DEPARTMENT OF THE AIR FORCE
AIR FORCE SUSTAINMENT CENTER
TINKER AIR FORCE BASE, OKLAHOMA 73145

Performance Work Statement (PWS)

TYPE OF WORK: Repair of B-52 Multi-Functional Color Display (MFCD)

PURCHASE REQUEST: FD2030-25-02102

REVISION: 00 DATE:

PREPARED BY:
Jeffrey A. Price
422 SCMS/GUMC
TINKER AFB, OK. 73145-3031
DSN 852-5286

REVISION SHEET

Note: All revisions to the contents of this PWS will now be listed on this Revision Sheet. The original content of this PWS will not be removed but will be superseded or added to by the paragraph revisions shown on this page.

Revision Date	Paragraph	Paragraph is added or revised to read as follows:
Original		

PREFACE SHEET

	END ITEM RECEIVED AS		END ITEM TO BE DELIVERED AS	
END ITEM NOMENCLATURE	NATIONAL STOCK NO(S)	PART NO(S)	NATIONAL STOCK NO(S)	PARTS NO(S)
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1 DESCRIPTION OF SERVICES/GENERAL INFORMATION

1.1 PURPOSE

1.1.1 The purpose of the Performance Work Statement (PWS) is to define the repair requirements for the items specified on the Preface Sheet of this PWS. The Contractor is responsible for having the repair capabilities to include appropriate technical data, repair documents, and license agreements, required to accomplish this repair. The Contractor is responsible for the scheduled delivery of a quality serviceable product.

1.2 INITIAL PRODUCTION EVALUATION (IPE) REQUIREMENTS

1.2.1 An Initial Product Evaluation (IPE) is not required if the contractor is the OEM or is the incumbent repair contractor, however, if the Contractor moves this workload to a new facility or novates/divests his rights during the life of this contract an IPE may be required at the Governments discretion.

1.2.2 If an IPE is required:

a. All Support Equipment, including Special Tools and Special Test Equipment required to accomplish the scope of work to be completed on end-items under this contract shall be in possession of the Contractor prior to the Initial Production Evaluation (IPE) team visit. Such equipment is listed in the Technical Orders or OEM repair procedures listed in Appendix B of this PWS.

b. The Contractor shall show documentation certifying the accuracy of all calibrated SE to the Administrative Contracting Officer (ACO) prior to work being performed, as outlined in this PWS, paragraph 1.7.2, *Support Equipment Calibration Requirements*.

c. The IPE will be conducted on three units of each line item. The condition of the items at IPE will be as follows: one unit removed from shipping container and packaging and ready to follow the entire repair procedure, including disassembly and functional testing, one unit fully disassembled, cleaned, and ready for assembly and functional testing, and one unit assembled and ready for functional testing. The Contractor shall furnish a written notice to the PCO through the ACO within fifteen (15) calendar days after the required quantity of units are available for the IPE.

1.2.3 The PCO will notify the Contactor of the projected dates that the Government IPE Evaluation Team will arrive at the Contactor's facilities to conduct the IPE. The Contractor shall permit the Government's IPE Evaluation Team members entrance into its facilities. This includes access to Contractor telephones and other communication devices that will allow the Government IPE Evaluation Team members to consult with appropriate Government personnel in the accomplishment of the IPE evaluation.

1.2.4 Under no circumstances shall the Contractor accomplish repair on any other quantity of items on order. Other than the three IPE units that will be evaluated by the Government IPE Team members prior to the accomplishment of the IPE. Only after written approval of the IPE by the

cognizant Engineer and/or Equipment Specialist (the Government IPE Evaluation Team Leader) and direction of the PCO shall the Contractor proceed with repair on the remaining items on order. The Government's delivery schedule will be IAW IPE CLIN Order as negotiated.

1.3 QUALITY PROGRAM AND INSPECTION SYSTEM REQUIREMENTS

1.3.1 The Contractor shall establish, document, and maintain a quality system as a means of ensuring that the end item conforms to specified requirements. Each end-item identified to the Government shall be inspected and delivered to the Government as a serviceable asset. The quality management system shall be in accordance with ISO 9001:2015 and contract requirements.

1.3.2 The Contractor shall assist the Defense Contract Management Agency (DCMA) investigation of all Deficiency Reports (DRs) submitted against reportedly defective items repaired by the Contractor to determine the root cause for deficiencies reported by the customer. The Contractor shall ensure each DR is processed in accordance with (IAW) current version of T.O. 00-35D-54, USAF Deficiency Reporting and Investigating System, and investigation results reported IAW Data Item Description (DID) DI-PSSS-81534B. When the Contractor receives a DR, the Contractor shall ensure DR responses include: Analysis of data to determine extent and cause of deficiencies, analysis of trends in processes or performance of work to prevent recurrence, and introduction of required improvement, corrections, and monitoring of the effectiveness of corrective action taken. Timely correction and reporting of defects found and corrective action to prevent repeated discrepancies shall be an integral part of the Contractor's procedures. Corrective action will extend to the performance of all subcontractors. When defective trends begin to develop or when the specific cause(s) of defects that render a product unserviceable cannot be identified and corrected without an evaluation of an exhibit, such exhibit(s) shall be requested by the Contractor for purposes of investigation.

1.3.3 The Contractor shall report any Government Furnished Property (GFP), for the work accomplished as outlined in this PWS that is damaged, malfunctioning, or otherwise unsuitable for use to the ACO using a Report of Shipping (Item) and WebSDR. Reports shall be accomplished in accordance with the current version of T.O. 00-35D-54.

1.3.4 The Contractor shall support quality audits as required by the ACO. These audits could require that one or more end items be removed from the production line and subjected to any combination of inspection, testing, disassembly, or assembly, to determine that the standards of performance and technical conformance meet the requirements of this PWS. Upon completion of the quality audit, the Contractor shall incorporate into the repair process such corrective action(s) as are necessary to eliminate the cause(s) of any defects as directed by the ACO.

1.3.5 The Contractor shall support quality assurance reviews to be conducted at the site of repair at the request of the Government throughout the contract period.

1.3.6 The Contractor shall support a quality acceptance review by the DCMA representative at the site of repair for each end item generated under the terms of this contract.

1.3.7 Requests for deviation/waiver shall be submitted to the PCO through the ACO. Work shall not be initiated on assemblies/components affected by deviation/waiver pending approval/disapproval. Requests shall include the consideration to be provided if the government accepts the deviation and, where applicable, the following: contract number; NSN and P/N of end item and lowest

part/assembly affected, a complete description of the contract requirement affected and the nature of the deviation, effect on cost/price and delivery schedule, description of deviation/waiver, number of units (and serial numbers as applicable) to be delivered in this configuration, any impacts to logistics support element, justification for deviation/waiver, and information on remedial or corrective actions to prevent recurrence.

1.4 SUPPLY CHAIN RISK MANAGEMENT

1.4.1 The contractor shall identify, assess, plan for, and mitigate actual or potential threats, vulnerabilities, and disruptions to the Air Force's supply chain throughout the lifecycle to ensure mission effectiveness. The contractor shall inform and include the Government in any mitigations or alterations to the program.

1.4.2 The SCRM plan shall address the broad spectrum of supply chain risks that have the potential to jeopardize the integrity of products, services, people, and technologies; compromise intellectual property; disrupt the flow of product, materiel, information, and finances needed for continued Air Force operations; and drive materiel cost increases to the program.

1.4.3 The contractor shall develop and execute processes for identifying supply chain risks as early as possible; the persistent and comprehensive tracking, monitoring, and re-evaluation of supply chain risks and their corresponding mitigation actions; and communicating supply chain risks to affected stakeholders and the Government. The contractor shall notify in writing of the identified actual and potential supply chain risks.

1.4.4 The contractor's SCRM program and processes shall apply to the prime and their suppliers, subcontractors, associated integrators, and vendors, spanning the entirety of the supply chain, from raw material stage to delivery of a finished product and/or service. As part of the overall SCRM approach, the Contractor shall establish, document and maintain documentation about subcontractors/vendors for all parts that will be used for Government contracts. The contractor shall continuously monitor their sources of supply for unknown, unauthorized, non-certified, or unqualified sources providing parts or services from any sub-tier supplier within the contractor's supply chain. The contractor shall investigate and submit findings to include root causes, impacts and a corrective action.

1.5 FOREIGN INFLUENCE

1.5.1 The contractor shall disclose any Foreign Ownership, Control or Influence (FOCI) for the purpose of initial or continued facility clearance eligibility. A Standard Form 328 Certificate Pertaining to Foreign Interest shall be submitted to the Government cognizant security office specified in each DD254.

1.5.2 The contractor shall provide information regarding FOCI. If the contract requires access to classified information, DD254, Contract Security Classification Specification, shall be required. Contractor shall provide an update on its financial health and potential FOCI when a merger or acquisition occurs.

1.5.3 Foreign contractor participation is excluded at the prime and subcontractor level, unless authorized through a current approved National Interest Determination (NID). It is solely the

responsibility of the contractor to obtain necessary certification from the U.S. Department of State and to comply with the federal laws and regulations. Question must be directed to the U. S. Department of State's Directive of Defense Trade Controls.

1.5.4 Subcontract Management. The contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible and accountable for subcontractor's performance on this requirement. The prime contractor will manage work distribution to ensure there are no Organizational Conflict of Interest (OCI) considerations. Contractors may add subcontractors to their team only after notification to the Procuring Contracting Officer (PCO) and Contracting Officer Representative (COR).

1.6 OBSOLESCENCE STATEMENT

1.6.1 The Contractor is responsible for identifying sources for required components prior to commencing work under this contract. Upon receipt of the contract or subsequent delivery order, the Contractor shall identify any required components that are no longer available. Within thirty (30) calendar day of contract award, the contractor shall submit a notification to the ACO of any identified obsolescence issues that will impact the contract's delivery schedule.

1.6.2 Unforeseen obsolescence issues that arise during the contract shall be reviewed on a case-by-case basis unless the obsolescent part affects the majority of a line item. The contractor shall make a reasonable effort to remedy the obsolescence issue. In the event a solution cannot be found or is unreasonable, the contractor shall submit a request for condemnation or an Over and Above request to the ACO within fifteen (15) calendar days. The request shall include a full description of the obsolescence part so the government can make an attempt at solving the issue.

1.6.3 Within fifteen (15) calendar days after recognition of a major obsolescence issue without a solution has been identified, the Contractor shall notify the ACO in writing if it is unable to perform that portion of the contract or delivery order due to unavailability of required components, and that there is no suitable substitute available for such components. The notification shall include supporting documentation showing the Contractor has made a reasonable effort to obtain the parts and is unable to do so. The government may consider an equitable adjustment in the specification, delivery time/or price rather than terminating the contract or delivery order.

