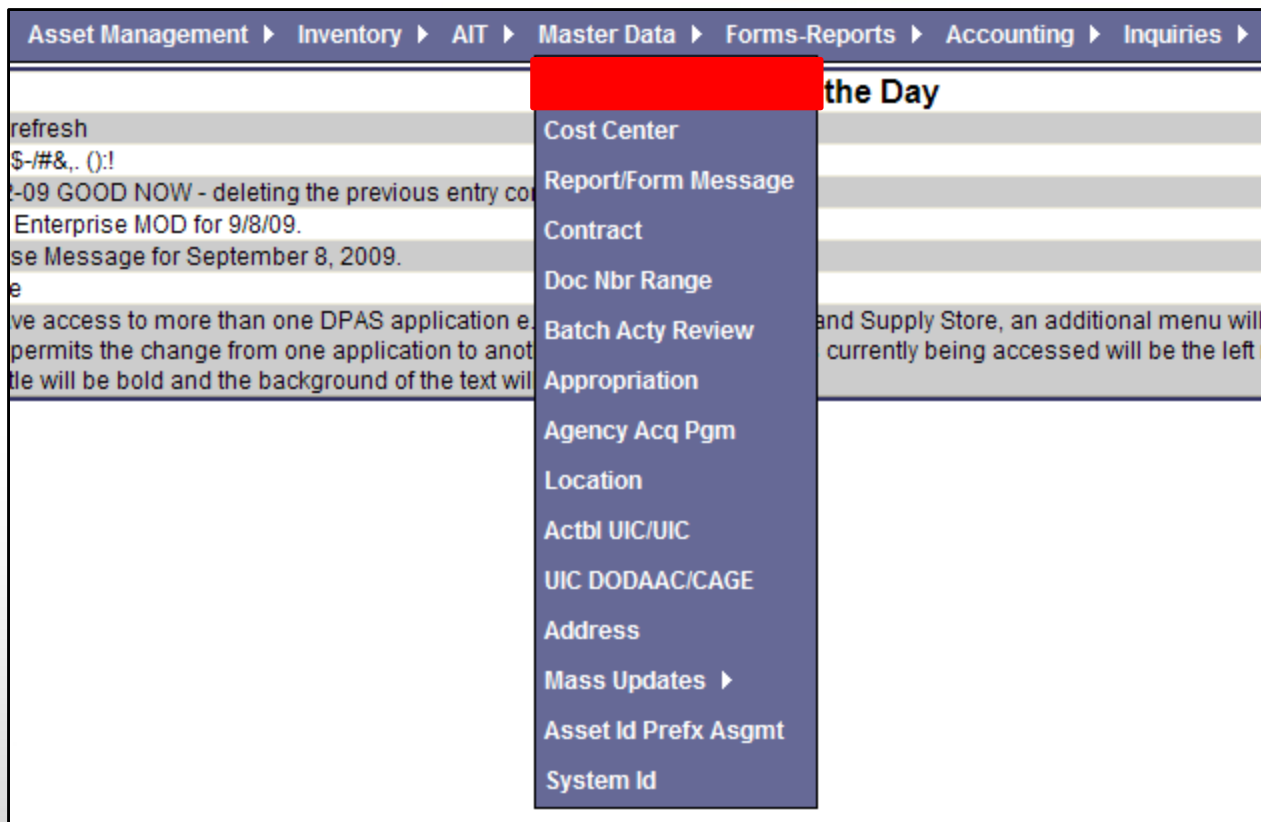
- Building the Contractor record is the first step necessary in DPAS to properly track assets as GFP
- To create a Contractor record, navigate to Master Data > Contractor