1.7 CYBERSECURITY

1.7.1 The contractor shall develop and implement a cybersecurity protection of supply chain information plan and provide a copy to the U. S. Government. The contractor shall conduct early and continuous monitoring throughout the contract to prevent or reduce impacts of cyber vulnerabilities where adversaries are able to exploit, steal, alter, manipulate, interrupt, or destroy system functionality, information, or technology. The contractor's plan shall: a) make specific reference to those aspects of the National Institute of Standards and Technology Special Publication (NIST SP) 800-161, "Supply Chain Risk Management Practices for Federal Information Systems and Organizations" that represent the contractor's implemented processes and practices; b) include a description of how the contractor shall protect the supply chain from exploitation due to the insertion of counterfeits/malware, unauthorized production, tampering, theft, insertion of malicious software and hardware, functionality alteration, and any other

elements that would allow adversaries to gain unauthorized access to data, alter data, interrupt communications, or otherwise disrupt operations; c) inform the U. S. Government of any instances of unauthorized access and/or compromise, such as those listed in item “b” to contractor’s digital information and parts and components and d) make specific reference to those aspects of NIST SP 800-53 that represent the processes and practices the contractor will implement. The plan and processes shall apply to the prime and their suppliers, subcontractors, associated integrators, and vendors, spanning the entirety of the supply chain, from raw material stage to delivery of a finished product.

1.7.2 The Contractor and any subcontractors shall provide to the government a system security plan (or extract thereof) and any associated plans of action developed to satisfy the adequate security requirements of DFARS 252.204-7012, and in accordance with NIST Special Publication (SP) 800-171, “Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations” in effect at the time the solicitation is issued or as authorized by the contracting officer, to describe the contractor’s unclassified information system(s)/network(s) where covered defense information associated with the execution and performance of this contract is processed, is stored, or transmits. The contractor shall {develop, update} an incident-handling capability plan that utilizes guidance provided in NIST SP 800-61 revision 2, Computer Security Incident Handling Guide, consisting of 1) incident response policy and plan, 2) procedures for performing incident handling and reporting, 3) guidelines for communicating with outside parties regarding incidents, 4) incident team structure and staffing model, 5) relationships and lines of communication between the incident response team and other groups, both internal and external, 6) services the incident response team should provide, and 7) staffing and training the incident response team. Any incident reported to Defense Industrial Base Cybersecurity Program (https:\\dibnet.dod.mil) shall also be reported to the responsible contracting officer within 48 hours.

1.7.3 The contractor shall provide information to obtain a Defense Intelligence Agency – Threat Assessment Center (DIA-TAC) Report when Critical Components are known based on the Functional Thread Analysis. The contractor shall trace the Bill of Materials to the lowest critical components. The contractor shall update design via system engineering processes to ensure above-medium risk components are not in the system.

1.7.4 The contractor shall ensure all hardware, with special emphasis on lowest critical components (CCs) and components containing Critical Program Information (CPI), are from trusted sources and are manufactured by approved personnel as documented in the contractor Security Plan. The contractor shall develop a SCRM plan documented in the contractor Security Plan, in accordance with (IAW) the current version of Committee on National Security Systems Directive (CNSSD) No. 505 and NIST SP 800-161, to mitigate supply chain risk. The contractor shall ensure that no critical components procured are on the Section 806 (National Defense Authorization Act for FY 2011 (Public Law 111-383)) and Section 2339a (Title 10, United States Code) Lists in the Supplier Performance Risk System (SPRS) (CDRL 25, 27, 29). The contractor shall develop and implement a Counterfeit Parts Prevention Program in compliance with Defense Federal Regulation (DFAR) 252.246–7007 Contractor Counterfeit Electronic Part Detection and Avoidance System, using SAE AS5553D, SAE AS6171, SAE AS6081, and Independent Distributors of Electronics Association (IDEA) Standard [IDEA-STD-1010B] or similar practices to prevent the inclusion of counterfeit parts or parts with malicious logic. The contractor shall perform acceptance testing on lowest CCs and components containing CPI in accordance with the Counterfeit Parts Prevention Program.

1.7.5 The contractor shall implement Department of Defense (DoD) Trusted Systems and Networks (TSN) strategies that integrates robust systems engineering, SCRM, security, counterintelligence, intelligence, cybersecurity, hardware and software assurance, and information systems security engineering disciplines to manage risks to system integrity and trust IAW DODI 5200.44 Protection of Mission Critical Functions to Achieve TSN.

1.8 CONDEMNATION CANDIDATES

1.8.1 The Contractor shall repair all items unless the ACO provides direction in writing that a particular item is excluded from these requirements. The Contractor shall report end items that have been determined to be Beyond Economical Repair (BER) in which the repair cost will exceed 75% of the Forecast Unit Price (FUP) unless prior approval was given by the PCO. Upon request, the contractor shall provide pictures of each BER item in JPEG format, as well as the estimated cost of hours and parts to bring the part to serviceable condition. Under no circumstances shall the Contractor continue work until BER is approved and a funded Over and Above mod has been awarded. The Contractor shall report condemnation candidates to the PCO through the ACO within thirty (30) calendar days of discovery. The Contractor shall not condemn repairable or recoverable items without prior approval of the PCO through the ACO. The Contractor shall ensure non-repairable items are disposed of IAW the Contractor's Government-approved property procedures.

1.8.2 The Government reserves the right to accept or reject the BER assessment by the Contractor.

1.8.3 The disposition of condemned items will be determined on a case-by-case basis by the PCO.

1.9 SUPPORT EQUIPMENT (SE), INCLUDING SPECIAL TOOLS (ST) AND SPECIAL TEST EQUIPMENT (STE)

1.9.1 The Contractor shall provide the necessary equipment required to disassemble, analyze, troubleshoot, repair, and test assets, assemblies and/or parts that are maintained under this contract.

1.9.2 The SE required to accomplish the scope of work to be completed on end-items under the contract is listed in the Technical Orders (TOs) or original equipment manufacturers (OEM) repair procedures listed in Appendix B of this PWS. If the equipment specified in the TO or OEM repair procedures is not designated as the Government furnished in the contract, the Contractor shall be responsible for furnishing identical or suitable substitute SE from commercial sources.

1.9.3 If the Contractor intends to substitute SE, a list of the proposed substitute SE shall be provided to the PCO with the proposal. If a Pre-Award Survey (PAS) is required, at the time of the PAS conference, the Contractor shall demonstrate to the PAS team that suitable substitute SE can be acquired and meets the standards stipulated in the technical data or OEM repair procedures by the following actions:

a. Displaying drawings, schematics, or specifications which illustrate that the prospective Contractor understands the exact nature of the work to be performed, and the SE required performing the tasks.

b. Explaining the capabilities of substitute SE to ensure that it is adequate to perform the specified testing requirements.

c. Defining how substitute SE will be designed, built, and calibrated without assistance from the Government, by an internal engineering capability, or the services of a recognized outside engineering agency as approved by the cognizant engineering activity.

1.9.4 The equipment shall be in possession of the contractor prior to the Initial Production Evaluation (IPE) team visit if an IPE is required.

1.9.5 The Contractor shall show documentation certifying the accuracy of all calibrated SE to the ACO prior to work performed as outlined in the PWS.

1.9.6 **Support Equipment Calibration Requirements.** The Contractor shall ensure documentation certifying the accuracy of all calibrated SE is made available to the ACO prior to performing work. The Contractor shall ensure SE calibration is maintained throughout the performance of this contract. Upon request, the Contractor shall show calibration data to the ACO for each SE item as follows:

a. SE part number and serial number
b. Date calibrated
c. Calibration due date
d. Calibration source
e. Calibration procedure used
f. Is and was data
g. Facsimile of the current stamped calibration sticker affixed to SE item
h. Verification of full performance compliance IAW this PWS for SE items that received a limited calibration or not requiring calibration
i. Traceability to the National Institute of Standards and Technology

1.9.7 **Repair Line Maintenance**. The Contractor shall maintain repair lines needed to accomplish the scope of work to be completed on end-items under this contract.

1.10 PRECIOUS METALS RECOVERY PROGRAM

1.10.1 The handling and control of precious metals shall be IAW AFI23-101, AIR FORCE MATERIEL MANAGEMENT.

1.11 NUCLEAR HARDNESS REQUIREMENT

1.11.1 Overall nuclear hardness of the system/subsystem shall not be reduced due to the repair procedures. Nuclear hardness requirements cannot be waived. The Contractor shall notify the PCO if the work degrades the nuclear hardness of the item within one (1) business day of determination. The Contractor shall not continue maintenance actions until Government approval is obtained from the PCO.

1.12 CONFIGURATION MANAGEMENT

1.12.1 **Engineering Change Proposal (ECP):** The Contractor shall submit to the PCO, who shall inform the appropriate government entity of any change notice, design change notice, engineering order, engineering change order, engineering change notice, specification change notice or other change that would affect the configuration of the item. Any changes made without written approval from the contracting agency shall require removal at the Contractor's expense. The Contractor shall request government approval of all ECP changes, including substitute parts changes, through Notice of Revision (NOR) within five (5) calendar days of receipt of the Delivery Order. ECPs shall be submitted in accordance with (DID) DI-SESS-80639E. ECPs submitted shall be technically accurate, complete, clearly written, and systematically account for the proposed configuration changes. The NOR is forwarded to the custodian of each specification, drawing, associated list, or other applicable document(s) so they can make the required documentation changes.

1.12.2 **Configuration Change:** Changes to the configuration shall be made only when approved by the Cognizant Engineer. Examples of such changes are ECPs generated as the result of diminishing sources, reliability and maintainability, safety, and preferred spares. Records shall be maintained, which readily and systematically account for configuration changes from the baseline configuration.

1.13 PARTS CONTROL PROGRAM

1.13.1 The Contractor shall establish, document, and maintain an internal parts control program (PCP) for the work associated with this PWS.

1.13.2 The Contractor shall establish the Program Parts Selection List (PPSL) for an end-item or system from the applicable documents in the following order of precedence:

a. Illustrated Parts Breakdown (IPB) TO
b. OEM Parts List.

1.13.3 Contractor shall obtain approval through the PCO to use any parts not contained in the PPSL. The Contractor shall maintain configuration of items worked under the scope of this contract as identified in the applicable end-item or system IPB TO or OEM Parts List if there is no IPB TO. The Contractor shall notify the PCO via e-mail of any configuration discrepancies noted between the applicable IPB and OEM Parts List, the engineering drawings, and the current configuration of the end-item. The Contractor shall obtain written authorization from the cognizant engineering activity through the PCO for deviations from the IPB or OEM Parts List prior to implementation.

1.13.4 Contractor shall ensure all Contractor Furnished Material (CFM) or parts used for replacement equals or exceeds the quality of the original material or parts. The material or parts shall be entirely suitable for repair of the end item for its intended purposes and shall be completely interchangeable without alterations of either the subassemblies or the end item. The Contractor shall only use replacement parts purchased directly from the end-item OEM or purchased from DLA. In the event that parts are not available from either of these two sources for a pending repair operation, the Contractor shall receive written authorization from the cognizant engineering activity through the PCO for any deviations from the aforementioned sources. In the instance that surplus components are available, the cognizant engineering activity reserves the right to

approve or disapprove the material. Contractor shall obtain written authorization for its usage from the cognizant engineering activity through the PCO.

1.13.5 The Contractor shall keep records for the life of the contract to allow traceability of the sourcing of replacement parts for each end item repaired. These records shall be furnished for inspection upon Government request.

1.14 COUNTERFEIT PREVENTION PLAN (CPP).

1.14.1 Contractors that supply electronic parts or systems that contain electronic parts shall establish policies and procedures to avoid, detect, mitigate and disposition counterfeit electronic parts to prevent such parts from entering the USAF/DoD supply chain. These policies and procedures shall be documented in a CPP for submission and approval in accordance with (DID) DI-MISC-81832 and accomplished for all specified contract items. DI-MISC-81832 is applicable to Parts, Material and Processes Selection (PMPS) associated with delivery of systems and assemblies to the USAF and DoD. The requirements established by DI-MISC-81832 also apply to electronics components procured in sustainment of such systems and assemblies. The requirements of the recently DoD-adopted SAE AS5553D, Aerospace Standard, Counterfeit Electronics Parts; Avoidance, Detection, Mitigation, and Disposition shall also apply.

1.14.2 At a minimum, the CPP shall address:

1.14.2.1 **Applicability:** The Contractor shall identify all Business locations and programs to which the CPP applies. The CPP shall address materials, hardware, electronic parts, and procured assemblies.

1.14.2.2 **Parts Availability and Use of Parts Brokers**: The Contractor shall not procure materials, systems, assemblies, subassemblies or parts from parts Brokers when available from Original Manufacturers (OM) or their Authorized Distributors. In cases where materials, systems, assemblies, subassemblies or parts are no longer available from the OM or their Authorized Distributors, procurement from Brokers may be authorized as defined by the Contractor’s policy and their CPP. (Ref. AS5553D, paragraph 4.1.1, 4.1.2.e., appendix A)

1.14.2.3 **Procurement Policies:** The Contractor shall provide and implement policy directing development and implementation of business practices and procedures, and processes to prevent procurement of Counterfeit materials and parts. The Contractor shall identify the appropriate office(s), business units, functional organizations, and programs, which shall have responsibility for development, maintenance and implementation of the CPP. The CPP shall identify the specific roles and responsibility for each. (Ref. AS5553D, paragraph 4.1.2, 4.1.3, appendix B, C, D)

1.14.2.3.1 **Risk Assessment.** The contract shall address the risk of using unknown sources and or unauthorized suppliers in the CPP. Application or technical risk assessments shall establish the effect that counterfeit parts may have on performance. Vendor or source of supply risk assessments shall establish the potential for obtaining counterfeit parts. Using any risk analysis tool acceptable to the Government, the Contractor shall conduct a risk assessment based upon item characteristics and how likely it is that a counterfeit part will be received. The Contractor shall identify and describe in the CPP how parts are selected for

assessment and what risk is acceptable based upon the parts design, construction, material and functional requirements. As a minimum, analysis shall be completed for flagging high risk items, such as items that are obsolete, discontinued, rare, etc. The Contractor shall require completion of a trade study, documented within the CPP that shall facilitate determining whether 100% testing of parts procured from after-market sources is more cost effective than qualification or requalification of a manufacturer. (Ref. AS5553D, paragraph 4.1.2, 4.1.3, appendix B, C, D)

1.14.2.4 **Detection and Avoidance Responsibilities**: The Contractor shall establish processes for the review and approval of Contractor and applicable subcontractor systems for the detection and avoidance of counterfeit electronic parts and suspect counterfeit electronic parts, which processes shall be comparable to the processes established for contractor business systems under section 893 of the Ike Skelton National Defense Authorization Act for Fiscal Year 2011 (Public Law 111–383; 124 Stat. 4311; 10 U.S.C. 2302 note). The Contractor shall flow down such requirements and processes to their subcontractors per ODASD Memo titled “Overarching DoD Counterfeit Prevention Guidance”, dated 16 March 2012. (Ref. AS5553D, paragraph 4.1.4, 4.1.5, appendix E)

1.14.2.5 **Testing and Verification:** The Contractor shall establish and accomplish testing and verification processes for items not received from an original equipment manufacturer, original component manufacturer, or authorized distributor that are identified as having high risk for counterfeit potential. These processes apply to prime contracts, and to subcontracts or suppliers below the prime contracts. The Contractor shall provide a list of acceptable test facilities if the subcontractor or supplier does not have the capability to perform required testing. Submittal of Certificates of Compliance indicating the parts are not counterfeit shall be acceptable for verification of testing. (Ref. AS5553D, paragraph 4.1.4, appendix E)

1.14.2.6 **Configuration Identification and Traceability:** The Contractor shall identify and control the configurations of all systems, assemblies, subassemblies and parts, and enable mechanisms to provide traceability of parts. The Contractor shall report to the Government when control of the configurations of all systems, assemblies, subassemblies and parts, and mechanisms to provide traceability of parts are not possible. The Contractor shall identify the specific systems, assemblies, subassemblies and parts beyond the Contractors’ control. The Contractor shall be responsible for detecting and avoiding the use or inclusion of counterfeit materials and parts, to include procured assemblies and subassemblies, in such products and shall be responsible for the rework or corrective action that may be required to resolve the use or inclusion of counterfeit materials and parts. The cost of counterfeit electronic parts and suspect counterfeit electronic parts and the cost of rework or corrective action that may be required to remedy the use or inclusion of such parts are not allowable costs under Department contracts, unless: a) the Contractor has established a counterfeit avoidance/detection system approved by the DoD, b) the counterfeit parts were procured from a DoD-accredited trusted supplier or provided as government property, and c) the Contractor has provide timely notification to the government. (Ref. AS5553D, paragraph 4.1.6, appendix F)

1.14.2.7 **Counterfeit Notification and Reporting:** The Contractor shall report in writing to the Procuring Activity within thirty (30) calendar days of determining any end item, component, part, or material contained in supplies purchased by the Department of Defense, or purchased by a contractor or subcontractor for delivery to, or on behalf of, the Department, contains counterfeit electronic parts or suspect counterfeit electronic parts for the purpose of investigation and

notification of the Air Force Office of Special Investigations (AFOSI). The PCO shall coordinate reporting to the appropriate Program Management/Item Management, System Engineering Management, the AFMC Discrepant Materiel Reporting Program (DMRP) Office in 406 SCMS/GULAB, and the AFOSI. Additionally, the Contractor shall within the same 30-day period ensure all suspected or confirmed counterfeit items are entered into the Government-Industry Data Exchange Program (GIDEP) system, which will serve as the DoD central reporting repository. (Ref. AS5553D, paragraph 4.1.7, appendix G)

1.14.2.8 **Counterfeit Prevention Training:** The Contractor shall provide appropriate training and shall require all personnel working procurement within their company, to include at a minimum their supply chain management specialists, receiving inspectors, and engineers, to complete said training. The Contractor shall determine the appropriate training required. Training may be developed in-house or may be other Industry accepted training. The CPP shall describe and list the training provided by the Contractor to their personnel.

1.15 OZONE DEPLETING SUBSTANCES (ODS)

1.15.1 The requirement, including available technical documentation, does not require the contractor to use Class I Ozone Depleting Substances (ODS) as identified in air force policy, nor is it written so that it can only be met by the use of a Class I ODS.

1.16 LEAD (Pb) FREE ELECTRONICS

1.16.1 The use of lead (Pb) free solder and/or components/assemblies in the repair of the subject items is considered a potential safety risk and is therefore prohibited. All requirements related to Pb-free Tin (Sn) items also apply to Pb-free Zinc and other metallurgical alloys known to demonstrate whisker formation, when used for electronic soldering or electronic component finish. The contractor shall ensure that the risks associated with lead (Pb)-free solder and finishes are fully considered and effectively mitigated. The Contractor shall provide case-by-case notifications to the cognizant engineering activity through the PCO if lead (Pb) free solder and/or components/assemblies must be considered and will assist the cognizant engineering activity in assessing the risk associated with the use of such materials. The Contractor shall obtain approval from the PCO before proceeding.

1.16.2 The contractor shall avoid the use of alloys known to be susceptible to whisker formation in electronic soldering and finishing. When approved lead (Pb) free solder and/or components/assemblies are used in the repair of the subject items, the Contractor shall ensure the affected items are marked in accordance with IPC J-STD-609, "Marking, Symbols and Labels of Leaded and Lead-Free Terminal Finish Materials Used in Electronic Assembly."

1.16.3 The Contractor shall comply with GEIA-STD-0005-1B, GEIA-STD-0005-2-A, and GEIA-STD-0006 to assure the performance, compatibility, reliability, safety and verifiability of Pb-free product(s). This compliance requirement shall include special design considerations, manufacturing process controls, test and qualification requirements, quality inspection and screening, marking and identification, maintenance and repair processes, and other steps taken to mitigate risks to ensure the reliability and quality of hardware for the intended application.

1.17 CONTRACTOR IDENTIFICATION

1.17.1 Contractor employees shall identify themselves as Contractor personnel by introducing themselves or being introduced as Contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. In addition, Contractor personnel shall appropriately identify themselves as Contractor employees in telephone conversations and in formal and informal written correspondence.

1.18 GENERAL WORK REQUIREMENTS

1.18.1 The work performed under this contract is to repair the items specified on the Preface Sheet of this PWS. The work encompasses the disassembly, cleaning, inspection, maintenance, re-assembly, testing, and finishing actions required to return the item to a serviceable condition. The work shall be accomplished IAW documents as specified in Appendix B. Additional TOs, directives and other publications listed in Appendix B will be used as guidance to support the repair stipulated in this PWS.

1.18.2 When a particular repair is constrained for lack of repair materials that are not, and shall not be immediately available, the Contractor may request authorization to cannibalize subassemblies or parts between failed inducted assets in order to expedite repairs. Cannibalization requests shall be sent to the PCO for approval through the Equipment Specialist. Such cannibalization actions should only be considered upon exhaustion of all other sources of repair materials. The Contractor shall not initiate any cannibalization action unless such action shall satisfy all repair material requirements for the item in question. The Contractor shall not remove any piece parts from serviceable units. The Contractor shall replace, at the Contractor's expense, all cannibalized subassemblies with repaired or new subassemblies and replace all cannibalized parts with serviceable parts. The Contractor shall ensure the contract delivery schedule is not negatively affected by the removal of any subassemblies or parts from any inducted end item. The Contractor shall not condemn cannibalized end items or subassemblies without prior approval. The Contractor shall maintain configuration control of these items at all times. Exchanges should not cause damage to government property, loss of warranty, or cause the Government to incur any additional costs.

1.18.3 NSNs and Part Numbers are subject to change as the baseline changes at the system level. Such configuration changes may drive Contract Line Item Number (CLIN) additions and/or deletions, as mutually agreed in writing between the government and the Contractor. Form, fit, function and interface (F3I) capabilities shall not be changed, modified, or altered except when approved by Government Configuration Control Board (CCB) and an Engineering Change Proposal (ECP) has been submitted by the Contractor and approved by the Government. In addition, it typically describes how the proposed change will be implemented along with providing estimated schedules and associated costs.

1.19 SPECIFIC WORK REQUIREMENTS

1.19.1 **Receipt and Handling:** The Contractor shall perform a receiving visual inspection upon receipt for any shipping or packaging damage. Items received which are damaged, misidentified, misdirected, or incomplete shall be reported through WebSDR. If disposition is not received then contractor shall notify the PCO, with the WebSDR information

1.19.2 **Inspection:** The Contractor shall inspect each item for serviceability/repairable condition as part of repair, unless called out in Appendix E. Contractor's inspection and repair documents shall reflect all inspections/repair steps required for each specific part.