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

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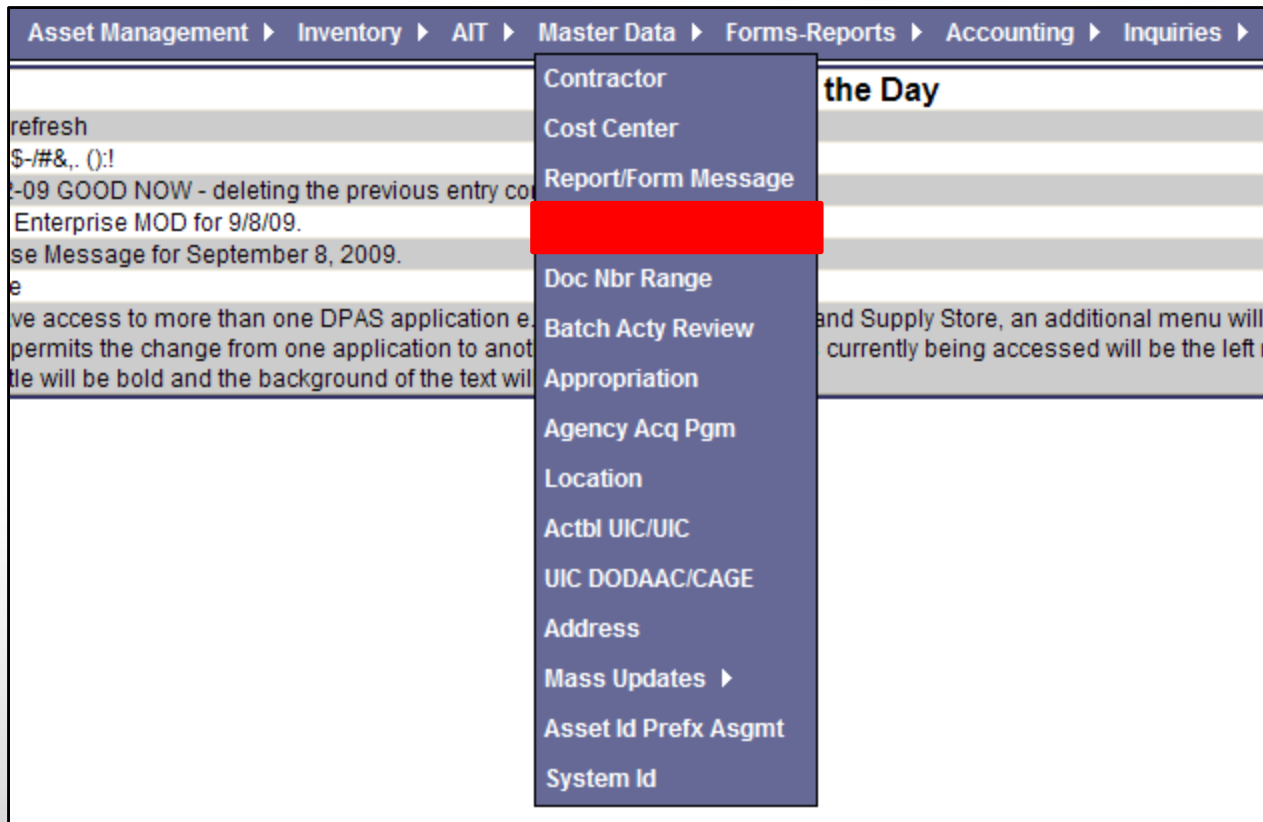
- After creating a Contractor in DPAS, we must create the Contract record awarded for the development of the cleaning solvent
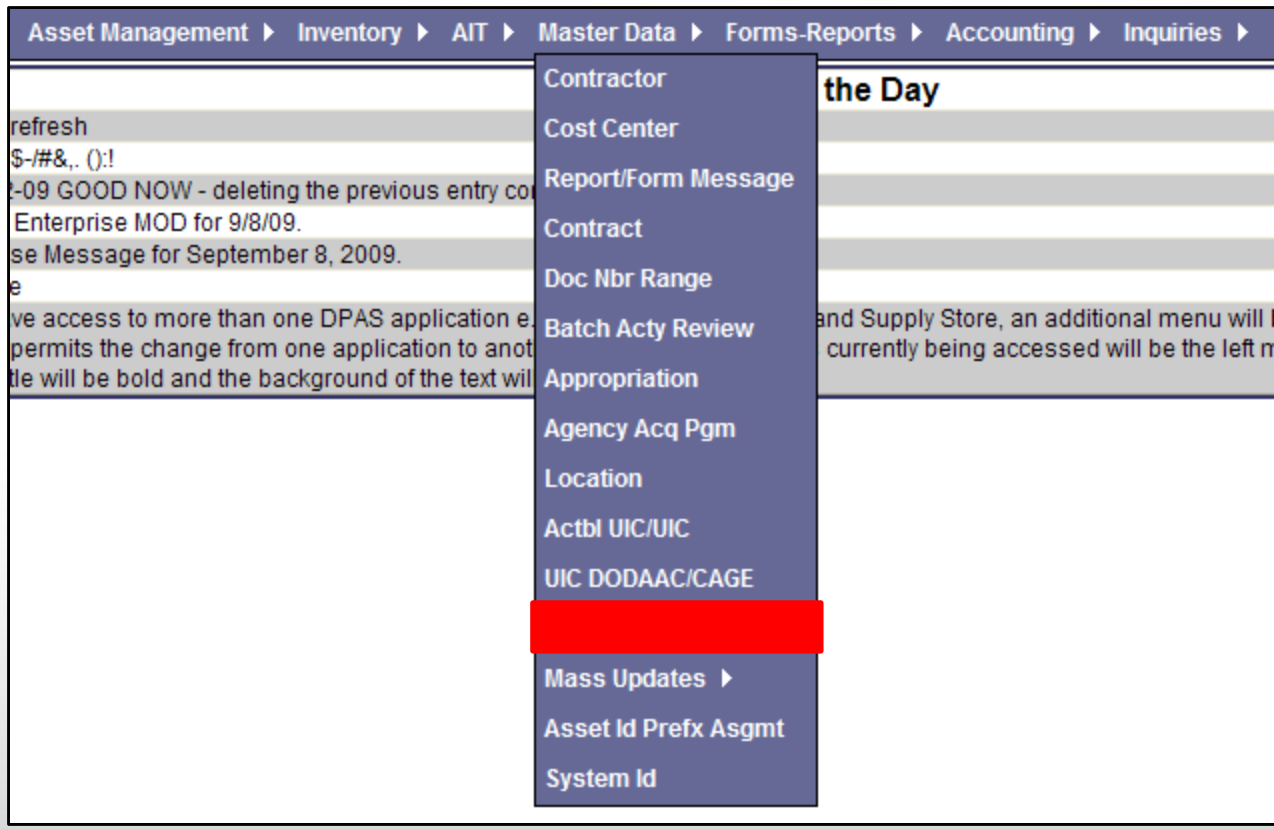- To create a Contract record, we must navigate to Master Data > Contract