1.19.3 **Basic repair requirements:** The Contractor shall provide the necessary labor, materials, parts, facilities and equipment required to disassemble, analyze, troubleshoot, repair, and test assets, assemblies and/or parts that are maintained or repaired under this contract. These services also include alignment, adjustment, calibration, testing, movement, storage and reporting status related services to the repair and return of items to the users. Qualification and training of technicians is the responsibility of the contractor. Work performed under this work specification includes all actions necessary to ensure that the repair activity returns the serviceable end item with the same form, fit, function, and testability to the Government, including updating to the latest hardware/software configuration approved and funded by the government. The extent of repair required to assure a serviceable end item efficiently serves its intended purpose shall be determined by the inspection, test, bench check, and required disassembly. Repaired items shall pass all OEM specifications, validated by the Special Test Equipment final acceptance test. Any component parts that do not meet specified inspection requirements, or if there is any doubt as to its serviceability or longevity shall be replaced at the Contractor's expense. This includes any part requiring replacement due to catastrophic failure, fatigue failure, or normal deterioration.

1.19.4 If different categories of repair are cited in the contract, these categories will be listed in this PWS as Appendix E - Category of Repair Descriptions. If there is no Appendix E, the contract makes no distinction between categories of repair.

1.19.5 If the TO does not address the repair of consumable parts, this part shall be replaced with a new part.

1.19.6 In the case of utilizing a developed repair for salvaging a recoverable part, the Contractor shall propose their repair procedure along with substantiating documents for evaluation and possible approval. This request for evaluation must be submitted to the cognizant engineering office for approval through the PCO. The Government will not be responsible for any costs associated with development of any repair procedures unless those procedures have been negotiated and approved by the PCO.

1.19.7 **Over and Above:** When the Contractor identifies work that is within the general scope of the contract but not covered by the Line item(s) for the basic work under the contract, Contractor shall submit a proposal to the PCO outlining cost of any man hours and parts required to complete the action. In the case the Government has a request that is deemed to be Over and Above, the PCO will provide a statement of work requesting a proposal. In either case work should not proceed until a funded Modification has been awarded. The Contractor shall execute Over and Above at the request of the PCO in the following areas: surge operations, any required proposals, missing components, and as requested or directed by the PCO. Over and Above repairs will only be considered for work discovered during the course of performing maintenance and repair efforts that are:

a. Within the general scope of the contract.
b. Not covered by the line item(s) for the basic work under the contract.
c. Not covered by Appendix E "Category of Repair Descriptions".
d. Necessary in order to satisfactorily complete the contract.

1.19.7.1 The Contractor shall complete a supply discrepancy report using webSDR for missing parts within two (2) calendar days after the asset is removed from the shipping container and shall be reported to the PCO through the ACO. The Contractor shall obtain approval from the PCO prior to performing over and above work or work outside of scope.

1.19.8 **End Item Identification and Marking:** The Contractor shall ensure each repaired end item is permanently and legibly marked with the end item part number, serial number, and Contractor's identification. This identification shall include the Contractor's CAGE and the date of repair. The identification shall be permanently affixed to the end item IAW Technical Order 00-25-260, *Asset Marking and* Tracking item Unique Identification (IUID) Marking Procedures.

1.19.9 **Item Unique Identification (IUID) of Government Property: For** assets under contract, IUID requirements are specified in Defense Federal Acquisition Regulation Supplement (DFARS) 252-211.7003, Item Identification and Valuation and Department of Defense (DoD) 4100.39-M, Federal Logistics Information System (FLIS). The Contractor shall ensure all assets subject to marking are marked and recorded in the DoD IUID Registry.

1.19.10 **Quality Acceptance and Processing:**

1.19.10.1 Quality acceptance of each end item shall be performed prior to packaging and transportation. Quality acceptance shall be performed by DCMA at the repair site. Quality acceptance documentation for each end-item shall be maintained by the Contractor as part of the item document package throughout the life of the contract.

1.19.10.2 Following quality acceptance by DCMA QAR, the Contractor shall notify the Production Management Specialist (PMS) via email of the completion of repaired end-items. The contractor shall ship each asset in accordance with Ship to Instructions provided in the Order for the asset's repair. Within one (1) business day of shipment, the Contractor shall provide proof of shipment through delivery of an acceptance in CAVAF under Proof of Shipment. The Proof of Shipment shall include the carrier and tracking number.

1.19.11 **Preservation, Packaging, and Packing:**

1.19.11.1 The Contractor shall package the items IAW the Air Force Material Command (AFMC) Form 158 (Packaging Requirements).

1.19.11.2 The Contractor shall ship assets IAW the most current version of AFMC Form 158, preservation, packaging, and packing requirements stated in the contract. The term "Preservation, Packaging, and Packing" is to mean the entire package; this includes, but is not limited to the assets' wraps, barriers, cushioning, blocking, bracing, and unit intermediate containers.

1.19.12 **Asset Damages:** The Contractor shall initiate a Supply Deficiency Report (SDR) in accordance with DLM 4000.25, Vol. 2, Chap. 17, and Reporting of Supply Discrepancies upon receipt of assets received in other than the contracted packaging requirements (coded data or Special Packaging Instructions (SPI) drawings). The PCO may authorize the following exceptions to these requirements when no damage has occurred:

a. Items packaged before the current SPI date.

b. An alternate pack may be used, provided the prime ALC approves and issues a deviation number, which would be annotated on the exterior container.
c. The next larger size fast pack, PPP-B-1672, type I or type II may be used for shipments with priorities 01-08 with approval.
d. The use of the next larger standard pack container for unserviceable items.

1.19.13 **Shipping Documentation and Delivery:**

1.19.13.1 The Contractor shall ensure that all items shipped are marked with the appropriate condition code.

1.19.13.2 The Contractor shall ensure the appropriate tag is attached showing the actual condition of each item shipped:

a. Serviceable tag is DD Form 1574/1574-1 (Yellow).
b. Unserviceable (repairable) tag is DD Form 1577-2/1577-3 (Green).
c. Unserviceable (condemned) tag is DD Form 1577/1577-1 (Red).

1.19.13.3 Shipments under this contract shall be by Commercial Bill of Lading (CBL) by the fastest traceable means unless shipments are coordinated by DCMA.

1.19.13.4 Items repaired as a result of a confirmed quality deficiency shall be shipped at the Contractor's expense.

1.19.14 **Reusable Containers:** Contractors shall maximize the use of reusable containers by reclaiming and reusing containers marked as "Reusable Container" for the return of assets to the contract designated activity. When shipping containers are received that meet the requirements of the AFMC Form 158, and are suitable for return shipment of serviceable assets, they shall be reclaimed, stored and protected for reuse. Unserviceable containers shall be disposed of and replaced with new containers that meet the requirements of the AFMC Form 158. Contractor shall do a webSDR report when assets are received incorrect or containers damage beyond use to receive new replacement containers.

1.19.15 **Manufacture/Procurement of Containers:** Manufacturing or procurement of fiberboard or wood containers and the costs associated with these functions shall be in accordance with the terms of the contract. Special design containers or fixtures of metal or plastic construction shall not be manufactured or procured without prior approval of the program manager/item manager. Negotiation shall be conducted through the applicable ACO.

1.19.16 **Excess Material:** The Contractor shall package any Government owned material being reclaimed by the Government which is excess to contract fulfillment in accordance with contract terms. Packaging instructions for material not covered in the contract shall be obtained from the PCO.

1.20 SPECIAL REQUIREMENTS

1.20.1 **Reliability and Maintainability (R&M) Requirements:** The Contractor shall meet R&M requirements. R&M requirements will be met when the system/sub-system/component has passed all tests required by applicable TOs, drawings, specifications and regulations.

1.20.2 **Environmental Stress Screening (ESS):** The Contractor shall only be required to perform Environmental Stress Screening if expressly required in the individual technical order or OEM repair instructions.

1.20.3 **Electrostatic Discharge (ESD) Control Requirements:** All electrical/electronic items containing components in Federal Stock classes 5905, 5955, 5961, 5962, 5963, and 7042 are classified as ESD controlled items. (Reference MIL-HDBK-773, Paragraph 5.1). The Contractor shall handle, replace, and package such items according to ANSI/ESD S20.20 and ANSI/ESD S540.

1.21 SAFETY AND HEALTH REQUIREMENTS

1.21.1 While performing work under this contract the Contractor shall comply with all applicable federal, state and local regulations regarding occupational safety and health. The Contractor shall notify the (ACO), within eight (8) hours of any damage to government property where the dollar value exceeds $500,000.00 and within two (2) business days, for any damage to government property less than $500,000.00 during the execution of the contract.

1.21.2 Mishap notifications shall contain, as a minimum, the following information:

a. Contract, Contract Number, Name and Title of Person(s) Reporting
b. Date, Time and exact location of accident/incident
c. Brief Narrative of accident/incident (events leading to accident/incident)
d. Cause of accident/incident, if known
e. Estimated cost of accident/incident (material and labor to repair/replace)
f. Nomenclature of equipment and personnel involved in accident/incident
g. Corrective actions (taken or proposed)
h. Other pertinent information

1.21.3 If requested by the designated CO, the Contractor shall immediately secure the mishap scene/damaged property and impound pertinent maintenance and training records, until released by the Procuring Safety Office. Contractors will not dispose of contract data related to a mishap until notified to do so by the CO.

1.22 PRODUCTION SURGE/CAPABILITIES ANALYSIS PLAN

1.22.1 In the event that the Department of Defense (DoD) experiences an unplanned spike or sudden increase in demand, due to major theater warfare or a national emergency (also known as surge, reference DFARs 217.208-70 and DFARs 252.217.7001), and invokes surge: The Contractor will be willing to work to meet and sustain this demand for quantity levels above and beyond normal peacetime requirements. The Contractor will be required to provide the Government a Capability Analysis plan IAW (DID) DI-MGMT-80969. A CDRL and DID are associated with the surge requirement. After being notified of the surge demand in writing, the Contractor may see additional orders and/or see the priority status elevated on current orders. The Contractor will do one or more of the following to fill the demand:

a. Maintain a certain level of safety stock of components to draw from to perform additional repair.

b. Add additional shifts to increase production within the Contractor and with suppliers.

c. Work with the various manufacturing sites and their supply chains to expedite production. The contractor will be notified in advance of and be given the opportunity to negotiate any expedite charges that apply at the time of surge. Contractual requirements for production of this contract are addressed in Part I. The schedule and surge requirements will be on a best-effort basis.

1.22.2 Capabilities Analysis plans have four basic phases (assessment, execution, sustainment, and exit/termination) and the plan associated with the surged items requested shall address those phases. The Government will provide, in writing, the items on contract that are requested to be surged. That request shall include the item, the quantity, and timeline with respect to delivery schedule with estimated termination dates when known.

1.22.3 The Contractor will provide a plan that includes the identified surge items, how they are going to meet the requirement, timeline to implement the plan, ability to sustain the surge through termination, identify any limiting factors or supply chain risks that will impact current surge production and future requirements for identified items.

1.23 **MISSION ESSENTIAL SERVICES**

1.23.1 Mission Essential Services as defined in DFARS 252.237-7023 are applicable to this PWS

1.23.2 The Contractor shall prepare for the continuation of essential DoD services during crisis IAW DFARS 252.237-7023. In a state of emergency, if the Government deems necessary, the Contractor shall provide all services necessary to ensure mission accomplishment. On occasion, services may be required to support an activation, or exercise of contingency plans outside normal duty hours. IAW DFARS 252.237-7023, the Contractor shall develop a contingency plan and furnish a copy to the PCO for those tasks identified as essential to provide reasonable assurance of Continuation during crisis conditions.

1.24 **DELIVERY SCHEDULE**

1.24.1 The delivery schedule shall be in accordance with the basic contract delivery schedule and definitized on each individual delivery order. The Contractor shall meet the delivery schedule. The Contractor shall deliver repaired items under this contract to the destination specified within the negotiated delivery schedule of the contract.

1.24.2 Joint Chief of Staff SURGE backorders and MICAPs shall take precedence over the routine schedule.

1.25 **INFORMATION REQUESTS**

1.25.1 The Contractor shall ensure responses to requests for information and data are only provided to customers with a need-to-know in the performance of official duties. All requests between the Government and the Contractor shall go through the PCO.

1.26 **REPORTING REQUIREMENTS**

1.26.1 Contractor shall provide quality, on time reporting in accordance with the reporting requirements specified in DD Form 1423's, Contract Data Requirements List (CDRL) of this contract.

1.26.2 In addition, the Contractor shall maintain a document package containing the following documentation for each item produced: (contractor format acceptable)

a. Maintenance Data Sheet
b. Test Data Sheet
c. Quality Acceptance Review Documentation
d. Parts replaced listed by each serial numbered end item repaired

1.26.3 **Commercial Asset Visibility Reporting:** The Contractor shall report IAW Commercial Asset Visibility Air Force (CAV AF). The Contractor shall submit data IAW CAV AF Statement of Work, CAV AF Users Guide, and IAW (DID) DI-MGMT-81838 within 24 hours of change in Condition Code (receipt, induction, completion, or shipment).

1.26.4 **Government Furnished Property (GFP) Inventory Report:** The contractor shall conduct an annual 100% physical inventory of each NIIN as not to impede maintenance operations. Upon completion of each NIINs 100% physical inventory, the contractor shall provide the AF government the annual inventory listing of all AF Government Furnished Property (GFP) in the contractor's possession, by contract, and by National Stock Number (NSN). This report shall be provided in Microsoft Excel (.xls or .xlsx compatible) format to the PCO. The Contractor shall submit a Table for each designated repair facility / DoDAAC location for which the contractor has received inventory during the reporting period, including Subcontractor facilities. The report should include all AF Government Furnished Property in possession of the Contractor IAW (DID) DI-MGMT-80441D.

1.26.5 **Meetings and Conferences:** The Contractor shall support meetings (e.g., teleconferences, Program Management Reviews (PMR), Technical Interchange Meetings (TIM), etc.) with the Government if requested. The Contractor shall provide meeting facilities.

1.26.6 **Bill of Materials (BOM) for Logistics and Supply Chain Risk Management:** The Contractor shall report all diminishing manufacturing sources/material shortages and obsolescence issues to the Government in accordance with (DID) DI-PSSS-81656B.

1.26.7 **Contract Depot Maintenance (CDM) Production:** The Contractor shall develop and deliver the Contract Depot Maintenance (CDM) Production Report for all end items in accordance with (DID) DI-PSSS-81995A at the end of each month. The CDM production report shall be in unlocked form using Microsoft Excel with the following: NSN, Delivery Order Number, CLIN, P/N, SN, and Assets on Hand, Assets in Work, Condemnations, Supply Discrepancy Reports (SDRs) and open estimated repair dates for items in work.

1.26.8 **Contractor Repair Relocation:** In the event of relocation of the repair, the contractor shall notify the Contracting Officer of record, in writing sixty (60) calendar days prior to move. In order to ensure a seamless transition, the notification must include:

a. Planned move dates

b. How responsibilities will be transitioned for each position related to this contract to include.
c. Production and office personnel.
d. List of Departments moving.
e. Dates planned for down time, if any is planned.
f. The date production will begin again
g. Any planned interruption of work related to this contract.
h. If equipment is moved, a plan to qualify equipment for production to begin.
i. Will DCMA need to inspect functionality of equipment and witness a first run? If so, date planned for DCMA visit.
j. New mailing address.
k. New DCMA office POC and address.

2 SERVICE SUMMARY

2.1 SERVICE SUMMARY

2.1.1 Contractor performance shall be measured and assessed, using the Performance Objectives listed in Table 2-1 on the next page of this PWS. The Contractor service requirements are summarized into performance objectives that relate directly to the mission essential items. The performance threshold describes the minimum acceptable levels of service for each requirement. In the event the performance objective is not met, the Contractor shall be given forty-five (45) calendar days after notification to correct the unacceptable performance, if such correction is possible. The Contractor shall immediately take corrective action in accordance with the performance threshold(s). In cases where the Contractor fails to implement corrective action, the PCO will take appropriate measures.

2.1.2 **Service Summary (SS) Requirements:** The Contractor shall ensure the performance objectives, thresholds, and support for surveillance methods are achieved as follows. The Contractor shall achieve performance thresholds identified in Table 2-1. The PMS, DCMA Quality Assurance Representatives (QAR) and PCO will exercise surveillance over the performance thresholds. The absence of any contract requirement from the SS shall not detract from this enforceability nor limit the rights or remedies of the Government under any other provision of the contract. The performance thresholds are designed to:

a. Align Contractor performance with objectives
b. Focus on critical success factors in meeting performance thresholds
c. Reflect performance goals
d. Promote continuous improvement in performance

2.1.3 **Contractor Performance Evaluation:** The Contractor shall be aware that the evaluation of performance will occur when the PMS evaluates the service of the Contractor to determine whether or not it meets the performance measures of the contract. The Contractor's failure to meet Table 2-1 requirements for this item shall result in the possibility of an unsatisfactory or marginal under the Contractor Performance Assessment Review (CPAR) and remedies as allowed under Federal Acquisition Regulation (FAR) 52.246-4 Inspection of Services-Fixed Price.

TABLE 2-1 SERVICE SUMMARY

Performance Objective	PWS Reference	Performance Standard
SS-1. Quality Product: Each end-item identified to the Government shall be inspected and delivered to the Government as a serviceable asset.	Para. 1.3.1	No more than three (3) percent of Material, Supply, or Product Quality Deficiency Reports per Calendar year of units produced.
SS-2. Delivery Performance: The Contractor shall deliver repaired items under this contract to the destination specified within the negotiated delivery schedule of the contract.	Para. 1.24.1	100% of end-items shall be delivered to the destination specified within the negotiated delivery schedule.
SS-3. Data Reporting: The Contractor shall provide quality, on time reporting in accordance with the reporting requirements specified in the DD Forms 1423s, Contract Data Requirements List (CDRL) of this contract.	Para. 1.26.1	100% of reports furnished in accordance with the reporting requirements specified in the DD Forms1423s, Contract Data Requirements List (CDRL), of this contract.
SS-4. QMS Metrics: A quality system shall be in accordance with ISO 9001:2015 and contract requirements.	Para. 1.3.1	The COR-QA First Time Defect Detection Ratio is the "identification" element of a QMS to determine who typically finds and documents a contractual non-conformity, the CORs or contractor's quality system. Ratio should be ≥ QAR findings

3 GOVERNMENT PROPERTY

3.1 GOVERNMENT FURNISHED MATERIAL, EQUIPMENT, AND PROPERTY

3.1.1 **Government Furnished Material (GFM):** No GFM will be provided.

3.1.2 **Government Furnished Equipment (GFE):** No GFE will be provided.

3.1.3 **Government Furnished Property (GFP):**

3.1.3.1 If the use of GFP is anticipated for this acquisition, a listing of GFP offered will be located in an attachment in the contract.

3.1.3.2 The Contractor shall not obtain GFP through the utilization of requisition codes assigned exclusively to this contract for any other contracts.

3.1.3.3 The Contractor shall not transfer GFP charged to this contract to any other contract, contractor, or activity without the advance approval of the PMS through the PCO.

3.1.3.4 The government reserves the right to withdraw any GFP in possession of the Contractor to supply other urgent USAF requirements. If any item so removed by the government is still required to complete the contract, the Contractor shall take appropriate action to replace the removed item.

3.2 DISPOSITION OF GOVERNMENT PROPERTY

3.2.1 These instructions apply to all government owned property. Within ninety (90) calendar days prior to contract expiration, the Contractor shall submit a letter to the managing ALC requesting disposition instructions in the transfer of GFP. A listing identifying GFP shall include the NSN, part number/CAGE, noun, quantity, condition code, and dollar value, and the list shall be submitted through the ACO to the PMS for disposition instructions.

3.2.2 If a follow-on contract is being awarded or is in the negotiation or solicitation stage, the existing GFP may be retained to the extent required to support the current contract and/or the follow-on contract.

3.2.3 The Contractor shall comply with preservation, packaging, and packing instruction as specified in the basic contract and/or on the AFMC Form 158 (Packaging Requirements).

3.2.4 The Contractor shall comply with the Transportation Data on the DD Form 1653 and Transportation Appropriations Form when returning government property.

3.3 REPORTING LOSS OF GOVERNMENT PROPERTY

3.3.1 **Definitions:** As used in this clause—

a. “Government property” is defined in the clause at FAR 52.245-1(a), Government Property. “Loss of Government property” means unintended, unforeseen, or accidental loss, damage,

or destruction of Government property that reduces the Government's expected economic benefits of the property. Loss of Government property does not include purposeful destructive testing, obsolescence, normal wear and tear, or manufacturing defects. Loss of Government property includes, but is not limited to—

1. Items that cannot be found after a reasonable search;
2. Theft;
3. Damage resulting in unexpected harm to property requiring repair to restore the item to usable condition; or
4. Destruction resulting from incidents that render the item useless for its intended purpose or beyond economical repair.

b. "Unit acquisition cost" means—

1. For Government-furnished property, the dollar value assigned by the Government and identified in the contract; and
2. For Contractor-acquired property, the cost derived from the Contractor's records that reflect consistently applied, generally acceptable accounting principles.

3.3.2 **Reporting loss of Government property:**

3.3.2.1 The Contractor shall use the Defense Contract Management Agency (DCMA) eTools software application for reporting loss of Government property. Reporting value shall be at unit acquisition cost. The eTools "LTDD of Government Property" toolset can be accessed from the DCMA home page External Web Access Management application at http://www.dcma.mil/aboutetools.cfm.