Search Criteria

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

Add   Search   Reset

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.

Add

Contract Use Cd	G - Govt Furn Prop	*Contract Type Cd	DCF - DOD Contract (FAR)
*Contract Nbr	H9224211C1234	Dlvy 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	614-555-8975	*Contract Admn DoDAAC	HQ1013
Prop Admn	Duane Gore	Prop Admn Phone Nbr	614-555-3566
Prop Admn E-Mail Addr	duane.gore@dpas.mil		
Attachment	Add Attachment		
Remarks			
History Remarks			

Add   **Cancel**

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

- 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

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

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			

[Add]   [Cancel]

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.

Assigning Assets as GFP

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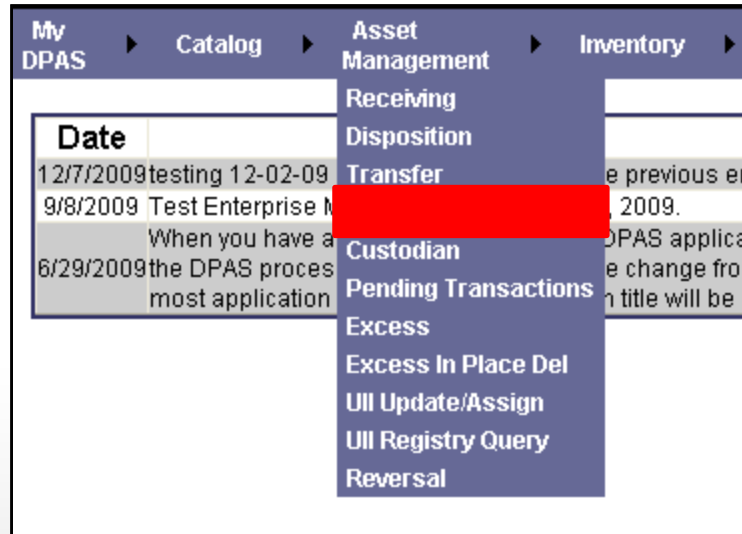
- The first step in assigning GFP is to navigate to Asset Management > Update

On the Search Criteria page:
1. Enter the Asset Id.
2. Select the Search button to locate the asset in the system.

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 UII 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 UII has been verified with the IUID Registry.

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	UII	Cptl	Pndg	Loan Cd	UII Sts Cd	UII Verf	Fund Cd/ASN	Intrf Sys Cd
000100000118	1		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	○

[Continue] [Cancel]

The Selected Rows page offers three actions.
- We will choose the Loan Update action and select the Continue button

- 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"

| 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

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

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	☐	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

Returning GFP Via WAWF

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.**

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

For More Information

Columbus Call Center
cco-ccc@dfas.mil

869-0888 **DSN**

614-693-0888 **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://dpassupport.golearnportal.org

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