3.3.2.2 Unless otherwise provided for in this contract, the requirements of DFARS 252.245-7002 paragraph (b) (1) does not apply to normal and reasonable inventory adjustments, i.e., losses of low-risk consumable material such as common hardware, as agreed to by the Contractor and the Government Property Administrator. Such losses are typically a product of normal process variation. The Contractor shall ensure that its property management system provides adequate management control measures, e.g., statistical process controls, as a means of managing such The Contractor shall report losses of Government property outside normal process variation, e.g., losses due to Theft; Inadequate storage; Lack of physical security; or "Acts of God."

3.3.2.3 This reporting requirement does not change any liability provisions or other reporting requirements that may exist under this contract.

3.4 DISCREPANCIES INCIDENT TO SHIPMENT

3.4.1 Discrepancies incident to shipment includes misidentified items, variations in quantity, non-requisitioned items, lost or damaged parcel post, and items in dubious condition. These discrepancies shall be reported and resolved using the DoD web-based application AF WebSDR link located within the CAV AF system described in the CAV AF reporting. This system of reporting a Supply Discrepancy Report (SDR), formerly called a Report of Discrepancy (ROD), has been developed in compliance with DoD Manual 4140.01-V1 and Defense Logistics Manual 4000.25 Volume 2, which requires automated SDR processing. In those situations where the SDR initiator is unable to gain access to the AF WebSDR, continued use of manual forms (SF

Form 364) is permitted. A copy of the form shall be forwarded through the PCO and Quality Assurance (QA) activity for corrective action.

3.4.2 Transportation discrepancies and item transaction discrepancies shall be coordinated with the DCMA Property Administrator and ACO immediately upon discovery for corrective action in addition to AF WebSDR submittal.

3.4.3 Contract line items received with missing components (Missing on Induction, (MOI)) the Contractor shall process a SDR SF Form 364 (Report of Discrepancy) immediately upon discovery in accordance with DLM 4000.25, Vol. 2, Chap. 17 and provide a copy of submitted MOI SDR form to the ACO and PCO within two (2) calendar days of discovery.

3.4.4 Misdirected shipments of GFP shall be immediately reported by telephone to the Property Administrator (PA) followed by written notification within three (3) working days. The PA will issue appropriate disposition instructions for the misdirected items.

APPENDIX A

Definitions

The following definitions are applicable to this PWS:

Acceptance Test Procedure (ATP): All-inclusive procedure where repaired items must pass all OEM specifications and validated by the Special Test Equipment final acceptance test.

Administrative Contracting Officer (ACO): A contracting officer assigned the responsibility for the post award functions related to the administration of a government contract in the field. The ACO is normally located in the Defense Contract Management Agency (DCMA) office. The ACO is responsible for ensuring the Contractor performs in accordance with the terms of the contract.

Calibration: A comparison between two instruments, one of which is a standard of known accuracy, to detect, and correlate or adjust any variation in the accuracy of the instrument being compared.

Calibration Equipment: Tools, gauges and instruments needed to accomplish required work that is subject to calibration in accordance with ISO 10012-2003.

Cannibalization: Authorized removals of a specific assembly, subassembly, or part from one weapon system, system, support system, or equipment end-item for installation on another end-item to meet priority mission requirements with an obligation to replace the removed item.

Commercial Asset Visibility Air Force (CAV AF) System: A web-based Government off the shelf (GOTS) application developed by Navy Supply Information Systems Activity (NAVSISA). CAV AF allows commercial contract repair facilities to report Repair and GFM transactions on a daily basis. CAV AF will be the management control authority (MCA) for contract repair end items and GFM located at contractor facilities. The connection between CAV AF and commercial facilities will be via the internet.

Commercial off-the-Shelf (COTS): Equipment purchased in a ready-to-use condition that may be built to a commercial standard.

Consumable Part: Piece parts that are replaced 100% at each repair event. These are expendability, recoverability, and reparability category (ERRC) code N, non-repairable items that are replaced if they fail.

Contractor Furnished Material (CFM): Material provided by the Contractor, as a part of the maintenance service provided. All material with an expendability, recoverability, and reparability category (ERRC) code N (also known as consumables) will be CFM, regardless of the source of supply (SOS), i.e.; Defense Logistics Agency (DLA), General Support Division (GSD) and AF managed items. This material is incorporated into or attached to an end item to be delivered under the contract or may be consumed in the performance of a contract.

Contract Manager: Contractor personnel who shall be responsible for the performance of the work and have full authority to act for the Contractor on all matters relating to the performance of this contract.

Data: All management, scientific, engineering and logistics information, reports and documentation required.

Defect: Any nonconformance of a characteristic with specified requirements.

Disassembly: Tear down of the item or parts sufficient to permit the type and amount of inspection and work required.

End Item: An item having all accessories and comprising a complete piece of government equipment as listed in government supply catalogs and suitable for government storage and issue.

Government Furnished Equipment (GFE): An all-inclusive term to define all types of equipment defined in FAR, Part 45. It includes facilities, plant equipment, agency peculiar property, special tooling, and special test equipment. For the purpose of annually reporting dollar values on Department of Defense (DOD) property in the custody of contractors (DD Form 1662, DOD Property in the Custody of Contractors), items must be categorized according to the specific FAR property definitions.

Government Furnished Material (GFM): Property that may be incorporated into or attached to a deliverable end item or that may be consumed or expended in performing a contract. This includes, assemblies, components, parts, raw materials, and small tools, and supplies that may be consumed in normal use in performing a contract.

Government Property: All property owned by or leased to the Government or acquired by the Government under the terms of the contract. It includes both Government-furnished property and Contractor-acquired property. This includes facilities, material, special tooling, special test equipment, and agency-peculiar property.

Government Furnished Property (GFP): Property in the possession of or directly acquired by the Government and subsequently made available to the Contractor.

Initial Production Evaluation (IPE): An IPE is a planned Government review of early production items and processes to evaluate a contractor’s capability to complete the work stipulated in the contract and in accordance with (IAW) the technical order (TO), and/or other guidance stipulated in this PWS.

Inspect or Check: An examination of an item to determine identity, condition, and proper installation.

Lead (Pb)-Free: Electronic lead/contact finishes, interconnects, solder, etc. containing less than 0.1% by weight of lead in accordance with Waste Electrical and Electronic Equipment (WEEE) guidelines. Specifically, lead (Pb)-free Tin is defined to be pure tin or any tin alloy with <3% lead (Pb) content by weight. This means that some lead (Pb)-free finishes other than pure tin, such as tin-bismuth and tin-copper, are considered to be "lead (Pb)-free tin" for the purposes of GEIA-STD-0005-2. Many of these alloys have not been assessed for whiskering behavior. Refer to GEIA-STD-0005-2.

Minor Scratches: Chipped or scaled areas of finish, damage where complete refinish is not required. Such areas can be touched-up or spot painted to provide necessary protection.

Modification: A change in the physical configuration or functional characteristics of a system of equipment.

Nuclear Hardness: A measure of the ability of a system to withstand exposure to effects of one or more of the aspects of a nuclear weapon hostile environment.

Operational Check: A functional test of an accessory, component, or system accomplished in its installed environment to assure proper installation and operation.

Overhaul (Remanufacture): The refurbishment of an item or assembly which includes but is not limited to: disassembly, cleaning, inspection, modification and replacement of parts. This also includes reassemble and test of the end item and its components in accordance with applicable TOs and directives. An end item overhaul as prescribed within this PWS is the action taken to return the end item to a near original life expectancy. This overhaul process is consistent with re-manufacture as set forth in FAR 22.1003-6(a) (1).

Parts: Essential elements, components, or subassemblies of a system.

Procuring Contracting Officer (PCO): The individual authorized to enter into a contract for supplies and services on behalf of the government by formal advertising or negotiation and who is responsible for overall procurement of the contract. For purposes of this contract, the PCO may be the individual authorized to place orders against this contract. The PCO will ordinarily be located at the funding ALC.

Product Quality Deficiency: A defect or nonconforming condition. Included are deficiencies in design, specification, material, manufacturing, and workmanship.

Product Quality Deficiency Report: The SF 368 form or format used to record and transmit product quality deficiency data.

Production Management Specialist (PMS): An individual assigned by the contracting activity to act as liaison for production, supply, and transportation issues.

Publication Deficiency Reports: A report of error or deficiency in the work instructions of information contained in the TOs.

Quality Audit: An in-process audit, inspection and/or test of end products, detail parts, assemblies or accessories identified as serviceable by the Contractor combined with or accomplished separately from the evaluation of a Contractor's work instructions, processes or services as related to a specific statement of work. Audits may be accomplished one or more times during the life of the contract.

Quality Management System (QMS): A formalized system that documents processes, procedures, and responsibilities for achieving quality policies and objectives.

Quality Manager: Personnel who are responsible for managing the quality assurance system, scheduling and directing inspections and audit activities, developing and implementing corrective and preventive actions, developing and providing quality inspection and audit metrics, and for executing quality plans.

Quality Systems: Model for Quality Assurance in Production, Installation, and Servicing.

Reclamation: The process of recovering serviceable or reparable spare parts and high value fill/cleaning fluids.

Recoverable Part: These are expendability, recoverability, and reparability category (ERRC) code T items that are repairable. These parts are not replaced at every repair event but instead are repaired if they fail.

Repair: An end item repair is the action taken to return the end item to a serviceable condition by replacing all exposed consumable items and only the damaged recoverable parts that do not meet the TO or OEM Specification inspection criteria. Repair consists of end item testing to determine deficiencies, disassembly as required to support maintenance actions required, thorough cleaning, refurbishment or replacement of all disturbed components not meeting inspection criteria, replacement of all soft parts

(seal, gaskets, etc.) exposed during repair, re-assembly of assemblies and subassemblies, performance of all adjustments and alignments, test and calibration of subassemblies and end-items, and final inspection (e.g., safety wiring, painting, affixing of decals) IAW the applicable TOs or OEM Specifications and approved test documents to restore the end item to a serviceable condition.

Repairable: An unserviceable item that can be repaired and restored to a serviceable condition.

Rework Material: Material that was nonconforming but has been subjected to a process that restores all nonconforming characteristics to the requirements of a contract, specification and drawings. Repairs shall not be accomplished solely for cosmetic purposes.

Rotable Pool: Those non-consumable items which require repair processing flow times greater than the flow times of the pacing item. Sufficient spares should be at the repair facility when available to provide for processing of the end items within required flow times. An inventory will be maintained of all rotable pool assets.

Safety Critical Item (SCI): Any item, component or assembly whose single failure can lead to system loss, permanent disabling injury or fatality.

Screeners: Government furnished end items for parts reclamation.

Serviceable: Capable of meeting the requirements and performing the function for which designed or modified and meets all test requirements established by the technical order or OEM Specification and PWS.

Special Test Equipment (STE): Electrical, electronic, hydraulic, pneumatic, mechanical, or other items or assemblies of equipment which are of such a specialized nature that, without modification or alteration, the use of such items (if they are to be used separately) or assemblies is limited to testing in the development or production of particular supplies or parts thereof, or in the performance of particular services. The term special test equipment includes all components of any assemblies of such equipment but does not include consumable property, special tooling, or buildings, non-serviceable structures (see FAR 45.101, except foundations and similar improvements necessary for the installation of special test equipment), general or special machine tools, or similar capital items.

Support Equipment (SE): All equipment called out in applicable technical orders or OEM manual required for end item and component test, repair, and / or modification.

Technical Order (TO): An Air Force publication that gives specific technical directives and information with respect to the inspection, storage, operation, modification, and maintenance of given items and equipment.

APPENDIX B

Applicable Documents, Technical Orders, Directives, and Technical Guidance

The Contractor shall ensure requirements in this PWS are accomplished IAW the latest version of the following documentation as long as it does not impact cost and delivery schedules or if a conflict does not arise in implementation of the new procedures. If any of the preceding conditions occur, a written evaluation, along with specific backup data and estimated cost data for those changes which impact the Contractor's performance, shall be provided to the PCO within ten (10) business days after receipt of an updated publication. The Contractor shall not incorporate these publication changes until approved by the PCO. In the event there are conflicts between two or more referenced documents, the Contractor shall provide written evaluation, along with specific backup data to the PCO within ten (10) business days after knowledge of the conflict. Resolution of the conflict will be provided by the PCO. In addition, the Contractor shall immediately implement those publication changes that result in no change in contract price or delivery or have no conflicts.

All repairs shall be made in accordance with Original Equipment Manufacturers (OEM) specifications and procedures or procedures found in specific technical orders or manufacturer's specifications and procedures listed below.

Specific Technical Orders

PART NUMBER	REPAIR MANUAL/TO NUMBER	OTHER DIRECTIVES (AFMC Form 252) PROJECT NUMBER
761HN0100	NA	NA

General Technical Orders

TO NUMBER	TITLE
00-5-1-WA-1, Chapters 1-3	AF Technical Order System https://www.tinker.af.mil/Resources/Technical-Orders/
00-5-3-WA-1, Chapters 1-4	AF Technical Order Life Cycle Management https://www.tinker.af.mil/Resources/Technical-Orders/
00-25-260-WA-1	MPTO – Asset Marking and Tracking item Unique Identification (IUID) Marking Procedures https://www.tinker.af.mil/Resources/Technical-Orders/
00-35D-54-WA-1	USAF Deficiency Reporting, Investigation, and Resolution https://www.tinker.af.mil/Resources/Technical-Orders/

OTHER PUBLICATIONS FOR INFORMATION PURPOSES ONLY

Note: These publications are for information purposes only.

Air Force Manuals

NUMBER	TITLE
AFI 23-101	Air Force Materiel Management https://static.e-publishing.af.mil/production/1/af_a4/publication/afi23-101/afi23-101.pdf

Air Force Material Command Instructions and Manuals

NUMBERS	TITLE
AFMCMAN 21-149	Contract Depot Maintenance (CDM) Program https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&orgID=4&catID=2&series=10&modID=449&tabID=131

Defense Logistics Management Manuals

NUMBER	TITLE
DLM 4000.25, Vol. 2	Supply Standards and Procedures https://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/publications/dlm/dlm_pubs/

Military Specifications, Standards, Handbooks, and Non-Government Standards

NUMBER	TITLE
AS9100D	Quality Management Systems - Requirements for Aviation, Space and Defense Organizations
AS9110C	Quality Maintenance Systems - Aerospace - Requirements for Maintenance Organizations
Contractor CAV AF User Guide	Commercial Asset Visibility Air Force (CAV AF) User Guide or formerly CAV II User Guide
GEIA-STD-0005-1B:2023	Performance Standard for Aerospace and High-Performance Electronic Systems Containing Lead-Free Solder
GEIA-STD-0005-2-A	Standard for Mitigating the Effects of Tin Whiskers in Aerospace and High-Performance Electronic Systems
IPC J-STD-001	Requirements for Soldered Electrical and Electronic Assemblies
IPC-A-610	Acceptability for Electronic Assemblies
IPC-J-STD-609	Marking and Labeling of Components, PCBs and PCBAs to Identify Lead (Pb), Pb-Free and other Attributes

NUMBER	TITLE
ISO 10012-2003	Measurement Management Systems (Requirements)
ISO 9001:2015	Quality Management Systems – Requirements/Model for Quality Assurance in Productivity, Installation, and Servicing (Revised ISO 9001:2000 – ISO 9001:2008 & ISO 9001:2008/COR1:2009)
ESD TR 20.20	Electrostatic Discharge Control Handbook for Protection of Electrical and Electronic Parts, Assemblies and Equipment (Excluding Electrically Initiated Explosive Devices). (Metric)
MIL-HDBK 773B	Electrostatic Discharge Protective Packaging
MIL-SPEC-130 MIL-STD-130	Department of Defense Standard Practice Identification Marking of U.S. Military Property (IUID or UID marking)
MIL-STD-1276J	Department of Defense Interface Standard, Leads for Electronic Component Parts
ANSI ESD S20.20	Department of Defense Standard Practice Electrostatic Discharge Control of Electrical and Electronic Parts, Assemblies and Equipment (Excluding Electrically Initiated Explosive Devices).
ANSI/ESD S540	Standard for Packaging ESD Susceptible Items
SAE 5553D	Aerospace Standard, Counterfeit Electronics Parts; Avoidance, Detection, Mitigation, and Disposition

APPENDIX D

Data Item Description (DID) List

The following DIDs apply to this contract:

Required DIDs:			
Data Item	**DI Number**	**PWS Reference**	**Delivery Schedule**
Acquisition and Sustainment Data Package (ASDP) Teardown Deficiency Report	DI-PSSS-81534B	Para. 1.3.2	To be negotiated upon government's request.
Engineering Change Proposal	DI-SESS-80639E	Para. 1.12.1	As required
Counterfeit Prevention Program (CPP)	DI-MISC-81832	Para. 1.14.1	The plan shall be delivered in electronic PDF format through the Wide Area Workflow (WAWF) system no later than 90 calendar days after contract award.
Production Surge/Capability Analysis Plan	DI-MGMT-80969	Para. 1.22.1	Plan shall be submitted 30 days after the contract award.
Commercial Asset Visibility (CAV-AF)	DI-MGMT-81838	Para. 1.26.3	Contractor reporting requirements to CAV AF shall be submitted daily and/or within 24 hours of a supply or maintenance action occurrence IAW the Appendix F.
Government Property Inventory Report	DI-MGMT-80441D	Para. 1.26.4	The report shall be delivered within seven (7) calendar days of the end of the first reporting period and annually thereafter, or within seven (7) calendar days of

			government request.
Bill of Materials (BOM) for Logistics and Supply Chain Risk Management	DI-PSSS-81656B	Para. 1.26.6	Upon Request
Contract Depot Maintenance (CDM) Production Report	DI-PSSS-81995A	Para. 1.26.7	The reports shall be provided monthly within 5 (five) business days of the previous month's last calendar date.

APPENDIX E

Category of Repair Descriptions

The following Category of Repair Descriptions apply to items repaired under this contract:

Category of Repair	Description
CAT. 1 – No Fault Found (NFF)	Testing indicates no failure. Requirements: 1. Perform final testing. 2. Paint and/or Corrosion Prevention if Required
CAT. 2 – Basic Repair	Repairs requiring repair to no more than one circuit card or minor hardware/chassis repair. Requirements: 1. Perform incoming testing. 2. Repair as needed; a. One CCA b. Minor hardware c. Minor Chassis repair 3. Perform final testing. 4. Paint and/or Corrosion Prevention if Required

APPENDIX F

Commercial Asset Visibility Air Force
CAV AF REPORTING REQUIREMENTS

The purpose of this attachment is to provide Contract Depot Maintenance (CDM) guidance for contractor technical responsibilities and reporting requirements of the CAV AF system. CAV AF is the mandated *primary system of record* for providing daily status of all Government owned assets located at contractor repair facilities. Reporting within CAV AF is not limited to end items subject to repair, but includes assets stored within a contractor Inventory Control Point (ICP). CAV AF system down-time will be identified on the CAV AF homepage banner. Contractors are responsible for ensuring the most current Contractor User Guides are utilized by their assigned reporters.

NOTE: Contractor User's Guide can be accessed from the CAV AF homepage.

CAV AF FAMILIARIZATION TRAINING

1. Familiarization training for CAV AF reporting can be requested by the contractor via the applicable contracts ICP CAV AF system administrator (SA). Assistance, guidance, general questions or specific contract transactional reporting requirements can be addressed to the CAV AF contract monitor (CM). ICP CAV AF (SA and/or CM) points of contact (See Contractor Responsibility **Item #4**).

CONTRACTOR RESPONSIBILITY

1. Contractor shall ensure asset record in CAV AF is an accurate reflection of physical assets on hand at all times. This shall be accomplished via CAV AF reporting daily and/or within one (1) business day of a maintenance action occurrence IAW the applicable CAV AF CDRL.

NOTE: A valid Public Key Infrastructure (PKI) is required prior to accomplishing #2 and #3 of contractor responsibilities.

2. Each CAV AF reporter shall submit a completed *System Authorization Access Request*, DD Form 2875, per instructions within 10 days after contract award date. All DD Form 2875(s) shall be digitally signed. There **must be two CAV AF reporters assigned** to ensure contractual reporting requirements do not experience a lapse in reporting coverage.

3. Reporter(s) shall complete initial and annual refresher DoD Information Assurance (IA) CyberAwareness Challenge training and submit a course completion certificate with the completed DD Form 2875.

a. Reporter(s) can access IA training on the CyberAwareness Challenge website, using the following website: https://public.cyber.mil/training/cyber-awareness-challenge

b. After navigating to training simply "Launch Training".

c. First time CAV AF Reporter(s) will email initial IA CyberAwareness Challenge course completion certificates, AF User Agreement Statement (AF Form 4394), and completed DD Form 2875 to point of contact at applicable ICP **(see item #4).**
d. All follow on refresher course completion certificates shall be completed before lapse in certification occurs and will be emailed to respective ICP identified in paragraph 4a, 4b, and 4c below.
e. CyberAwareness Challenge course completions are a contractual requirement and the contractor must comply. Contact your local CAV AF SA if you experience technical difficulties.

4. Reporters requiring assistance with any CAV AF related access issues should contact their applicable ICP CAV AF System Administrator POC listed below:

a. Robins AFB, GA, call (478) 327-6602 or send email request to: 406scms.cav.af.ar@us.af.mil
b. Hill AFB, UT, send email request to: 420scms.cdm@us.af.mil
c. Tinker AFB, OK, send email request to: 420.scms.tinker.cdm.workflow@us.af.mil

5. To access the CAV AF system, contractor and subcontractor reporters shall follow "Log-in Procedures" as prescribed within the Contractors User's Guide.

6. Contractor shall ensure accountability of all Government Furnished Property (GFP) within their Enterprise Resource Planning (ERP) or Commercial Off-the-Shelf (COTS) system, which must be reported accurately for same GFP records within CAV AF at all times.

7. Contractual Induction-at-Risk of end items is prohibited on all repair contracts.

8. Contract/Delivery Order Closure Disposition – Government will provide disposition instructions to contractor's reporter. Contractor shall begin shipping assets within 10 days of receiving Government disposition instructions and have completed all shipping actions 30 days thereafter. Contractor shall be fully responsible to ensure all corresponding CAV AF reporting actions associated with disposition occur within one (1) business day of related shipment action.

9. All National Stock Numbers (NSNs) identified as Nuclear Weapon Related Materiel (NWRM) shall require contractor CAV AF reporting for production management, to track and report NWRM end items in repair with Serial Number identification within one (1) business day for asset visibility and serial number tracking. When a reparable asset is received, Contractor's reporter shall capture each NWRM asset's Serial Number. Contractors shall follow all NWRM management requirements outlined in AFI 20-110, *NWRM Management*, to include, but not limited to packaging, marking, labeling, storage, transportation and receipt of all NWRM assets, with emphasis on Positive Inventory Control (PIC) and records management by the contractor and Government to assure compliance. The successful application of these procedures requires the full cooperation of all personnel associated with the storage, shipping, transshipping and receiving of all NWRM assets.

SPECIFIC CAV AF CONTRACTOR TRANSACTIONAL REPORTING REQUIREMENTS

1. **"Not-on-Contract"** (NOC) receipt transactions apply to assets which are associated to a contractor facility DoDAAC and not an active contract delivery order. Regardless of asset condition code status, Not-on-Contract shall be used for the following reporting actions:

a. Discrepancy Items – are identified as misrouted shipments, misidentified shipments, or damaged end items. Contractor's reporter will submit a Supply Discrepancy Report (SDR) through WebSDR or submits a Report of Discrepancy (ROD) to the Supply Planner if unable to gain access to the WebSDR site. Request disposition instructions from the Supply Planner and returns incorrect asset(s) per those provided instructions.

i. The Contract reporter will check weekly to acquire resolution to discrepancies within 30-days of receipt transaction. The contractor shall comply with disposition instructions provided by the Government within 10-days and complete all associated reporting actions within same period.
ii. The Supply Planner will Immediately ship a replacement using a new shipping document number.
iii. Monitor D035 to ensure return of incorrect asset(s).
iv. Monitor CAV AF and D035 to make sure replacement asset is received "**On Contract**" by the contractor.
v. Submit the ROD to dlacontactcenter@dla.mil for contractors who are unable to gain access to the WebSDR site.

b. Inventory Control Point Items – are identified as assets stored at contractor facility and are not repair end items or discrepancies items. Movement of assets from "Not-on-Contract" category shall be resolved using reversals of individual RCDN or may be accomplished utilizing a 'bulk' shipment action of RCDN.

NOTE: Contractor is responsible for all "Not-on-Contract" assets ensuring physical asset balances are reflected and CAV AF reporting actions occur within one (1) business day of occurrence.

2. CAV AF receipt or reporting actions **will not** be utilized for Quality Deficiency Report (QDR) items, as there is a separate process and tracking mechanism for them.

3. All Contract Line Item Number (CLIN) repairable assets shall be receipted in CAV AF under Receipt Type: On Contract. CAV AF generates a RCDN for each unit receipted and allows the reporter to assign a reference or serialization number for tracking purposes. Where no reference or serialization numbers are utilized, the oldest RCDNs (listed first) shall always be processed first. Any reversal actions shall be accomplished using the last RCDNs processed.

4. The "Complete Date" entered into CAV AF cannot be dated prior to the DD250 date entered in the same screen. Contractor will validate that the DD250 shipment number and date entered

into CAV AF are accurate. This requirement is also applicable to Condition Code H (Condemned) only when specifically directed by the contract.

5. Proper usage of DD Form 1348-1A, *Issue Release/Receipt Document* in relation to CAV AF reporting requirements.

a. Receipt Actions: Contractor's reporter will use Government issued shipment document numbers for CAV AF end item receipt transaction reporting only in the absence of missing DD Form 1348-1A or shipment document number. **Contractors are not authorized to generate pseudo shipment document numbers for receipt transactions because this creates disconnects in shipment tracking within Government inventory systems.** Note: If the DD Form 1348-1A is missing or no shipment document number is available, contractors are to immediately contact their applicable ICP POC or Supply Planner, who will acquire Government issued shipment document number.

b. Shipping Actions: DD Form 1348-1A shall be used as the shipping document for shipment transactions of all end items. A DD Form 1348-1A is also applicable to all Consolidated Serviceable Inventory/Consolidated Reparable Inventory (CSI/CRI) assets regardless of tracking or reporting purposes. **A *Material Inspection and Receiving Report*, DD Form 250 or *Requisition and Invoice/Shipping Document*, DD Form 1149 are not authorized as a shipment document, and shall not accompany any material shipments on repair contracts.** CAV AF provides a DD Form 1348-1A in a Portable Document Format (PDF). DD Form 1348-1A shipping documents will be prepared for each NSN shipment from the contractor's facility, regardless of destination. The entire form, complete with bar coding, will be printed on a laser printer as specified under technical considerations. It is recommended the PDF be saved at the contractor's facility prior to printing **(Note: The DD1348-1A forms are not saved/stored in CAV AF and cannot be reproduced by the system).** The Contractor shall print three copies for shipping. Place one copy on the outside of the shipment container, one copy inside the shipment container, and retain the third copy for the contractor's records. For end item shipments the DD Form 1348-1A shipment document number shall be comprised as one of the following actions:

i. Back to Depot Shipments:

(1) For a "single" unit NSN shipment, the default shipment document number will be the CAV AF RCDN of item being shipped.
(2) For "multiple" quantity shipments, it is recommended the CAV AF RCDN of the lead item of the shipment be used as the shipment document number.

ii. Amended Shipping Instructions (ASI): are used to divert material that is due-in from a contractor to a requisitioner. Government disposition instructions will provide a shipment document number to the contractor to be utilized for CAV AF shipment transaction reporting and the DD Form 1348-1A.

c. In the event CAV AF system is inoperable or is on a scheduled downtime:

i. The DD Form 1348-1A shall be manually completed and generated (printed) by contractor, using the AFPUBS website: https://www.esd.whs.mil/directives/forms/

ii. When CAV AF is again operational, the contractor shall resume with transactional reporting actions in a timely and accurate manner, including completing a DD Form 1348-1A (printing not required if manual DD1348-1A PDF file utilized) and the shipment process in CAV AF.

6. Upon contract expiration and/or becoming production complete, the contractor will complete a 100% physical inventory inspection. Any assets remaining at the facility within 30 days must be noted in an email request to the Contracting Officer (CO) and Supply Planner for disposition instructions by the Government. If none is provided, assets are to be returned to the depot and reported within CAV AF, shipping to the following addresses according to each National Stock Number (NSN) inventory management location by Source of Supply (SOS) code:

a. FHZ – Tinker AFB, the ship for disposition address to SW3211:
TYPE/CODE: A SW3211
DEF DISTRIBUTION DEPOT OF OKLAHOMA
CEN REC 3301 F AVE
BLDG 506, DR 22
TINKER AFB, OK 73145-8000

b. FGZ – Ogden AFB, the ship for disposition address to SW3210:
TYPE/CODE: A SW3210
DLA DISTRIBUTION DEPOT HILL
7537 WARDLEIGH RD
BLDG 849W
HILL AFB, UT 84056-5734

c. FLZ – Robins AFB, the ship for disposition address to SW3119:
TYPE/CODE: A SW3119
DLA DISTRIBUTION WARNER ROBINS
455 BYRON STREET
BLDG 376
ROBINS AFB, GA 31098-1887

7. Systemic data problems created by contractor's failure to report data accurately or in a timely manner are subject to immediate Program Management Review (PMR). Examples of documented system data problems include but are not limited to:

a. Timely reporting means compliance with 24-hour requirement for all contractor CAV AF reporting of maintenance transactions. Actual date information is required for all reporting actions. Contractor's are not authorized to report all receipts, induction, complete and ship transactions the same day to 'catch-up' due to periodic reporting. This affects Government inventory management systems and balances creating D035 Stock Control Supply System (SCSS) controlled exceptions (associated with same day

reporting issue).

b. Contractors not using Government issued DD Form 1348-1A document numbers for reporting CAV AF receipt transactions will cause a data variance disconnect with Government inventory D035 SCSS. Contractors are required to use DD Form 1348-1A document numbers for end item receipt transactions. **NOTE:** If the DD Form 1348-1A is missing or no shipment document number is available, contractors are to immediately contact assigned Supply Planner and acquire Government issued shipment document number.

c. Overages and shortages, for items which are part of this contract shall be reported by the contractor into CAV AF as received "On-Contract" with actual quantities received. Any items which are not part of this contract shall be receipted as "Not-on-Contract" with the correct NSN, which represents misdirected or misidentified assets.

8. RCDNs are systemically generated in CAV AF and should not be duplicated or fabricated with a suffix for shipment document numbers. RCDN is comprised of the CAV AF Contractors DoDAAC, the Julian date the RCDN was produced, and a four-digit serial number (begins with 0001 each day). This affects Government inventory management systems D035 SCSS controlled exceptions.

DISCREPANCIES INCIDENT TO SHIPMENT

1. There are transportation and item discrepancies, each having different reporting requirements. Detailed information for each report is in the pertinent service publications.

2. Discrepancies incident to shipment include misidentified items, variations in quantity, non-requisitioned items, lost or damaged parcel post, and items in dubious condition. These discrepancies shall be reported and resolved using the DoD web-based application WebSDR link is https://www.dla.mil/Defense-Data-Standards/Committees/SDR/."
This system of reporting a Supply Discrepancy Report (SDR), formerly called Report of Discrepancy (ROD), has been developed in compliance with DoD regulations 4140.1-Vol 6 and DLM 4000.25, Vol 2, Ch 17 which requires automated SDR processing. In those situations where the SDR initiator is unable to gain access to the AF WebSDR, continued use of manual forms is permitted. A copy of the form will be forwarded through the CAO and Quality Assurance (QA) activity for corrective action.

3. Transportation discrepancies and item transaction discrepancies shall be coordinated with the Defense Contract Management Agency (DCMA) Property Administrator and Administrative Contracting Officer (ACO) immediately upon discovery for corrective action in addition to AF WebSDR submittal.

4. Contract line items received with missing components (Missing On Induction, (MOI)) the contractor shall process a SDR (SF Form 364) immediately upon discovery in accordance with AFJMAN 23-215 and provide a copy of submitted MOI SDR form to the ACO within 2 days of discovery.

5. All misdirected shipments of GFP shall be reported to the assigned Supply Planner via email notification within three workdays. The Supply Planner will consult with issue appropriate disposition instructions for the misdirected items.

6. Overages, shortages, and misidentified items which are part of this contract and received by the contractor shall be reported into CAV AF with the actual received quantity and with the correct NSN. An SDR shall be processed in accordance with standard procedures identified above for these overages, shortages, and misidentified items.

GENERAL INFORMATION

Initial CAV AF training will be provided by the contracting ICP or Contract Monitor. Any follow-up training will be the responsibility of the contractor. Training request and/or questions on CAV AF, please contact CAV AF System Administrators (SA) for contracts issued by respective ICP, from one of the following areas:

a. Robins AFB, GA, call (478) 327-6602 or send email request to: 406scms.cav.af.ar@us.af.mil
b. Hill AFB, UT, send email request to: 420scms.cdm@us.af.mil
c. Tinker AFB, OK, send email request to: 420.scms.tinker.cdm.workflow@us.af.mil